



**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, JANUARY 10, 2025

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 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 meetings/conferences attended and any other items related to Commission activities.*
7. **EXECUTIVE DIRECTOR REPORT**- *This item provides the opportunity for the Executive Director to report on meetings/conferences attended 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 DECEMBER 6, 2024, MEETING PG.5](#)
Recommended Action:
 - *Approve the summary minutes of December 6, 2024.***Responsible Staff: Roxanna Ibarra, Clerk of the Board**
- 9B. [MONTHLY BUDGET REPORT PG.11](#)
Recommended Action:
 - *Receive and file the monthly budget report for November 2024.***Responsible Staff: Sally DeGeorge, Finance Director**
- 9C. [CONTRACT AMENDMENT FOR FINANCIAL, AUDITS EIDE BAILLY, LLP PG.19](#)
Recommended Action:
 - *Approve a contract amendment (Attachment 1) with Eide Bailly, LLP, to extend the financial audit contract by one year.***Responsible Staff: Sally DeGeorge, Finance Director**
- 9D. [AMENDMENT TO CONTRACT WITH RIDEKO US, INC. PG.25](#)
Recommended Action:
 - *Approve amendment number two to the contract with RideCo US, Inc for demand response scheduling and dispatching software to add additional project features and functionality and increase the five-year contract not to exceed (NTE) amount from \$1,109,618.76 to \$1,952,407 as outlined in Attachment 1.*
 - *Approve budget amendment for the FY24-25 VCTC Regional Transit Technology budget to add a new “Local” revenue line item in the amount of \$173and add a “Local Pass-Through” expense line item and increase it by the same amount to facilitate distribution of fare revenue to local jurisdiction made by in-app trip payments.*
 - *Approve budget amendment for FY24-25 VCTC Regional Transit Technology budget to add a new “local contribution” revenue line item in the amount of \$9,600 and increase the Professional Services line item by the same amount.***Responsible Staff: Matt Miller, Program Manager, Transit Services**

9E. [AUTHORIZE REQUEST FOR PROPOSALS \(RFP\) FOR AMERICANS WITH DISABILITIES ACT \(ADA\) CERTIFICATION SERVICES PG.29](#)

Recommended Action:

- *Authorize staff to release RFP for ADA Certification Services pending comments from Ventura County transit operators.*

Responsible Staff: Aubrey Smith, Program Manager, Regional Transit Planning and Dolores Lopez, Transit Planner

9F. [REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY \(RAISE\) GRANT APPLICATION PROGRAM PG.31](#)

Recommended Action:

- *Approve submission of a grant application requesting \$20 million from the RAISE Program for final design for the U.S. 101 Auxiliary Lanes project.*

Responsible Staff: Peter De Haan, Director of Programming

9G. [ACCESS FOR ALL PROGRAM GRANT AGREEMENT PG.33](#)

Recommended Action:

- *Approve the Agreement for Services (Attachment "A") with Ventura Transit System to provide on-demand wheelchair accessible transportation in Ventura County using Access for All grant funding totaling \$257,392 for a period of performance beginning upon execution of the Agreement through June 30, 2028.*
- *Approve and authorize the Executive Director to make immaterial amendments in accordance with the provisions set forth in the Agreement for Services.*

Responsible Staff: Heather Miller, Program Manager, Programming

9H. [ACTIVE TRANSPORTATION PROGRAM \(ATP\) CYCLE 7 METROPOLITAN PLANNING ORGANIZATION \(MPO\) REGIONAL COMPONENT- PRIORITIZED LIST OF PROJECTS PG.35](#)

Recommended Action:

- *Approve the Prioritized List of Projects in Attachment A, allowing VCTC to advance projects for funding in the Regional Component of the Cycle 7 Active Transportation Program (ATP).*
- *Authorize the Executive Director to submit the Prioritized List of Projects to the Southern California Association of Governments (SCAG) and approve any future technical changes or substitutions if funds are made available in the future (subject to CTC approval).*

Responsible Staff: Geiska Velasquez, Program Manager, Programming

9I. [SANTA PAULA BRANCH LINE MONTHLY UPDATES FOR DECEMBER 2024 PG.39](#)

Recommended Action:

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

Responsible Staff: Amanda Fagan, Director of Planning and Sustainability

9J. [CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT APPLICATION FOR CLEAN FUELS ASSESSMENT AND STRATEGIC PLAN PG.43](#)

Recommended Action:

- *Authorize the Executive Director to prepare and submit an application for the Fiscal Year 2025/2026 Caltrans Sustainable Transportation Planning Grant to prepare a transportation clean fuels assessment and strategic plan.*

Responsible Staff: Amanda Fagan, Director of Planning and Sustainability

DISCUSSION CALENDAR:

10. [VENTURA COUNTY TRANSPORTATION COMMISSION 2025-2026 LEGISLATIVE PROGRAM AND LEGISLATIVE ADVOCACY POLICY PG.47](#)

Recommended Action:

- *Adopt the Ventura County Transportation Commission 2025-2026 Legislative Program (Attached).*

Responsible Staff: Darrin Peschka, Program Manager, Government and Community Relations

11. [VENTURA COUNTY TRANSPORTATION MODEL \(VCTM\) UPDATE PG.53](#)

Recommended Action:

- *Approve a Contract with Iteris Inc. to Provide Consultant Services to Update the Ventura County Transportation Model.*

Responsible Staff: Andrew Kent, Program Manager, Transportation Data and Services

12. [START UP COSTS AGREEMENT FOR RAIL SERVICES BETWEEN VENTURA AND SANTA BARBARA COUNTIES- PG.55](#)

Recommended Action:

- *Approve and authorize the Executive Director to execute an Agreement with the Southern California Regional Rail Authority (SCRRA) and Santa Barbara County Association of Governments (SBCAG) to provide startup costs to SCRRA for the initial Ventura Santa Barbara intercounty commuter train service to be negotiated comparable to the attached to include an amount of \$449,890, with VCTC contributing an amount not to exceed \$224,945 with a term ending June 30, 2026, upon review and approval by legal counsel.*

Responsible Staff: Claire Grasty, Transit Director

13. GENERAL COUNSEL REPORTS-

14. AGENCY REPORTS:

Southern California Association of Governments (SCAG)

Primary: Commissioner Mike Judge

Southern California Regional Rail Authority (Metrolink-SCRRA)

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

15. ADJOURN to 9:00 a.m. Friday, FEBRUARY 7, 2025, at the City of Camarillo Library, located at 4101 Las Posas Road. Camarillo, CA 93010.



January 10, 2025

MEETING MINUTES OF DECEMBER 6, 2024 REGULAR VCTC COMMISSION MEETING AT 9:00 A.M.

CALL TO ORDER:

Chair LaVere called the regular meeting of the Ventura County Transportation Commission to order at 9:01 a.m. at the City of Camarillo Library, 4101 Las Posas Road, Camarillo, CA 93010.

PLEDGE OF ALLEGIANCE was led by Chair LaVere.

ROLL CALL/MEMBERS PRESENT:

- Matt LaVere, County of Ventura
- Mike Judge, City of Simi Valley
- Carrie Broggie, City of Fillmore
- Daniel Chavez, Citizen Rep., Cities
- Suza Francina, City of Ojai
- Jeff Gorell, County of Ventura
- Mike Johnson, City of Ventura
- Kelly Long, County of Ventura
- Vianey Lopez, County of Ventura
- Martha McQueen-Legohn, City of Port Hueneme
- Janice Parvin, County of Ventura
- Tony Trembley, City of Camarillo
- Jim White, Citizen Rep., County of Ventura
- Marlon Regisford, Caltrans District 7 Deputy Director of Planning and Local Assistance

ABSENT:

- Jenny Crosswhite, City of Santa Paula
- Chris Enegren, City of Moorpark
- Bob Engler, City of Thousand Oaks
- Janice Parvin, County of Ventura

4. PUBLIC COMMENTS – There was no public comment.

5. CEREMONIAL CALENDAR- Executive Director Martin Erickson and Director of Public Transit Claire Grasty presented and recognized RATP DEV, USA Operator of the Year Rigoberto Herrera and presented Mr. Herrera with a service award. Mr. Herrera thanked RATP DEV and the VCTC commission and said he is excited to continue to grow within the organization.

Executive Director Martin Erickson stated it would be the last commission meeting for Commissioners Suza Francina (City of Ojai), Mike Johnson (City of Ventura) and Bryan MacDonald (City of Oxnard). He thanked each one for their many years of dedicated commitment and service to VCTC and the community.

6. CALTRANS REPORT – Marlon Regisford, District 7 Deputy Director of Planning and Local Assistance, gave a verbal Caltrans report update for the month of December.

7. COMMISSIONER REPORTS –

Commissioner Johnson reported Gold Coast Transit District (GCTD) approved their Short-Range Transit Plan at their monthly board meeting. He also reported that at the CTA Annual Conference GCTD's General Manager Vanessa Rauschenberger won the Transit Professional of the Year Award which she received at the conference.

Commissioner Long thanked Caltrans for their work during the Camarillo fire and making sure things were cleaned up after the fire.

8. EXECUTIVE DIRECTOR REPORT-

Executive Director Martin Erickson reported on the following items:

- On Saturday, December 7, Sierra Northern Railway and Sunburst Railbikes, in new partnership with Operation Toy Train and local service organizations, will hold a holiday train on the Santa Paula Branch Line railroad with stops in Ventura, Saticoy, Santa Paula, Fillmore and Piru. Community members can join in the festivities and donate toys to the local U.S. Marine Corps Reserve, Toys for Tots Foundation. Visitors can view Sierra Northern railroad equipment, meet members of the Marine Corps and donation program, and see Santa Claus. All donations will directly benefit local children. More information is available at <https://www.sunbursttrain.com/operation-toy-train/>.
- VCTC staff has been meeting biweekly with staffs from the Southern California Association of Governments (SCAG) and the other county transportation commissions to plan for the 2025 Call for Projects to allocate federal funds anticipated to become available from the Congestion Mitigation and Air Quality (CMAQ) and Surface Transportation Block Grant (STBG) programs. Guidelines are being developed, and for the first time local project sponsors will need to submit applications via an online portal hosted by SCAG. This call for projects is scheduled to be publicly announced February 6th, with applications due May 16th. As was done this past year, the county commissions will do the initial application review and approve a preliminary prioritization of projects, with the final funding selection to be made by SCAG.
- Metrolink will be bringing its Holiday Express Train to Simi Valley on Saturday, Dec. 14. The festivities will begin with a welcome event followed by nonstop, round-trip excursions to Oxnard and back aboard holiday-themed trains. Two trains will depart the Simi Valley train station: one at 9:45 a.m. and one at 1:15 p.m. Tickets go on sale soon. More information is available at <https://metrolinktrains.com/holiday-express>.

9. ADDITIONS/REVISIONS – Chair LaVere requested item 13. Port of Hueneme Annual Update be moved up in the discussion calendar as the first item to discuss and present. Also, Executive Director Martin Erickson stated there was a revision to item 12. Camarillo Transit Station Americans With Disabilities Act (ADA) Improvement Project- Accessible Boarding Method Report And Public Hearing on recommendation bullet number two which currently reads as follows:

Current recommendation:

- *Approve a Resolution Adopting the Accessibility Compliance with U.S. Department of Transportation (USDOT) Level Boarding Regulation.*

Change to read as follows:

- *Approve Adopting the Accessibility Compliance with U.S. Department of Transportation (USDOT) Level Boarding Regulation.*

Commissioner Long moved to approve the revisions and additions to the December 6, 2024 meeting agenda. The motion was seconded by Commissioner White and passed unanimously.

10. CONSENT CALENDAR

Commissioner White pulled item 10I Community Traffic Calming and Pedestrian and Bicycle Safety Program Contract Award. Commissioner White thanked Caitlin Brooks for the report and stated safety is still the number one priority. Commissioner Chavez abstained from item 10A. Approve Minutes of November 1, 2024 meeting.

Commissioner MacDonald moved to approve consent calendar items 10A through 10O. The motion was seconded by Commissioner McQueen-Legohn and passed unanimously.

10A. APPROVE MINUTES OF NOVEMBER 1, 2024, MEETING

Recommended Action:

- *Approve the summary minutes of November 1, 2024.*

10B. MONTHLY BUDGET REPORT

Recommended Action:

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

10C. ANNUAL COMPREHENSIVE FINANCIAL REPORT AND SINGLE AUDIT

Recommended Action:

- *Approve the audited Annual Comprehensive Financial Report (ACFR) and Single Audit for Fiscal Year 2023/2024.*

10D. EXTENSION OF STATE ADVOCACY SERVICES CONTRACT

Recommended Action:

- *Authorize the executive director to exercise an extension of the agreement with California Advisors, LLC, for state advocacy services for a two-year period, with the cost to be \$4,500 per month plus expenses.*

10E. VENTURA COUNTY REGIONAL RADIO SYSTEM MEMORANDUM OF UNDERSTANDING

Recommended Action:

- *Authorize the Executive Director to execute a Memorandum of Understanding (MOU) with the County of Ventura to join the Regional Radio System (RRS).*
- *Authorize the Executive Director to negotiate and execute reimbursement agreements with participating transit operators.*

10F. UPDATE ON RAIL SERVICE BETWEEN VENTURA AND SANTA BARBARA COUNTIES

Recommended Action:

- *Receive and file.*

10G. FISCAL YEAR 2025-2026 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS (UTN) DEFINITIONS AND SCHEDULE

Recommended Action:

- *Review and approve the Fiscal Year 2025-2025 Unmet Transit Needs definitions and schedule.*

10H. AMENDMENT TO VCTC-SBCAG MOU FOR CONTACTLESS CARD READERS ON VCTC COASTAL EXPRESS COMMUTER BUSES PROJECT

Recommended Action:

- *Approve amendment number one to the Memorandum of Understanding (MOU) with the Santa Barbara County Association of Governments (SBCAG) for the Contactless Card Readers on VCTC Intercity Coastal Express Commuter Buses project to increase SBCAG's contribution from \$400,000 to \$600,000.*
- *Approve budget amendment for the FY24-25 VCTC Regional Transit Technology budget to increase revenues in the amount of \$200,000 in SBCAG Solutions for Congested Corridors Program (SCCP) funds and increase the Professional Services line item by \$200,000.*
- *Approve increase to the MOU's not to exceed amount from \$500,000 to \$700,000. SBCAG contributing \$600,000 in SCCP funds and VCTC contributing \$100,000 in FTA 5339 funds.*

10I. COMMUNITY TRAFFIC CALMING AND & PEDESTRIAN AND BICYCLE SAFETY PROGRAM CONTRACT AWARD

Recommended Action:

- *Authorize the Executive Director to finalize and execute an Agreement with NN Engineering, Inc. to prepare a Community Traffic Calming & Bicycle and Pedestrian Safety Program in an amount not to exceed \$299,870.*

10J. SANTA PAULA BRANCH LINE MONTHLY UPDATES FOR NOVEMBER 2024

Recommended Action:

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

10K. DISASTER RECOVERY CONSULTANT SERVICES CONTRACT AWARD

Recommended Action:

- *Approve award of a contract with Thompson Consulting Services for Disaster Recovery Consultant Services in an amount not to exceed \$192,000 for a two-year-period.*
- *Approve a budget amendment to increase the Santa Paula Branch Line Program Budget Consultant Services expenditures line item by \$192,000 and to increase the State Transit Assistance (STA) revenues line item by a corresponding \$192,000.*

10L. CPS HR CONSULTING SERVICES AMENDMENT

Recommended Action:

- *Approve Contract Amendment #4 with CPS HR Consulting increasing the contract amount by \$22,000 and authorize the Executive Director to execute the contract amendment.*
- *Amend the Fiscal Year 2024/2025 VCTC budget increasing the General Fund Operations Professional and Human Resources expense line item by \$22,000.*

10M. CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT APPLICATION FOR CLIMATE VULNERABILITIES ASSESSMENT AND ACTION PLAN

Recommended Action:

- *Authorize the Executive Director to prepare and submit an application for a Fiscal Year 2025-2026 Caltrans Sustainable Transportation Planning Grant to develop a Ventura County transportation network climate adaptation assessment and action plan.*

10N. BUS AND RAIL RIDERSHIP REPORT

Recommended Action:

- *Receive and file.*

10O. SESPE CREEK OVERFLOW RAILROAD BRIDGE EMERGENCY REPAIRS CONTRACT AMENDMENT

Recommended Action:

- *Approve Amendment No. 1 to the Agreement with Summer Construction, Inc. for Emergency Construction Services to Provide Slope Stability for the Sespe Creek Overflow Bridge Approach on the Santa Paula Branch Line.*
- *Authorize the Executive Director to execute Final Quantity Balancing Change Order (CCO No. 01).*

DISCUSSION CALENDAR:

11. APPROVAL OF FISCAL YEAR 2024/2025 PROGRAM OF PROJECTS AND PUBLIC HEARING

Recommended Action:

- *Open public hearing and receive testimony.*
- *Approve the Program of Projects (POP) for federal transit operating, planning and capital assistance for Fiscal Year (FY) 2024/25 in Attachment A.*

Heather Miller, Program Manager, Programming, gave a verbal presentation on the Approval of Fiscal Year 2024/2025 Program of Projects and Public Hearing. Chair LaVere opened the public hearing at 10:14 a.m. There were no public comments. Chair LaVere closed the public hearing at 10:18 a.m.

Commissioner Chavez moved to approve item 11. Approval of Fiscal Year 2023/2024 Program of Projects and Public Hearing. The motion was seconded by Vice-Chair Judge and passed unanimously.

12. CAMARILLO TRANSIT STATION AMERICANS WITH DISABILITIES ACT (ADA) IMPROVEMENT PROJECT- ACCESSIBLE BOARDING METHOD REPORT AND PUBLIC HEARING

Recommended Action:

- *Conduct public hearing and receive comments on Accessible Boarding Method Report.*

- *Approve Adopting the Accessibility Compliance with U.S. Department of Transportation (USDOT) Level Boarding Regulation.*

Chair LaVere opened the Camarillo Transit Station Americans with Disabilities Act (ADA) Improvement Project Accessible Boarding Method Report and Public Hearing at 10:18 a.m.

Aubrey Smith, Program Manager, Regional Transportation Services, introduced Rail Pros Consultant Dan Thompson, who gave a PowerPoint presentation and overview on the Camarillo Transit Station Americans with Disabilities Act (ADA) Improvement Project Accessible Boarding Method Report. There were no public comments. Chair LaVere closed the public hearing at 10:43 a.m.

Commissioner Chavez moved to approve item 12. Camarillo Transit Station Americans With Disabilities Act (ADA) Improvement Project Accessible Boarding Method Report and Public Hearing. The motion was seconded by Commissioner Lopez and passed unanimously.

13. PORT OF HUENEME ANNUAL UPDATE

Recommended Action:

- *Receive and file an update from the Port of Hueneme.*

Ms. Kristin Decas, Port Director for the Port of Hueneme, gave a PowerPoint presentation and update to the commission on the state of the Port of Hueneme. The Oxnard Harbor District Update presentation was received and filed by the commission.

14. VENTURA COUNTY FARMWORKER HOUSING SURVEY RESULTS

Recommended Action:

- *Receive and file a presentation on the survey results conducted as part of Phases 2 and 3 of the Ventura County Farmworker Housing Study and Action Plan.*

Amanda Fagan, Director of Planning and Sustainability, gave a PowerPoint presentation on the Ventura County Farmworker Housing Survey Results. The commission received and filed the report and update.

15. GENERAL COUNSEL REPORTS- There were none.

16. AGENCY REPORTS:

Southern California Association of Governments (SCAG)

Primary: Commissioner Mike Judge

Commissioner Judge reported on the following items:

- SCAG Transportation Committee-took action on the one-time item SoCal Sustainable Community Actions Program Active Transportation and Safety Program and the contingency list was passed on to the Regional Council for approval.
- SCAG Regional Council received informational presentations. The modeling and technical analysis efforts-Southern California Zero Emissions ZETI efforts and staff report on the 2024 Go Human Program.
- Port of Hueneme received a huge shout out for the good work they are doing with their decarbonization efforts.

Southern California Regional Rail Authority (Metrolink-SCRRA)

Primary: Commissioner Tony Trembley

Alternate: Commissioner Bob Engler

None.

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

Primary: Chair Bryan MacDonald

Alternate: Commissioner Jim White

None.

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 White reported Proposition 4 passed. CalVans is putting together an EV fleet and working on charging Station solutions.

17. ADJOURN

The VCTC December 6, 2024, meeting was adjourned in memory of Councilmember Mike Morgan honoring the 38 years of dedicated service to the Camarillo Council and the community. The next commission meeting will be held at 9:00 a.m. Friday, January 10, 2025, at the City of Camarillo Library, located at 4101 Las Posas Road. Camarillo, CA 93010.



Item 9B

January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for November 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 that are approved by the Executive Director. Staff monitors the revenues and expenditures of the Commission on an on-going basis.

The November 30, 2024, budget report indicates that the revenues were approximately 26.42% of the adopted budget while expenditures were approximately 24.50% 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 Governmental 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 NOVEMBER 30, 2024**

Assets and Deferred Outflows

Cash and Investments	\$ 98,379,565
Receivables/Due from other funds	3,949,822
Prepays and Deposits	874,625
Capital Assets, undepreciated	26,357,123
Capital Assets, depreciated, net	24,630,370
Deferred Outflows	<u>2,227,653</u>
Total Assets and Deferred Outflows	<u>\$ 156,419,158</u>

LIABILITIES, DEFERRED INFLOWS AND FUND BALANCE

Liabilities and Deferred Inflows:

Accrued Expenses and Due to Other	\$ 2,666,412
Deferred Revenue	37,132,826
Deposits	67,059
Accrued Vacation	208,606
Accrued Lease-SBITA liability and interest	431,035
Deferred Inflows	1,056,673
Pension Liability	1,123,467
OPEB Liability	<u>2,737</u>
Total Liabilities and Deferred Inflows:	<u>\$ 42,688,815</u>

Net Position:

Invested in Capital Assets	\$ 50,987,493
Fund Balance	<u>62,742,850</u>
Total Net Position	<u>\$ 113,730,343</u>

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FIVE MONTHS ENDED NOVEMBER 30, 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	\$ 2,372,264	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	1,954,628	\$ 387,356	\$ 4,714,248	\$ 25,177,982	(20,463,734)	18.72
State Revenues	14,866,166	12,869,237	2,489,668	582,590	555,242	1,628	18,521	0	31,383,052	118,541,527	(87,158,475)	26.47
Local Revenues	86,080	0	0	0	0	339,903	757,414	1,632,249	2,815,646	5,217,077	(2,401,431)	53.97
Other Revenues	1,762	0	0	0	0	0	169,400	0	171,162	26,000	145,162	658.32
Interest	76,587	87,976	313,219	38,956	94,084	3,905	12,749	2,597	630,073	1,370,000	(739,927)	45.99
Total Revenues	17,402,859	12,957,213	2,802,887	621,546	649,326	345,436	2,912,712	2,022,202	39,714,181	150,332,586	(110,618,405)	26.42
Expenditures												
Administration												
Personnel Expenditures	1,554,763	0	0	0	0	0	58,212	34,488	1,647,463	4,579,500	(2,932,037)	35.97
Legal Services	1,626	0	0	0	0	0	0	0	1,626	46,200	(44,574)	3.52
Professional Services	67,168	0	0	0	0	0	0	0	67,168	201,200	(134,032)	33.38
Office Leases	90,504	0	0	0	0	0	0	0	90,504	223,400	(132,896)	40.51
Office Expenditures	746,158	0	0	0	0	0	45,318	26,849	818,325	1,057,000	(238,675)	77.42
Total Administration	2,460,219	0	0	0	0	0	103,530	61,337	2,625,086	6,107,300	(3,482,214)	42.98
Programs and Projects												
Transit and Transportation Program												
Regional Transit Technology	401,031	0	0	0	0	0	0	0	401,031	8,453,638	(8,052,607)	4.74
SD-Accessible Mobility Service	78,079	0	0	0	0	0	0	0	78,079	772,000	(693,921)	10.11
VCTC Intercity Bus Services	0	0	0	0	0	0	3,528,247	0	3,528,247	22,556,338	(19,028,091)	15.64
Valley Express Bus Services	0	0	0	0	0	0	0	692,759	692,759	6,289,700	(5,596,941)	11.01
Transit Grant Administration	15,069,526	0	0	0	0	0	0	0	15,069,526	37,453,933	(22,384,407)	40.23
Total Transit and Transportation	15,548,636	0	0	0	0	0	3,528,247	692,759	19,769,642	75,525,609	(55,755,967)	26.18
Highway Program												
Motorist Aid Services	0	0	0	563,712	0	0	0	0	563,712	1,980,900	(1,417,188)	28.46
Highway Program Management	109,423	0	0	0	0	0	0	0	109,423	4,459,846	(4,350,423)	2.45
Total Highway	109,423	0	0	563,712	0	0	0	0	673,135	6,440,746	(5,767,611)	10.45

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FIVE MONTHS ENDED NOVEMBER 30, 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	5,986,851	0	0	0	0	0	0	0	5,986,851	23,829,540	(17,842,689)	25.12
LOSSAN and Coastal Rail	4,687	0	0	0	0	0	0	0	4,687	11,400	(6,713)	41.11
Santa Paula Branch Line	0	0	0	0	0	1,040,223	0	0	1,040,223	13,941,430	(12,901,207)	7.46
Total Rail	5,991,538	0	0	0	0	1,040,223	0	0	7,031,761	37,782,370	(30,750,609)	18.61
Commuter Assistance Program												
Reg Transit Information Center	10,817	0	0	0	0	0	0	0	10,817	55,183	(44,366)	19.60
Rideshare Programs	87,705	0	0	0	0	0	0	0	87,705	314,300	(226,595)	27.90
Total Commuter Assistance	98,522	0	0	0	0	0	0	0	98,522	369,483	(270,961)	26.66
Planning and Programming												
TDA Administration	0	13,002,842	17,811	0	1,884	0	0	0	13,022,537	42,807,939	(29,785,402)	30.42
Transportation Programming	14,311	0	0	0	0	0	0	0	14,311	83,900	(69,589)	17.06
Regional Transportation Planning	178,864	0	0	0	0	0	0	0	178,864	1,420,962	(1,242,098)	12.59
Airport Land Use Commission	0	0	0	0	0	0	0	0	0	13,635	(13,635)	0.00
Regional Transit Planning	110,935	0	0	0	0	0	0	0	110,935	7,157,000	(7,046,065)	1.55
Total Planning and Programming	304,110	13,002,842	17,811	0	1,884	0	0	0	13,326,647	51,483,436	(38,156,789)	25.89
General Government												
Community Outreach	76,718	0	0	0	0	0	0	0	76,718	226,600	(149,882)	33.86
State and Federal Relations	66,089	0	0	0	0	0	0	0	66,089	155,500	(89,411)	42.50
Management and Administration	36,037	0	0	0	0	0	0	0	36,037	282,600	(246,563)	12.75
Total General Government	178,844	0	0	0	0	0	0	0	178,844	664,700	(485,856)	26.91
Total Expenditures	24,691,292	13,002,842	17,811	563,712	1,884	1,040,223	3,631,777	754,096	43,703,637	178,373,644	(134,670,007)	24.50

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCE
FOR THE FIVE MONTHS ENDED NOVEMBER 30, 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 over (under) expenditures	(7,288,433)	(45,629)	2,785,076	57,834	647,442	(694,787)	(719,065)	1,268,106	(3,989,456)	(28,041,058)	24,051,602	14.23
Other Financing Sources												
Transfers Into GF From LTF	5,680,853	0	0	0	0	0	0	0	5,680,853	11,348,870	(5,668,017)	50.06
Transfers Into GF From STA	1,422,419	0	0	0	0	0	0	0	1,422,419	5,761,799	(4,339,380)	24.69
Transfers In GF From SGR	156,460	0	0	0	0	0	0	0	156,460	5,931,543	(5,775,083)	2.64
Transfers Into GF From SAFE	19,854	0	0	0	0	0	0	0	19,854	442,000	(422,146)	4.49
Transfers Into GF From SPBL	89,752	0	0	0	0	0	0	0	89,752	190,200	(100,448)	47.19
Transfers Into SPBL From STA	0	0	0	0	0	1,128,348	0	0	1,128,348	12,024,630	(10,896,282)	9.38
Transfers Into VI From STA	0	0	0	0	0	0	2,000,000	0	2,000,000	6,008,453	(4,008,453)	33.29
Transfers Into VE	0	0	0	0	0	0	0	2,304	2,304	1,307,500	(1,305,196)	0.18
Transfers Out of LTF Into GF	0	(5,680,853)	0	0	0	0	0	0	(5,680,853)	(11,348,870)	5,668,017	50.06
Transfers Out of STA Into GF	0	0	(1,422,419)	0	0	0	0	0	(1,422,419)	(5,761,799)	4,339,380	24.69
Transfers Out of STA Into SPBL	0	0	(1,128,348)	0	0	0	0	0	(1,128,348)	(12,024,630)	10,896,282	9.38
Transfers Out of STA Into VI	0	0	(2,000,000)	0	0	0	0	0	(2,000,000)	(6,008,453)	4,008,453	33.29
Transfers Out of STA into VE	0	0	(2,304)	0	0	0	0	0	(2,304)	(7,500)	5,196	30.72
Transfers Out of SAFE Into GF	0	0	0	(19,854)	0	0	0	0	(19,854)	(442,000)	422,146	4.49
Transfers Out of SPBL Into GF	0	0	0	0	0	(89,752)	0	0	(89,752)	(190,200)	100,448	47.19
Transfers Out of SGR Into GF	0	0	0	0	(156,460)	0	0	0	(156,460)	(5,931,543)	5,775,083	2.64
Transfers Out of SGR Into VE	0	0	0	0	0	0	0	0	0	(1,300,000)	1,300,000	0.00
Total Other Financing Sources	7,369,338	(5,680,853)	(4,553,071)	(19,854)	(156,460)	1,038,596	2,000,000	2,304	0	0	0	0.00
Net Change in Fund Balances	80,905	(5,726,482)	(1,767,995)	37,980	490,982	343,809	1,280,935	1,270,410	(3,989,456)	(28,041,058)	24,051,602	14.23
Beginning Fund Balance w/o capital assets	5,830,033	18,194,081	31,497,588	3,975,722	7,794,251	25,367	43,271	0	67,360,313	33,572,663	33,787,650	200.64
Long-term Pension/OPEB/Vacation/Lease/SBITA Net Adjustment*	(583,698)	0	0	0	0	0	(44,309)	0	(628,007)	0	(628,007)	0.00
Ending Fund Balance	\$ 5,327,240	\$ 12,467,599	\$ 29,729,593	\$ 4,013,702	\$ 8,285,233	\$ 369,176	\$ 1,279,897	\$ 1,270,410	\$ 62,742,850	\$ 5,531,605	\$ 57,211,245	1,134.26

*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 NOVEMBER 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	\$10,535.66	EAC & 1.08%	\$ 3,000,946.84
LAIF	State Pool	N/A	82,420.83	4.71%	10,209,335.61
County of Ventura	Treasury Pool	N/A	530,408.70	4.57%	85,034,728.58
State of California	Deposit on Mediation	N/a	6,706.79		0
VCCF Bike Fund	Investment	N/A	Annually	annually	19,306.92
Total			\$630,071.98		\$98,264,317.95

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. 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.

In May 2024, VCTC sent \$579,000 to the State of California Condemnation division for the acquisition of certain and specific property interest in an eminent domain action. These funds are not liquid and therefore are not shown as cash on the Balance Sheet. However, these funds earn interest from the State and are included in the Income Statement and will be used for Metrolink purposes.

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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January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: CONTRACT AMENDMENT FOR FINANCIAL AUDITS, EIDE BAILLY, LLP

RECOMMENDATION:

- Approve a contract amendment (Attachment 1) with Eide Bailly, LLP, to extend the financial audit contract by one year.

BACKGROUND:

The Ventura County Transportation Commission (VCTC) is required to have a financial and Federal Single audit(s) conducted each year by an independent auditing firm. In March 2020, VCTC entered into a contract with Eide Bailly, LLP to perform VCTC's financial audits for five years (March 2020 agenda item 8C). The contract with Eide Bailly, LLP, was completed with the audit for Fiscal Year 2023/2024 financials submitted to the Commission for approval at the December 2024 meeting.

DISCUSSION:

VCTC normally issues a Request for Proposals (RFP) every five (5) years for its financial audits. However, VCTC staff is proposing a one-time, one-year extension of the contract with the financial auditors. Eide Bailly, LLP, due to the anticipated retirements of VCTC's Finance Director in February 2025 and Programming Director in May 2025. Staff discussed the workload of on boarding a new audit firm in conjunction with two new directors learning their new positions. Since Eide Bailly, LLP is already familiar with VCTC's procedures and processes, the continuity would allow for a smoother transition for VCTC staff and allow the audit firm to efficiently and effectively audit VCTC's fiscal year 2024/2025 financials. Eide Bailly plans to assign the same audit Partner and Manager currently on the team. This recommendation is allowable under current regulations and would not preclude the audit firm from proposing in the next RFP.

The original audit costs for five years were for a not to exceed amount of \$264,000. Since the original proposal in 2020, several factors have caused auditing costs to increase. These issues are discussed in Eide Bailly's proposal (Attachment 2). These cost increases would have been incorporated into a regular RFP process and staff feels that the proposed cost of \$69,825 (\$66,500 audit fee plus 5% Technology fee of \$3,325) to be acceptable for an additional year of auditing VCTC's financial statements and one federal single-audit. Therefore, staff is recommending approval of Amendment 1 to increase the audit term by one-year and increase the not to exceed amount to \$333,825.

Attachment 1

**AMENDMENT NO. 1
TO AGREEMENT BETWEEN VENTURA COUNTY TRANSPORTATION COMMISSION
AND EIDE BAILLY, LLP FOR PROFESSIONAL SERVICES**

THIS AMENDMENT NO. 1 to AGREEMENT (Dated March 12, 2020) (AGREEMENT) is made between Ventura County Transportation Commission (VCTC) and Eide Bailly, LLP (CONTRACTOR) effective January 10th, 2025.

The Parties mutually agree to amend the Agreement as follows:

A. Section 3 – TERM

This section is amended to add an additional one-time extension option for one (1) year (Additional Extension Option). VCTC may elect to exercise this Additional Extension Option by providing written notice to CONTRACTOR of its intent to exercise the Additional Extension Option prior to the expiration of the “Extension Option” term.

B. Section 4 – COMPENSATION/INVOICING

This section is amended to add the following language:
If VCTC exercises its Additional Extension Option, the Total NTE Amount for the Initial Term, Extension Option, and the Additional Extension Option to be increased by \$69,825 for a new NTE amount of \$333,825 (\$264,000 plus \$69,825) – Total NTE Amount).

Except for the foregoing, all other terms and conditions of the Agreement shall remain unchanged and in full force and effect. In the event of an inconsistency between this Amendment No. 1 and the Agreement, the terms of this Amendment No. 1 shall prevail.

IN WITNESS WHEREOF,

The Parties hereto have caused this Amendment No. 1 to Agreement to be executed on the date first written above.

EIDE BAILLY

Ventura County Transportation Commission

By:

By: _____
Matt La Vere, VCTC Chair

Jessica Andersen, Partner, January ____, 2025

APPROVED AS TO FORM:

Steven Mattas, General Counsel Ventura County Transportation Commission

Attachment 2



December 10, 2024

Sally DeGeorge, Finance Director
Ventura County Transportation Commission
751 E. Daily Dr. Ste. 420
Camarillo, CA 93010

Dear Ms. DeGeorge,

Thank you for giving Eide Bailly LLP the opportunity to propose on continued audit services for the fiscal year ending June 30, 2025. We believe Eide Bailly continues to be the right firm for Ventura County Transportation Commission (VCTC) for the following reasons:

Government Industry Experience

The government industry represents one of Eide Bailly's largest niche areas — with more than 1,200 government clients firmwide. We provide audit services for transportation agencies as well as cities, counties, school districts, colleges and universities, fire relief agencies, housing authorities, state agencies, and tribal entities. Through serving these clients, our professionals have gained focused expertise in the government industry and will provide you with insightful advice that aids in managing the finances of VCTC.

We have over 300 full-time professionals who participate in our Government Industry Group. These professionals share information, learn from others and stay up to date on industry developments. To gain the greatest benefit, the knowledge is shared with professionals across the firm. We'll proactively meet the needs of VCTC and can act as not only your engagement team, but also as business advisors when new pronouncements, standards or laws become applicable. With the vast array of services we offer our government clients, our team has the experience and knowledge to address any of your concerns.

Audit Approach

Our staff is passionate about their work and your success. We'll continue to customize our approach to meet your needs. Prior to beginning the engagement, we'll meet with your management team to discuss:

- The engagement timeline.
- The audit approach and process.
- Additional considerations that may affect scope, schedules and workpapers to be prepared by your personnel.

During the course of our audit services, we'll hold periodic meetings with your management. This continuous interchange of information will keep you fully informed and provide us with timely information so we can best serve your organization. We'll work with your staff to deliver a quality product and limit any disruptions in your day-to-day activities.

What inspires you, inspires us. | eidebailly.com

10681 Foothill Blvd., Ste. 300 | Rancho Cucamonga, CA 91730-3831 | T 909.466.4410 | F 909.466.4431 | EOE



Your Service Team

We understand personal service is important to our clients. You'll continue working with a team that has extensive knowledge and experience in your industry. **Jessica Andersen** will continue to lead the team and serve as the Engagement Partner, **David Preciado** will serve as the Audit Manager and **Eric Anderson** will serve as the Audit Senior Associate. These professionals bring strong credentials and a desire to work with VCTC. These individuals will continue to serve as your primary contacts. We'll complement the project team with additional resources as necessary. In accordance with government code section 12410.6, the lead audit partner must rotate responsibilities after six consecutive fiscal years. Jessica Andersen has served as the audit partner for five consecutive years and is able to continue for the June 30, 2025 fiscal year. Further, Eide Bailly is prepared and able to rotate audit partners in the future to comply with this code section, and able to continue as your auditors beyond this upcoming fiscal year.

We realize other firms are knowledgeable as well; however, we believe what differentiates us is personal and attentive service from all members of our service team, including partners and senior-level staff. We'll continue getting to know you and your staff and take the time to understand your specific challenges and opportunities. We deliver honest and insightful advice beyond what is normally experienced in the public accounting industry.

Timeliness

We will continue to meet your deadlines. Our professionals are trained to anticipate, identify and respond to your needs in a timely manner. We'll work closely with your management team to customize our audit services to your needs. We believe in clear, up-front, and open communication with no surprises.

Value for Fees

You can continue to expect quality service at reasonable fees. Eide Bailly has established a reputation of providing quality work at a fair price. Our fees are based on the complexity of the issue and the experience level of the personnel necessary to address it. In the event you request additional services, Eide Bailly will obtain your agreement on fees before such work would begin. In other words, there will be no hidden fees.

Since our proposal dated January 23, 2020, so much has changed in the world. We proposed and entered a contract with VCTC prior to March 13, 2020, when COVID-19 made its appearance. We have honored the pricing of our five-year contract from our proposal, even though significant external factors have impacted our operating environment. We've highlighted below some of the significant elements impacting our pricing for the June 30, 2025 audit:

- COVID 19 – the lockdowns and subsequent changes to the operational environment cannot be overlooked. A number of regulatory changes from the Federal government have impacted VCTC. VCTC receives substantial federal funding, and as a result single audit testing has significantly increased in scope. Federally funded programs involving COVID-19 funding are often deemed higher risk, and subject to additional audit requirements. Further, transportation funding has often been flagged for increased risk. This has resulted in increased audit effort for federal funding.
- Inflation – Record inflation began in early 2021 as a result of the COVID 19 lockdowns and policies, and has continued for the past few years. Like our peer firms in the industry, our fees have been impacted by the increased costs to retain exceptional employees and keep up with demand in the marketplace. Due to inflationary pressures, we have been under-market while under our 5-year contract.
- New accounting and auditing standards – Several new accounting standards will impact VCTC in upcoming years, and changes have been made to the auditing standards which began impacting our audits for June 30, 2024. Our previous contracted pricing did not contemplate these changes.



We understand your concerns; increasing costs are frustrating. Keep in mind that all organizations, including VCTC, have been working with the same economic challenges of increased costs to operate, and there is also a rise in demand, which results in the need to charge more for our services. As a result, our fees for the upcoming audit reflect currently known market conditions and pricing. We propose the following fee schedule based on our understanding of the scope of work and the level of involvement of VCTC's staff:

Engagement Services and Fees

Professional Services	FY 2024-2025
Audit	\$59,950
Single Audit*	\$6,550
Total Fees	\$66,500

**Assumes one major program. Additional major programs to be billed at \$5,500 per program.*

Engagement Rates for FY 2024-2025

Level	Rate	Hours
Partner	\$395	35
Senior Manager	\$330	-
Manager	\$275	80
Senior Associate	\$225	120
Staff	\$175	120
Clerical/Admin	\$125	4
Total Hours		359

Out-of-Pocket Expenses

The professional fees listed above are inclusive of all out-of-pocket expenses, and you will not be billed for expenses such as travel time, mileage and meals.

Technology Fee

The current environment's pace of change continues to accelerate, and the cost and complexity of technology is leading that charge. At Eide Bailly, we're committed to delivering high quality services as effectively and efficiently as possible to our clients, and this requires significant increases in our investments in technology. As a result, a 5% technology fee will also be applied to support and enhance the quality work we provide by investing in technology. This fee was adopted across the firm beginning in 2024.

We Want to Continue Working with You

We believe the qualifications of our firm and your service team merit serious consideration. You'll continue to be a highly valued client, and we'd be proud to continue working with Ventura County Transportation Commission and build upon the trusting relationship we have with your team. Please contact me if you would like to discuss any aspect of this proposal.

Sincerely,

Jessica Andersen, CPA
Partner | 949.420.5107 | jandersen@eidebailly.com



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Item 9D

JANUARY 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MATT MILLER, PROGRAM MANAGER - TRANSIT CONTRACTS
SUBJECT: AMENDMENT TO CONTRACT WITH RIDE CO US, INC

RECOMMENDATION:

- Approve amendment number two to the contract with RideCo US, Inc for demand response scheduling and dispatching software to add additional project features and functionality and increase the five-year contract not to exceed (NTE) amount from \$1,109,618.76 to \$1,952,407 as outlined in Attachment 1.
- Approve budget amendment for the FY24-25 VCTC Regional Transit Technology budget to add a new “Local” revenue line item in the amount of \$173 and add a “Local Pass-Through” expense line item and increase it by the same amount to facilitate distribution of fare revenue to local jurisdiction made by in-app trip payments.
- Approve budget amendment for FY24-25 VCTC Regional Transit Technology budget to add a new “local contribution” revenue line item in the amount of \$9,600 and increase the Professional Services line item by the same amount.

BACKGROUND

At the May 10th, 2024 Commission meeting, the Commission voted to approve award of a five-year contract to RideCo US, Inc for a countywide demand response scheduling and dispatching software system for a total five-year not to exceed amount of \$1,109,618.76. The contract included several optional products and features that could be purchased to enhance transit service and improve overall efficiency, but none were chosen to be purchased at the time of award. Additionally, since launching the software at several operators throughout the County, changes have been necessary to properly implement the software such as ensuring each agency receives a white label app, individualized training, increasing the number of tablets needed, increasing the number of vehicles at each location, and adding microtransit services. Lastly, Moorpark and Simi Valley have elected to include microtransit services in this contract. The additional service and the optional products and features account for over 90% of the amendment cost increase.

DISCUSSION

As mentioned above, this amendment is seeking to increase the total five-year NTE in order to add optional features included in the contract, clarify and add necessary functionality to the system, including adding Mandarin language translation on the public rider app, additional tablets and vehicles to a number of locations, Simi Valley's future micro-transit service, and fold in Moorpark City Transit's (MCT) existing On-Demand micro-transit service into the countywide contract.

Necessary Changes for Proper Functionality

The RideCo system is a new software being deployed at several different operators countywide and has replaced or will replace legacy systems that had been in place for many years. As implementation began at the agencies, unknown needs became known and changes were necessary for the system to work optimally. Though tablets were planned for only 10 vehicles for Valley Express as that is how many are needed at peak, an additional five tablets will be added to the remaining vehicles since any one of their 15 vehicles may be used for demand response operations. In Thousand Oaks, an extra tablet was needed for a vehicle that was not counted when the Request for Proposals (RFP) was released. Additionally, English to Mandarin language translation for the public rider app was needed per Thousand Oaks Transit's Title VI program. Other changes needed were ensuring that each agency receives a specific City/Agency branded public rider app and agency on-site training. The original contract included only the option for only one public rider app for the entire system and a total of one week of training for the entire contract, expecting all operators would be trained at the same time. Given the phasing of implementing the software one agency at a time and the differences service characteristics, this was not feasible and thus, a contract amendment is necessary to implement this feature.

Optional Features from Contract

The contract contains offers for optional features to enhance service and increase efficiency including an Eligibility Management system for ADA applications and certifications and Productivity Boosters for demand response service.

The ADA Eligibility Management system was requested by VCTC Regional Planning staff to be added to replace the current system used by Mobility Management Partners (MMP), VCTC's contracted service provider for ADA eligibility management. The new system will replace an aging system, provide more transparency to VCTC staff, and streamline communication between operators serving ADA certified individuals. The system's data is also connected to the backend of each operator's scheduling system so that the information that is added by MMP is automatically available to each operator making dial-a-ride scheduling much more streamlined.

The other optional feature requested to be added are Productivity Boosters for those operators wanting them. The productivity boosters include live driver alerts dashboard for enhanced supervision by frontline dispatchers, driver schedule optimization for increase cost effectiveness, and the ability to control frequency variation for public dial-a-ride and microtransit zones. The operators agreed to wait until the software was in place for a while before deciding whether to implement the boosters. Thus far, Camarillo and Valley Express, the two agencies implemented first, have requested these boosters be turned on for their service. The agencies requesting the boosters are agreeing to reimburse VCTC for the cost of them though the increased contract amount allows for all agencies to implement the boosters if they choose in the future.

Added Service

Not included in the original contract was a new microtransit service for Simi Valley Transit and Moorpark's existing MCT On-Demand. Simi Valley Transit decided they wanted to develop and implement a brand new microtransit zone in their service area using the RideCo solution while retaining their current paratransit scheduling software.

Lastly, the existing MCT On-Demand program has been using the RideCo platform under their own contract to serve residents and visitors in the City of Moorpark. The City's current contract with RideCo is coming to an end and the City wishes to continue the program with RideCo. Since VCTC is funding RideCo for all county operators, it is more cost effective and equitable to add Moorpark's program to the larger VCTC contract. Moorpark's MCT On-Demand program will remain exactly the same otherwise.

Since these services were not accounted for in the original contract they must be added through an amendment.

In App Payments

A feature included with the RideCo public rider app is the ability to pay for trips with a credit card while booking a trip. When Camarillo launched the system, this feature was left on by mistake and revenue was collected this way, prior to VCTC realizing it or determining the proper disbursement process for fare revenue collected through the app. When staff was notified of fare revenue collected through the Camarillo app, VCTC staff requested the feature be turned off. Some rides were paid for with credit cards before being turned off and the fare revenue belonging to the City of Camarillo was deposited into the VCTC account. In order to properly disburse this fare revenue back to the City of Camarillo, an amendment to the Regional Transit Tech budget is needed. A "Local Fee" revenue line must be added in the amount of \$173 so that the Finance department can account for the collection of funds. The Local Pass-Through line item must increase in the same amount.

Contingency & Budget Impacts

In addition to the changes described above, staff is including a 10% contingency of \$177,492 to assist with any further unforeseen changes that may need to be made in the next five years. The total cost increase for this five-year contract, including the 10% contingency, is \$842,788 for a total NTE amount of \$1,952,407. The project is included in the Regional Transit Technology Program and there is enough funding in the FY 24-25 budget for these additions that are expected to be paid in the fiscal year. The costs will be expended over multiple years and the cost for these additions in future budget years will be accounted for as part of the budget process.



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Item 9E

January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: AUBREY SMITH, PROGRAM MANAGER
DOLORES LOPEZ, TRANSIT PLANNER**

**SUBJECT: AUTHORIZE REQUEST FOR PROPOSALS (RFP) FOR AMERICANS
WITH DISABILITIES ACT (ADA) CERTIFICATION SERVICES**

RECOMMENDATION:

- Authorize staff to release RFP for ADA Certification Services pending comments from Ventura County transit operators.

BACKGROUND:

The ADA mandates that each public entity operating a fixed-route transit system provide complementary paratransit service to individuals whose functional disabilities prevent use of accessible fixed-route bus systems. Each public transit agency is required to establish a certification process for determining ADA paratransit eligibility for complementary paratransit service. In Ventura County, the local transit operators have agreed that VCTC should operate a uniform ADA certification program covering the entire county. In March 2020, the Commission approved a three (3) year contract with Mobility Management Partners, Inc. (MMP) to provide the certification service which included two one (1) year extension options. Both extension options were exercised, and the contract is now set to expire on June 30, 2025.

DISCUSSION:

VCTC staff is working with the staff of the transit operators to develop the scope of work for the ADA Certification Services RFP. The base contract is proposed to carry a three-year term, with provisions for one two-year extensions.

The scope of work outlined in the RFP will reflect the current hybrid certification model, incorporating both phone and in-person interviews to determine eligibility. This model has been successfully implemented and used since July 1, 2024 and allows for flexibility while ensuring applicants receive appropriate assessments tailored to their functional needs.

The RFP reflects recent program updates, including an increase in the certification period from three to five years for most applicants. This change reduces administrative burden while enhancing convenience for individuals with ongoing eligibility. It also incorporates the provision for permanent certifications for applicants aged 85 and older or those with permanent, unchanging conditions. These updates align with the needs of Ventura County's aging population and demonstrate a commitment to an efficient and equitable certification process.

The contractor will be tasked with managing new applications, recertifications, functional assessments, and eligibility determinations for paratransit services across Ventura County. To ensure transparency and program effectiveness, the selected contractor will work closely with VCTC staff, providing regular updates and reports. Robust data security measures, including HIPAA compliance, will be a critical requirement to safeguard sensitive applicant information.

Staff intends to release the RFP subsequent to Commission authorization and return to the Commission in spring 2025 with a recommendation for contract award.



Item 9F

January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: REBUILDING AMERICAN INFRASTRUCTURE WITH SUSTAINABILITY AND EQUITY (RAISE) GRANT PROGRAM

RECOMMENDATION:

- Approve submission of a grant application requesting \$20 million from the RAISE Program for final design for the U.S. 101 Auxiliary Lanes project.

DISCUSSION:

Rebuilding American Infrastructure with Sustainability and Equity (RAISE) is the federal government's flagship competitive grant program for transportation infrastructure projects across all modes. The Infrastructure Investment and Jobs Act (IIJA) significantly increased funding for the program, with \$1.5 billion to be allocated this year. Applications for the current competitive round are due January 30th.

According to the program guidelines, grant proposals will be evaluated based on criteria including safety, sustainability, quality of life, mobility and community connectivity, economic competitiveness and opportunity, state of good repair, innovation, and partnership and collaboration. The IIJA provides that areas defined as Historically Transportation Disadvantaged, which includes most of western Ventura County, are exempted from federal match requirements.

In the past most Ventura County agencies have not competed well for federal competitive programs such as RAISE. Even if an applicant can meet the minimum federal match requirement, they are usually at a disadvantage in a competitive grant program because priority is generally given to applicants who commit to providing substantially more than the minimum-required match. With no local transportation fund source, grant applications from VCTC will always face a large disadvantage competing with most other areas, which do have such funding measures.

VCTC is nearing completion with preparation of the draft environmental document for U.S. 101 improvements extending through Thousand Oaks, Camarillo, Oxnard, and Ventura. In 2023, VCTC submitted a request for \$20 million for final design of a portion of the proposed U.S. 101 improvements, specifically for auxiliary lanes in Camarillo. However, with the new Administration staff is recommending that VCTC again submit an application for U.S. 101 improvements design. Should the application be approved, the federal contribution of \$20 million for a portion of the overall project would help increase the total amount of funds available for the entire project.



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Item 9G

January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: HEATHER MILLER, PROGRAM MANAGER

SUBJECT: ACCESS FOR ALL PROGRAM GRANT AGREEMENT

RECOMMENDATION:

- Approve the Agreement for Services (Attachment "A") with Ventura Transit System to provide on-demand wheelchair accessible transportation in Ventura County using Access for All grant funding totaling \$257,392 for a period of performance beginning upon execution of the Agreement through June 30, 2028.
- Approve and authorize the Executive Director to make immaterial amendments in accordance with the provisions set forth in the Agreement for Services.

BACKGROUND:

Launched in 2018, 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 using wheelchairs whose needs are not being met by conventional transit or paratransit services or services provided by Transportation Network Companies (TNCs) like Uber and Lyft.

Local Access funds are generated by the collection of a 10-cent fee for every TNC trip originating in the county. Ventura County received a total of \$173,311 in total Access funds for Cycles 3 (2023) and 4 (2024) combined to be distributed to selected Access Providers after a competitive selection process.

In January 2024, as the designated Local Access Fund Administrator (Lafa), VCTC issued a combined call-for-projects that included both local Access funds and Federal Transit Administration (FTA) 5310 funds since both programs share the common goal of enhancing mobility for seniors and persons with disabilities beyond that which traditional public transportation services offer.

On November 1, 2024, upon recommendation from staff after a competitive selection process, the Commission approved the award of 2023/2024 Access for All funding totaling \$173,311 to the Ventura Transit System (VTS), the recommended Access Provider for Ventura County, to provide on-demand wheelchair accessible transportation in Ventura County.

DISCUSSION

As the designated Lafa, VCTC is the recipient of Access funds from the CPUC for Ventura County and thus responsible for managing the distribution of grant funds, developing program guidelines and

administering the program. Ventura Transit System (VTS) was selected to continue as Ventura County's Access Provider extending this role since their first selection as Access Provider in 2023 for Cycles 1 and 2 AFA funds. VTS was approved as a county Access Provider to deliver on-demand transportation service countywide to individuals in wheelchairs with availability and flexibility of service similar to Uber or Lyft.

The local Access for All program in Ventura County is designed as a fare subsidy program to reduce the passenger's cost of travel and to incentivize local TNCs to provide round-the-clock on-demand transportation options with wheelchair accessible vehicles. VTS, as the selected service provider, has the ability to leverage an existing non-emergency medical transportation (NEMT) operation that includes a fleet of wheelchair accessible vehicles, maintenance personnel, dispatch, and drivers able to deliver the service both cost effectively and without delay. The service is available 24 hours a day / 7 days a week with passenger fares comparable to that of Uber and Lyft.

The local Access for All service started in September of 2023 with a modest promotional plan due to the uncertainty of demand and the question of sustainability of a countywide program given the limited amount of funding. The program was structured as a fare subsidy program wherein the contracted provider, VTS, would submit a quarterly reimbursement request to VCTC for completed WAV trips. The per trip performance-based reimbursement plan allowed VCTC to gauge the demand and cost for the service without committing a large upfront investment.

The program proved to be a modest success providing essential transportation options for individuals in wheelchairs at hours and on routes outside traditional paratransit operations, such as rides provided late into the evening, on weekends, and cross-county one seat trips. With trips requested by phone, the program averaged approximately 65 trips per month in its first full year of operation. Future goals for the program include incorporating a digital platform or application to book rides, providing a marketing budget to increase visibility of the program to county residents unaware of the service, and purchasing a hybrid wheelchair accessible van to supplement the current fleet and lower vehicle emissions when operating the service.

Staff recommends approval of the Agreement for Services with Access Provider VTS extending their role as service provider of the on-demand countywide WAV service in accordance with the provisions set forth in the Agreement. The Agreement details the agreed upon scope of service, terms of reimbursement, period of performance, and funding amount totaling \$257,392 which includes new funding of \$173,311 awarded in November and carryover funds of \$84,071 awarded in 2023. The new contract allows for up to \$10,000 to be used to promote the local AFA service. Additionally, since \$84,071 in carryover funds remain from the Cycles 1 and 2 AFA award, the new contract allows for up to \$75,000 in grant funds to purchase a hybrid wheelchair accessible van dedicated to the service. Remaining funds will be used to support the subsidized fare program. The CPUC requires quarterly performance reports from all Access Providers approved for funding including service performance metrics. VTS will be required to report for the duration of the contract term or until such time grant funds are expended.



ITEM 9H

January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)
FROM: GEISKA VELASQUEZ, PROGRAM MANAGER
SUBJECT: ACTIVE TRANSPORTATION PROGRAM (ATP) CYCLE 7 METROPOLITAN PLANNING ORGANIZATION (MPO) REGIONAL COMPONENT - PRIORITIZED LIST OF PROJECTS

RECOMMENDATION:

- Approve the Prioritized List of Projects in Attachment A, allowing VCTC to advance projects for funding in the Regional Component of the Cycle 7 Active Transportation Program (ATP).
- Authorize the Executive Director to submit the Prioritized List of Projects to the Southern California Association of Governments (SCAG) and approve any future technical changes or substitutions if funds are made available in the future (subject to CTC approval).

BACKGROUND

The California Active Transportation Program (ATP) encourages the increased use of active modes of transportation such as biking and walking, and has six main goals:

1. Increase trips by biking and walking.
2. Increase safety/mobility of non-motorized users.
3. Advance active transportation efforts to achieve greenhouse gas reduction goals.
4. Enhance public health, reduce childhood obesity through programs like for Safe Routes to School.
5. Ensure disadvantaged benefit from the program.
6. Provide a broad spectrum of ATP project types.

ATP funding is awarded through two funding programs, the Statewide ATP and Regional ATP, which are initiated through a call-for-projects issued by the California Transportation Commission (CTC). Applications submitted to the Statewide ATP that are not selected for funding are automatically considered for funding in the Regional ATP component. This portion is administered locally by SCAG, where 5% is identified from the regional portion for active transportation planning and capacity building, which includes ATP plans as well as quick build demonstration projects. For Cycle 7 this portion was administered through a supplemental call-for-projects to help implement the SCAG Sustainable Communities Program (SCP) for Active Transportation and Safety (ATS) projects that implement regional priorities identified in the Connect SoCal plan, and leveraging funding through the federal Safe Streets & Roads for All (SR4A) program.

The 2024 State Budget decreased the expected ATP Cycle 7 funding, significantly reducing available funds compared to prior years, to an estimated \$168,000,000 across California. Cycle 7 ATP covers fiscal years 2025/26 through 2028/29, and funds project types including new Infrastructure, ATP Plans, Non-Infrastructure, Infrastructure Projects with Non-Infrastructure Components, and Quick-Build projects. Caltrans and the CTC reviewed all Statewide ATP applications and scores were assigned to each based on the adopted CTC Scoring Criteria, with a maximum of 100 points possible. The projects were then ranked and those projects with the highest ranking receive funding through the Statewide ATP announced at the December CTC meeting. A total of 227 applications for Statewide ATP were received by the CTC and nine (9) projects were selected for funding, with scores ranging from 96 to 100. There were three (3)

project applications from Ventura County, none of which were selected for funding for Statewide ATP and are therefore evaluated under the Regional ATP component administered by SCAG.

The Regional ATP is administered for the State by CA Metropolitan Planning Organizations (MPO) and is therefore often also called the MPO component. Applications from Ventura County jurisdictions considered for Regional ATP are funded through SCAG with input from VCTC including approval of the additional 20-point methodology (November 1, 2024) and a recommendation of prioritized projects (Attachment A) and under consideration for approval by VCTC on January 10, 2025.

At the November 2024 meeting, VCTC approved the following prioritization methodology which was applied to project applications competing for Regional ATP funds in Ventura County (Attachment A):

1. Construction Projects: Up to twelve (12) points will be awarded for project readiness:
 - a. Four (4) Points will be awarded if a Project is identified in an adopted Local Community Active Transportation Plan such as a city-wide bicycle and pedestrian plan, OR
 - b. Eight (8) Points will be awarded if a project is identified in a plan and the conceptual design has been completed, OR
 - c. Twelve (12) Points will be awarded if the project is identified in a plan and the conceptual design has been completed and the ATP Cycle 7 application shows the preconstruction phases fully funded by the Local Agency
- Up to three (3) points will be awarded for a project demonstrating enhanced access to transit stops.
2. Planning Projects: Fifteen (15) points will be awarded if the project is to prepare a Citywide, Areawide or Corridor Specific Active Transportation Plan,
3. Any Project with a Safe Routes to Schools Component: Projects will be awarded five (5) points if the Safe Routes to Schools box is checked in the Cycle 7 Application.

DISCUSSION

Of Cycle 7 funding, \$35M was identified for the SCAG Regional ATP and of that portion a minimum of 25% of regional funds must benefit disadvantaged communities, and a maximum of 2% of Regional ATP may fund the development of active transportation plans, roughly \$700,000 for the entire SCAG region.

The counties within the SCAG regional have estimated funding targets for the Regional ATP component. At roughly 5% of the population, Ventura County's funding target is \$1,493,000 for the implementation of projects category, and \$79,000 for planning and capacity building category.

For the administration of the 5% Regional ATP funding for planning and capacity building for Cycle 7 (\$1,750,000) SCAG issued a call-for-projects to help implement the SCAG Sustainable Communities Program (SCP) for Active Transportation and Safety (ATS) projects that implement regional priorities identified in the Connect SoCal plan, while also leveraging additional funding through the federal Safe Streets & Roads for All (SR4A) program. Applications passed on by the Statewide ATP were automatically under consideration for this funding, but SCAG also accepted applications directly to this program through a supplemental call-for-projects. The application period closed on Sept. 27, 2024, and projects were awarded by the SCAG Regional Committee on December 5, 2024. Under consideration for this funding from Ventura County jurisdictions were two projects, one from the Statewide ATP application and one directly submitted to the SCAG supplemental call-for-projects.

Forwarded from the Statewide ATP was the City of Oxnard's Transforming Oxnard towards Active Transportation plan, with a request of \$900,000 in FY25/26. As identified in Attachment A, this project received a score of 77 from the CTC and an additional 23 points from the VCTC prioritization, making it the highest scoring request for Regional ATP in Ventura County at 100 points. As the request exceeded the 2% maximum available for active transportation plan funding for the region it was not approved for funding by SCAG, however it is staff's recommendation that it be included on the contingency list if funding becomes available before the next ATP programming cycle.

For the SCAG supplemental call-for-projects, the City of Port Hueneme submitted the only application from Ventura County, which was scored separately by SCAG appointed reviewers including VCTC staff and two

others from other SCAG area agencies. Full funding was awarded by SCAG for the implementation of Rectangular Rapid Flashing Beacons citywide at \$70,150, with implementation expected to begin next year.

The awarded funding for this project was subtracted from the \$79,000 funding target for Ventura County for planning and capacity building. The remaining \$8,850 was added to the Implementation category providing a total of \$1,501,850 for the remaining ATP applications from Ventura County for Cycle 7.

For the Implementation Category, two applications were submitted to the State from Ventura County including a request for \$8,667,000 from the City of Ventura for the planning, design and construction of the Eastside Neighborhood Greenway project, and a request for \$726,000 from the City of Thousand Oaks for the construction of the Route 23/Olsen Road Bike Improvements. The two requests totaled \$9,393,000, exceeding the available funding by \$7,892,150. As the latter request was the only project application that could be fully funded within the funding targets for Ventura County, it is being recommended for full funding in FY26/27 as identified in Attachment A.

Due to the substantial reduction in the expected ATP funds available statewide, the CTC made an exception for Cycle 7 that projects are allowed to be partially funded if there is a reasonably expected funding source for the remaining unfunded phases. Future cycles of ATP are acceptable as forms of future funding, however, recipients of partial funding are encouraged to seek other forms of funding to make the projects whole as future. In light of this new exception, staff is recommending Regional ATP to fund the PAED portion of the City of Ventura Eastside Neighborhood Greenway project in FY 26/27, partial funding of PS&E in FY 27/28, and the balance of the project for the contingency list, as shown in Attachment A.

RECOMMENDATION:

Staff recommends that TTAC approve the regional point assignments, and the Prioritized List of Projects as identified in Attachment A allowing VCTC to advance projects for funding under the Regional ATP component of the Cycle 7 Active Transportation Program. The unfunded projects are recommended to remain on the contingency list which will serve as a backup should additional funds be made available in the future (subject to CTC approval).

The Transportation Technical Advisory Committee (TTAC) approved the recommendation of Attachment A at the meeting of December 18, 2024.

NEXT STEPS:

February	2025	SCAG	Submission of Regional Program Recommendations to CTC
April	2025	SCAG	Adoption Regional Program of Projects
June	2025	CTC	Adoption Regional ATP Programs
July	2025	VCTC/SCAG	Approve ATP in 2025 FTIP

ATTACHMENT A

ATP Cycle 7 Local Prioritized List of Projects for Recommendation

Applicant	Project Title	Project Type I/NI/Plan	CTC Score (100)	DAC ²	SRTS	Plan (4)(15)	Conceptual Design (4)	Local Fund Precon (4)	SRTS (5)	Transit Access (3)	Total MPO Score (120)
Oxnard	Transforming Oxnard towards Active Transportation	Plan	77	Yes	Yes	15	0	0	5	3	100
Ventura	Eastside Neighborhood Greenway Project	Infrastructure Medium	86	Yes	Yes	4	0	0	5	3	98
Thousand Oaks	Route 23/Olsen Road Bike Improvements	Infrastructure Small	71	No	No	4	4	4	0	0	83

Applicant	Project Title	Total Project Cost	ATP Fund Request	25-26	26-27	27-28	28-29	PAED	PSE	RW	CON	CON NI	Recommended Funding
Recommended for Full Funding													
Thousand Oaks	Route 23/Olsen Road Bike Improvements	\$ 826,000	\$ 726,000		\$ 726,000						\$ 726,000		\$ 726,000
Recommended for Partial Funding													
Ventura	Eastside Neighborhood Greenway Project	\$ 8,667,000	\$ 8,667,000		\$ 280,000	\$ 495,860		\$ 280,000	\$ 495,850				\$ 775,850
Reccomended for Contingency List³													
Ventura	Eastside Neighborhood Greenway Project	\$ 8,667,000	\$ 8,667,000		\$ 850,000	\$ 850,000	\$ 7,257,000		\$ 634,150	\$ 740,000	\$ 5,667,000	\$ 850,000	\$ 7,891,150
Oxnard	Transforming Oxnard towards Active Transportation Plan	\$ 900,000	\$ 900,000		\$ 900,000							\$ 900,000	\$ 900,000

¹Safe Routes to School

²Disadvantaged Community



January 10, 2025

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

RECOMMENDATION:

- *Receive and file a report on Santa Paula Branch Line updates for the month of December 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, June 6, and September 2024 meetings, with written staff reports provided to the Commission in July and September 2023 and October and November 2024. At the September 6, 2024 meeting, the Commission directed Staff to provide a written report on the Consent agenda for future meetings. As such, the following report includes updates for the month of December 2024.

DISCUSSION:

December 2024 updates and activities include:

- *Leasing, Licensing, and Rights-of-Entry*
 - Two lease reassignments (Loose Caboose/Barnyard, Lindgren/Underwood) remain pending completion. VCTC continues to follow up with new licensees, such as the County of Ventura/Broadband and Fillmore RV storage facility, to ensure license terms are met.
 - In alignment with the new Commission-approved right-of-entry (ROE) permitting process, staff continues to coordinate with Sierra Northern Railway on review of ROE applications.

Application instructions, template and mapping resources are available at <https://www.goventura.org/spbl>.

- **SPBL Trail Planning**
 - Staff continued to support the City of Ventura's 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. More information on the City's *Rails with Trails* project is available at <https://www.cityofventura.ca.gov/2584/Santa-Paula-Branch-Line>. Staff participated in a virtual public workshop on September 25 and an in-person workshop on October 1.
 - Staff supported the City of Santa Paula's efforts to plan, design, and conduct community engagement for an additional approximately 1.5-miles section of the SPBL Trail within the City of Santa Paula. On December 12, VCTC staff participated in the first of three planned in-person community workshops. The meeting was well attended and community members expressed support for the trail extension in Santa Paula.
 - On November 20, staff re-released the SPBL Trail Master Plan Request for Proposals after incorporating Federal provisions required by the Surface Transportation Block Grant funding source. Proposals are due by January 10, 2025, no later than 4:00PM Pacific Standard Time. On December 12, VCTC held a virtual pre-proposal conference for prospective bidders. On December 20, VCTC posted responses to questions received by the December 18 deadline. The RFP is available online at:
 - <https://www.goventura.org/work-with-vctc/contracts/>.
- **Storm Damage and Response**
 - Staff continued to coordinate with FEMA and CalOES regarding the Sespe Creek Overflow Railroad Bridge project.
 - With completion in October of emergency repairs to stabilize the Sespe Creek Overflow west embankment, the RailPros design team and VCTC staff shifted focus to validating bridge repair designs and cost estimates and securing permits to complete the permanent repair, projected for Summer 2025. VCTC received the revised draft Biological and Geomorphological Reports from the design team. During December, the team focused on developing specifications to be included in the Invitation for Bids for the permanent repair to the bridge.
 - On December 17, VCTC received a letter from FEMA approving VCTC's request to combine damages from both the January 2023 (DR-4683) and February 2024 (DR-4769) into a single disaster/project under DR-4769. VCTC staff is hopeful that this approach will streamline the application process and financial management to repair and reconstruct the Sespe Creek Overflow railroad bridge.
- **Coordination with Sierra Northern Railway**
 - VCTC staff and SNR coordinated the issuance of ROEs, Site Visits, Inspections, and other rail activities as needed.
 - Payment of annual SNR invoices remains pending resolution of several insurance policy documentation items from SNR.
 - Through a new partnership, SNR, Sunburst Railbikes, and Operation Toy Train successfully operated a holiday train on December 7 with stops in Ventura, Saticoy, Santa Paula, Fillmore and Piru. Community members donated 620 toys to the local U.S. Marine Corps Reserve, Toys for Tots Foundation. Visitors can view Sierra Northern railroad equipment, meet members of the Marine Corps and donation program, and see Santa Claus. All donations directly benefit local children. Sierra Northern reported that the event was a lot of fun and well attended on the Ventura to Santa Paula side of the railroad, with a small turn out in Fillmore and Piru, which has given Sierra Northern and Operation Toy Train more to work towards for next year.
 - In the early morning hours of December 18, Sierra Northern responded to the scene of an accident on US-118 Wells Road in Saticoy, after a commercial driver suspected of driving under the influence of alcohol hit and knocked down the signal and crossing arm in the middle of Wells Road and the crash protection barrier. Sierra Northern is working with subcontractor Zevis to get the signal and crossing arm replaced and is coordinating with Caltrans to repair the crash barrier.
 - Sierra Northern Railway relocated its administrative and maintenance operations from its temporary location at the former Santa Paula Hay & Grain facility in Santa Paula to the

former Fillmore Towing facility in Fillmore. The facility is intended to be an interim location for use until Sierra Northern can establish a more permanent home.

- *Broadband Infrastructure*

- Under the License agreement approved by the Commission and executed by VCTC in June, construction of broadband infrastructure along the SPBL is contingent upon approval by VCTC of plans and specifications and issuance of an ROE by Sierra Northern Railway, in coordination with VCTC. VCTC and its railroad engineering team continue to coordinate with the County and Entrust. As of the Agenda publication deadline, the County had not yet received a grant award decision announcement from the grantor.



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Item 9J

January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY
SUBJECT: CALTRANS SUSTAINABLE TRANSPORTATION PLANNING GRANT APPLICATION FOR CLEAN FUELS ASSESSMENT & STRATEGIC PLAN

RECOMMENDATION:

- *Authorize the Executive Director to prepare and submit an application for a Fiscal Year 2025-26 Caltrans Sustainable Transportation Planning Grant to prepare a transportation clean fuels assessment and strategic plan.*

BACKGROUND:

In October 2024, Caltrans released the Fiscal Year 2025-26 Sustainable Transportation Planning Grant Application Guide and Call for Applications. A total of \$37.7 million is available for transportation planning projects statewide across three project areas: Sustainable Communities, Strategic Partnerships, and Climate Adaptation Planning. Applications are due January 22, 2025, by 5 p.m. Eligible planning projects must have a transportation nexus, directly benefit the multimodal transportation system, improve public health, social equity, environmental justice, and the environment, and provide other important community benefits. In December 2024, the Commission authorized the Executive Director to submit an application through the Climate Adaptation Planning project area.

The VCTC Five-Year Strategic Plan for Fiscal Year 2023/2024 – 2027/2028 identified Commission-directed top priorities upon which to focus, including Strategy B13: Coordinate with Caltrans, Ventura County, and cities to prioritize projects and submit grant application(s) for goods movement projects based on the recommendations of the Ventura County Freight Corridors Study. The Ventura County Freight Corridors Study (FCS) Strategy R recommends support for a transition to zero emissions vehicles for freight and goods movement. The FCS carries forward strategies of the Ventura County Regional Energy Alliance's Ventura County Electric Vehicle Ready Blueprint (EV Blueprint), which includes related strategies to support freight transportation, such as a comprehensive e-truck electrical load study to determine electrical infrastructure requirements to support comprehensive goods movement electrification, develop vehicle-grid integration pilot projects, and develop electric vehicle charging station projects paired with freight destinations, among others. The FCS recommends those corridors with the highest demand for freight movement as good candidates for siting of charging infrastructure, including US 101, State Route (SR) 118, and SR-126. The FCS notes that the next step includes coordinating policies and actions to facilitate the transition of vehicles to zero tailpipe emissions at the local agency level for supportive charging and fueling.

DISCUSSION:

To carry forward recommendations of the FCS and meet infrastructure and fueling needs to achieve mandated transition timelines to zero emissions trucking, rail, and transit, VCTC and the Port of Hueneme have partnered to develop a transportation clean fuels assessment and strategic plan for Ventura County. The proposed transportation clean fuels assessment and strategic plan would accelerate zero emissions transportation transitions, clean fleets, and infrastructure deployments that maximize community, economic, and environmental benefits. The proposed Project will conduct a conditions assessment for

clean energy development and alternative fuels distribution for the transportation sector in Ventura County and facilitate local and regional adoption of zero emission medium- and heavy-duty equipment, from school buses to fuel cells, by conducting the foundational regional analyses needed to inform project scale development of future fuel projects. Building out climate change adaptive infrastructure to produce, store and distribute decarbonized fuels locally will determine the region's ability to self-determine its own energy future as well as fortify the region's climate change and emergency resiliency by reducing its reliance on out-of-region clean energy power sources like the California energy grid, or green fuels made out of state and trucked into the region.

The proposed project will incorporate *Climate Adaptation Plan for Transportation Infrastructure (CAPTI)*, *California Transportation Plan (CTP)* and *California Climate Adaptation Strategy* priorities, facilitates partnerships and collaboration to leverage resources, and builds on planning efforts by VCTC and partner agencies, such as VCTC's *Ventura County Freight Corridors Study* and *Zero Emissions Bus (ZEB) strategy & Rollout Plan*, Port of Hueneme's *2030 Zero Emissions Blueprint*, and SCAG's *Southern California Zero Emissions Infrastructure (ZETI) Plan*. The proposed project will produce: (1) A Map of Key Resources, including potential locations for clean fuels production, storage and deployment, parcels, utilities, land use and zoning, waste streams, off-takers, and freight corridors; (2) Initiatives Identification, including past and current clean fuels efforts and opportunities for partnerships and collaboration; (3) Policy Tools identification and assessment; (4) Incentives & Funding opportunities, including public and private funding opportunities, subsidies, and incentives; (5) Successful models, including examples and lessons learned; and (6) Models for development and deployment of clean fuels, such as Joint Powers Agency, Memoranda of Understanding/Agreement, and public/private partnerships. Proposed Scope of Work tasks also include:

- Review and incorporate Zero Emissions Bus Transition Plans for the eight transit agencies in Ventura County, assess infrastructure needs and plans contained in these transit ZE transition plans to identify areas of overlapping and diverging fuel paths and infrastructure needs, identify ways to meet these needs (leverage shared resources, etc.), include other rideshare and transit partners such as CalVans.
- Consider clean fuels and ZE transition needs for rail infrastructure and operators (Metrolink, LOSSAN/Amtrak, Santa Paula Branch Line/Sierra Northern, etc.).
- Apply strategies of regional-level Zero Emissions strategies at the county level, including SCAG's Zero Emissions Truck Infrastructure Plan, Central Coast ZE Vehicle Strategy, Ventura County Freight Corridors Study, etc.

VCTC is an eligible Primary Applicant for the Caltrans Sustainable Transportation Planning Grant program as the Regional Transportation Planning Agency (RTPA) serving Ventura County. The Oxnard Harbor District/Port of Hueneme is an eligible sub-applicant under the Grant program. The proposed project will be developed through a partnership between VCTC and the Port of Hueneme, including stakeholders from Caltrans, County of Ventura, incorporated cities within the county, Ventura County Regional Energy Alliance (VCREA), Ventura County Air Pollution Control District (VCAPCD), community stakeholders, and fuel off-takers, including transit agencies, municipal fleets, and others from the military, industrial, and agricultural sectors. The Project will leverage existing collaborations, such as VCREA, the Climate Pollution Reduction Grant (CPRG) Working Group, and standing VCTC advisory committees: Transportation Technical Advisory Committee (TTAC), Transit Operators Technical Advisory Committee (TRANSCOM), and Social Services Technical Advisory Committee/Citizens Transportation Advisory Committee (SSTAC/CTAC). The Port of Hueneme's Community Relations and Workforce Development team will lead community engagement throughout the project.

The scope of work and cost estimate are still under development, but the estimated grant application amount is approximately \$350,000. A local match of 11.47% is required and will be included in the Fiscal Year 2025-26 VCTC Draft Budget request (approximately \$40,145), within the Regional Transportation Planning Program budget, if VCTC is successful in its application. Depending on the timing of an award relative to the budget cycle, a budget amendment will be requested from the Commission if needed to add the grant funds and local match into the Regional Transportation Planning program budget.

Draft Project Description (Limited to 5 sentences):

To accelerate zero emissions transportation transitions, clean fleets, and infrastructure deployments that maximize community, economic, and environmental benefits, the Project will conduct a Conditions Assessment for Clean Energy Development and Alternative Fuels Distribution for the transportation sector in Ventura County. The project will be developed through a partnership between VCTC and sub-applicant Oxnard Harbor District / Port of Hueneme, including stakeholders from Caltrans, County of Ventura, ten incorporated cities within the county, Ventura County Regional Energy Alliance (VCREA), Ventura County Air Pollution Control District (VCAPCD), community stakeholders, and fuel off-takers, including transit agencies, municipal fleets, and others from the military, industrial, and agricultural sectors. The Project will leverage existing collaborations, such as VCREA, CPRG Working Group, and standing VCTC advisory committees, and the Port of Hueneme's Community Relations and Workforce Development team will lead community engagement. The Project aligns with *Climate Adaptation Plan for Transportation Infrastructure (CAPTI)*, *California Transportation Plan (CTP)* and *California Climate Adaptation Strategy* priorities, facilitates partnerships and collaboration to leverage resources, and builds on planning efforts by VCTC and partner agencies, such as VCTC's *Ventura County Freight Corridors Study* and *Zero Emissions Bus (ZEB) strategy & Rollout Plan*, Port of Hueneme's *2030 Zero Emissions Blueprint*, and SCAG's *Southern California Zero Emissions Infrastructure (ZETI) Plan*.



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Item 10

January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

SUBJECT: VENTURA COUNTY TRANSPORTATION COMMISSION 2025-2026 LEGISLATIVE PROGRAM AND LEGISLATIVE ADVOCACY POLICY

RECOMMENDATION:

- Adopt the Ventura County Transportation Commission 2025-2026 Legislative Program (Attached).

BACKGROUND:

Every two years, coinciding with the new U.S. congressional session and California state legislative session, the Commission adopts a Legislative Program for both state and federal legislation. The Legislative Program sets forth in general terms the Commission's overall priorities. It is intended to provide legislators, their staff and the public with a sense of what the Commission feels are the important transportation issues requiring attention. The adopted Legislative Program also gives VCTC staff its basic direction for legislative involvement, so that staff can react quickly as developments occur. Examples of such staff actions are submitting letters of support, opposition or concern to proposed legislation. As the year progresses, staff may return to the Commission to request positions on specific legislative proposals, including bills that are introduced.

In January 2023, the Commission adopted a Legislative Advocacy Policy to guide VCTC officials and staff in considering legislative or regulatory proposals that are likely to have an impact on VCTC and to allow for a timely response to important legislative issues. The Legislative Advocacy Policy is intended to confirm and provide transparency into VCTC's process for legislative involvement. For example, because the Commission meets just once a month, the deadline to provide position letters occasionally requires staff to act before a position letter can be considered by the full Commission. This policy provides the VCTC Executive Director, or other designee, the flexibility to adopt positions on legislation in a timely manner following adopted procedures and when the policy position meets certain criteria. The policy also describes how VCTC staff will keep the Commission informed of legislative advocacy activities. Since its adoption, the policy has served VCTC well, and no changes are recommended.

DISCUSSION:

State Legislative Program

The State Legislative Program continues to emphasize protection of existing revenues and extension of regulatory relief provided to transit operators during the pandemic.

The Budget Act of 2023 included \$5.1 billion in restored and new funding for transit and transportation programs. The bill also restored a proposed \$2 billion General Fund reduction to the Transit and Intercity Rail Capital Program (TIRCP), which provides grants to modernize the state's intercity, commuter and urban rail systems; and bus and ferry transit systems. A subsequent bill, Senate Bill 125, guides the distribution of that funding to transit agencies, including \$47.5 million that is to be allocated to VCTC and the county's other transit operators over three years.

Each year, the funding is subject to approval by the state Legislature. In Fiscal Year 2023-24, the significant state budget shortfall and temporary state spending freeze put that funding at risk. VCTC will continue to advocate for funding provided through the 2023 Budget Act and SB 125. Likewise, VCTC will advocate for timely allocation of that funding. In 2024, transit agencies were scheduled to receive funding by April 30, but the allocations were delayed several months, creating uncertainty for planned support for transit projects and ongoing operations.

The transportation budget trailer bill, SB 125, extends statutory relief measures that were initially provided to transit operators during the pandemic. The relief extends the hold harmless provision for the calculation and distribution of State Transit Assistance (STA) Program, Low Carbon Transit Operations Program (LCTOP), and STA State of Good Repair allocations (local revenue-basis only); extends the suspension of financial penalties associated with the Transportation Development Act (TDA) farebox recovery requirements; extends flexibility for the use of State Transit Assistance-State of Good Repair funds; and extends suspension of financial penalties regarding transit operators' operating cost per revenue vehicle hour. The measures are scheduled to expire at the end of the Fiscal Year 2025-2026. VCTC will continue to advocate for statutory relief and, as stated in the Legislative Program, for an update to the Transportation Development Act transit performance requirements.

No changes are recommended to the State Legislative Program.

Federal Legislative Program

The Federal Legislative Program also emphasizes protecting existing revenues. In November 2021, Congress approved and President Biden signed the Infrastructure Investment and Jobs Act (IIJA), also called the Bipartisan Infrastructure Law (BIL). California has received nearly \$62 billion in federal infrastructure funding since the passage of the IIJA to support improvements to highways, roads, bridges, public transit and other infrastructure, including projects in Ventura County. The IIJA is scheduled to expire in 2026. VCTC's Federal Legislative Program calls for support of federal transportation budget appropriations continuing, at a minimum, at the levels authorized in the IIJA and continuation of programs established under the IIJA, such as Reconnecting Communities and Neighborhoods and Safe Streets and Roads for All; as well as continuing reauthorization of the Congestion Mitigation and Air Quality (CMAQ) Improvement Program.

The following deletion is proposed for the Federal Legislative Program:

- References to federal COVID relief funding, which has been exhausted.

The following additions are proposed for the Federal Legislative Program:

- Monitor IIJA reauthorization and support efforts to expand surface transportation programs, including public transit, Surface Transportation Block Grant Program and PROTECT, which

provided funding to ensure transportation assets, including rail infrastructure, can withstand impacts from natural disasters.

- Submit FY26 Appropriations Programmatic Funding requests for federal transportation and energy program accounts consistent with VCTC's policies to Congressional Delegation.
- Continue to support projects that are part of the Port Intermodal Corridor (PIC), a demonstration project in the Intermodal Surface Transportation Efficiency Act (ISTEA).

Recommendation

As mentioned above, the Legislative Program sets forth the Commission's priorities in general terms. Staff may return to the Commission to request positions on specific legislative proposals. Staff recommends that the Commission adopt the Ventura County Transportation Commission 2025-2026 Legislative Program.



VENTURA COUNTY TRANSPORTATION COMMISSION 2025 / 2026 LEGISLATIVE PROGRAM

STATE LEGISLATIVE PROGRAM

A. TRANSPORTATION FUNDING

- Monitor ongoing spending of state transportation revenues and oppose any proposals to reduce overall resources for transportation inclusive of transit bus, commuter and intercity rail, freeways and highways, freight movement, local streets and roads, bicycle, and pedestrian.
- Support the continued ability of regions to set priorities as set forth in SB 45 and oppose any efforts to lessen regional agencies' jurisdiction over the regional program within the State Transportation Improvement Program.
- Support spending of state transportation revenues for zero-emission vehicle infrastructure, which has become a significant element of transportation-related public investment and an important component of addressing air quality and greenhouse gas (GHG) emissions.
- Support proposals that would increase operations funding for public transportation, including transit bus, commuter and intercity rail.



- Support increased use of cap-and-trade revenues for public transportation, including intercity rail, active transportation, and sustainable communities programs.

B. PUBLIC TRANSIT

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



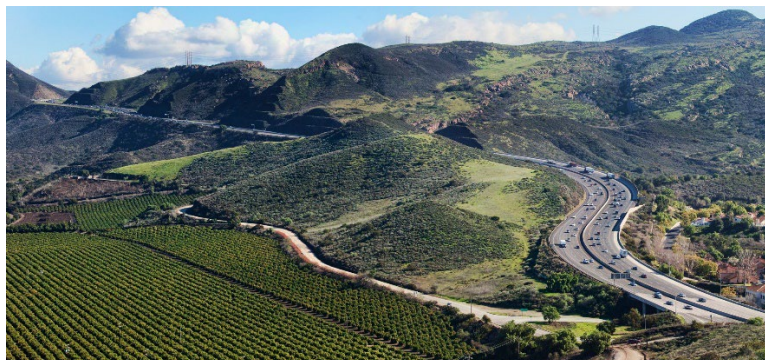
C. PLANNING

- Support Transportation Demand Management measures to reduce auto trips, including facilitation of technology such as real-time carpooling.
- Monitor and support efforts to advance racial justice and transportation equity.
- Support efforts to accelerate deployment of affordable, high-speed broadband to reduce auto trips and cut greenhouse gas emissions.

- Support incentives to reduce vehicle miles traveled (VMT) and greenhouse gas emissions (GHG) through land-use planning, such as reduced parking minimums, transit-supportive development policies, and encouraging proximity of housing and jobs.

FEDERAL LEGISLATIVE PROGRAM

- Work with Caltrans, SCAG and other appropriate parties to support long-term, stable and sufficient federal funding for transportation.
- Support federal transportation budget appropriations continuing at a minimum at the levels authorized in the Infrastructure Investment and Jobs Act (IIJA) / Bipartisan Infrastructure Law (BIL) and continuation of programs established under the act, such as Reconnecting Communities and Neighborhoods and Safe Streets and Roads for All; as well as continuing reauthorization of the Congestion Mitigation and Air Quality (CMAQ) Improvement Program.
- Monitor IIJA reauthorization and support efforts to expand surface transportation programs, including public transit, Surface Transportation Block Grant Program and PROTECT, which provided funding to ensure transportation assets, including rail infrastructure, can withstand impacts from natural disasters.
- Support continuation of federal programs and funding that recognize the unique transportation or environmental challenges facing Ventura County.
- Submit FY26 Appropriations Programmatic Funding requests for federal transportation and energy program accounts consistent with VCTC’s policies to Congressional Delegation.
- Continue to monitor objections to the certification of federal transit grants for California and related litigation filed over the implementation of the Public Employees Pension Reform Act (PEPRA) of 2013.
- Continue to support projects that are part of the Port Intermodal Corridor (PIC), a demonstration project in the Intermodal Surface Transportation Efficiency Act (ISTEA).





January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: ANDREW KENT, PROGRAM MANAGER

SUBJECT: VENTURA COUNTY TRANSPORTATION MODEL (VCTM) UPDATE

RECOMMENDATION:

- *Approve a Contract with Iteris Inc. to Provide Consultant Services to Update the Ventura County Transportation Model.*

BACKGROUND:

The Ventura County Transportation Model (VCTM) is an analytical tool for studying traffic patterns and traffic forecasting. Results of the VCTM are based on known and predicted land uses and associated vehicle trip rates. VCTM is a sub-regional deployment of the Southern California Association of Government's (SCAG) trip-based traffic model, refined for use at the Countywide level of analysis. Historically VCTC updates the VCTM every five to seven years to keep results valid and the model is once again in need of updating. The current version of the VCTM was deployed in 2016 and based on pre-Census 2020 demographic data as well as pre-COVID era assumptions.

In September 2024, the Commission authorized the release of a Request for Proposals (RFP) to solicit qualified contractors to update the VCTM base year and baseline forecast year scenarios. The goals of the RFP included selecting a well-rounded consultant partner with traffic model development expertise who can engage VCTM stakeholders, develop creative solutions to support VCTC partner agencies, support Countywide implementation of Vehicle Miles Traveled (VMT) analysis required by changes to CEQA under SB743, and leverage the model to support County planning and policy insights.

Providing partner agencies with an up to date and accurate model is part of VCTC's mission to fulfill the Commission's adopted Strategic Plan, Goal A5, "*Leverage data to better inform transportation-land use decision making and grant seeking.*" Staff designed the RFP scope of work to be a comprehensive update to VCTM which will serve the County into the 2030s. The updated VCTM will be available to all VCTC partner agencies and will provide updated forecasts of VMT, level of service (LOS), traffic delays and other standard transportation metrics to support partner agency workflows.

DISCUSSION:

Staff received three (3) proposals to provide the contractor services described in the RFP. An evaluation panel of relevant technical Staff, including a traffic engineer from a local partner agency, was convened to score the proposals. The proposals were scored by the panel based on technical approach, experience, project management and project cost. Iteris Inc.'s proposal received the highest combined score from the selection panel. Cost proposals ranged in price from \$270,190 to \$546,568. The Iteris proposal is the middle-proposed cost.

The selection panel noted Iteris's extensive regional traffic model experience and demonstration of VCTM technical knowledge. In addition to technical capability, the evaluation committee emphasized the Iteris proposal's project management and model stakeholder engagement as distinguishing qualities in its recommendation. Additionally, Iteris has partnered with a subcontractor, Cambridge Systematics, Inc., which has recent experience developing models for San Bernadino and Orange Counties using data from the current SCAG model.

Upon Commission approval of the selection panel's recommendation, the model update work will begin in January 2025 with a proposed 15-month development schedule. The consultant will work in partnership with VCTC staff to engage VCTM stakeholders to obtain local data, refine the model based on local knowledge, and solicit input on the development of tools for dissemination of model outputs, including a web-based dashboard. In March 2026, the consultant will deliver an updated transportation model with a post-pandemic base-year scenario and a 2050 future year baseline scenario. Upon delivery of the updated VCTM, Staff and the consultant will return to the Commission to present updated VCTM based projections and future expectations of travel patterns in Ventura County.

The total not-to-exceed cost for the contract term is \$370,910. The total cost includes \$283,110 for model development and \$87,800 for three years of model support following deployment of the update. The Fiscal Year 2024/2025 Regional Transportation Planning program budget is sufficient to cover the projected contract costs during the fiscal year (estimated \$138,533.32). Funding for the remainder of the contract will be included in the forthcoming draft Fiscal Year 2025/2026 program budget.

Therefore, staff recommend approval of a contract with Iteris, Inc. (Attachment A) to provide consultant services to update the Ventura County Transportation Model and provide on-going model support.



Item 12

January 10, 2025

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: CLAIRE GRASTY, DIRECTOR OF PUBLIC TRANSIT

SUBJECT: START UP COSTS AGREEMENT FOR RAIL SERVICE BETWEEN VENTURA AND SANTA BARBARA COUNTIES

RECOMMENDATION:

- Approve and authorize the Executive Director to execute an Agreement with the Southern California Regional Rail Authority (SCRRA) and Santa Barbara County Association of Governments (SBCAG) to provide startup costs to SCRRA for the initial Ventura Santa Barbara intercounty commuter train service to be negotiated comparable to the attached to include an amount of \$449,890, with VCTC contributing an amount not to exceed \$224,945 with a term ending June 30, 2026, upon review and approval by legal counsel.

BACKGROUND:

Prior to the pandemic, LOSSAN (the Los Angeles – San Diego – San Luis Obispo Rail Corridor) operated rail service from Los Angeles and Ventura counties to Goleta in the morning, which allowed commuters to use the train to get to work. During the pandemic, this service was cut because of the drop in ridership. When service was reinstated in 2022, the trip was at a later time to meet a need that was determined to be higher.

Santa Barbara County Association of Governments (SBCAG) has expressed strong interest in reinstating morning commute service, which is an important benefit for Ventura County residents. Based on this, LOSSAN instructed SBCAG and VCTC to work with the Southern California Regional Rail Authority (SCRRA, also referred to as Metrolink) to implement the service using one of LOSSAN's available train slot (i.e., a scheduled roundtrip) on the Union Pacific Railroad (UPRR) Right-of-Way (ROW). VCTC has been working with SBCAG, SCRRA as well as LOSSAN to determine the feasibility and cost of implementing the service. The new concept is for the service to run from Moorpark to Goleta, rather than from Los Angeles Union Station. When the train originated from Union Station, it had low ridership due to the early morning departure necessary to arrive in Santa Barbara ahead of work start times. Departing from Moorpark will help contain costs, improve ridership and improve on-time performance issues.

LOSSAN has since stated its interest in running the service; however, LOSSAN does not currently have the equipment and will not for a couple of years. The project partners have been working together to determine the path forward, both short term and long term.

DISCUSSION:

As brought to the commission last month, SBCAG, VCTC, LOSSAN, and SCRRA have met to develop a proposed operational framework for a pilot service operated by SCRRA. The two rail operators have also met with Union Pacific Railroad regarding track access which SBCAG and VCTC need approval from. SCRRA has developed a draft service proposal to operate the pilot service beginning in Moorpark and terminating in Goleta. The train would then operate a return trip south to LA Union Station to be recirculated as part of the regional Metrolink system.

The startup agreement between VCTC, SBCAG and SCRRA is attached for consideration, with minor items still to be agreed upon by legal counsels of the parties. The agreement will be brought to the SBCAG and SCRRA boards in January and is contingent on their approval as well. Startup costs, which SBCAG and VCTC shall share equally, are \$449,890, with VCTC contributing an amount not to exceed \$224,945 with a term ending June 30, 2026.

VCTC has \$3.8 million of Senate Bill (SB) 125 funds allocated to pay for the initial pilot service and SBCAG has revenue from its local transportation sales tax available. Based on the preliminary cost proposal from SCRRA, there is not enough funding to last until Federal Transit Administration (FTA) funds become available. While it depends on when service begins, operating funds become available about two years after the service start and capital funds about eight years after, both of which are needed to pay for the service. Due to this, VCTC and SBCAG will be working with the California State Transportation Agency (CalSTA) to secure funding, likely through State Rail Assistance (SRA), to bridge the funding gap prior to FTA revenues being generated. However, updated budget projections are needed for this effort to fully capture anticipated near and long-term costs.

While initial cost proposal discussions and contract agreement negotiations with LOSSAN and UPRR have begun, SCRRA has developed a draft startup agreement between SBCAG, VCTC, and SCRRA to support funding necessary for SCRRA to proceed. These startup activities include the finalization of negotiations with all parties (VCTC/SBCAG, LOSSAN/AMTRAK, and UPRR), development of the pilot service operating agreement, legal review, and funding to support crew training, rollingstock equipment mobilization and promotion of the new service.

The presumed target start date for pilot service is October 2025. Following the execution of the startup agreement by SBCAG, VCTC, and SCRRA, the parties anticipate that the subsequent pilot service operating agreement will be presented to SBCAG and VCTC for consideration in spring 2025.