



Item #5

MINUTES

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

**CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, MAY 14, 2010
9:00 AM**

Members Present:

Bill Fulton
Steve Bennett
Ralph Fernandez
Peter Foy
Brian Humphrey
Kathy Long
Michael Morgan
Dean Maulhardt
Keith Millhouse
Jon Sharkey
Linda Parks
Carol Smith
Steve Sojka
Keith Turner
Patti Walker
John Zaragoza
Mike Miles, Caltrans

Others Present:

Roger Baden, Case Systems
Norm Blacher
Jim White, ARC Ventura County
Ginger Gherardi
Kathy Connell, County of Ventura
David Fleisch, Ventura County PWA
Martin Erickson, City of Oxnard
Debbie Solomon, City of Simi Valley
KK Holland, ASERT
Steve Brown, Gold Coast Transit
Shaun Kroes, City of Moorpark
Dan Paranick, City of Simi Valley

Jay Spurgin, City of Thousand Oaks
Tom Mericle, City of Ventura
Krystal-Rose Ramos
Bruce Feng, City of Camarillo

Staff Present:

Darren Kettle
Donna Cole
Sally DeGeorge
Steve DeGeorge
Peter DeHaan
Mary Travis
Alan Holmes
Vic Kamhi
Samia Maximous
Myra Motejano
Gloria Sotelo
Ed Webster
Mitch Kahn, Legal Counsel

Call To Order

The meeting was called to order at 9:05 am by Vice Chair Fulton.

Pledge of Allegiance

Roll Call

Public Comments for those items not listed in this agenda

Elisabeth Amador, City of Santa Paula, read a letter from City Manager Jaime Fontes regarding the Santa Paula Branch Line.

The City of Santa Paula wants to express its opposition and concern regarding the proposed discontinuation of Santa Paula Branch Line (SPBL) operations.

The current proposal to discontinue all operations on the SPBL will greatly impact Santa Paula's economy by resulting in the potential loss of 80 jobs at the local International Paper Company. In addition, the proposal may also create enormous liability costs for the Ventura County Transportation Commission and its members.

While I understand the budgetary constraints that VCTC is facing, I respectfully ask that the Board direct staff to carefully explore all possible options and implications regarding this proposal including:

- Seeking additional sources of revenue for all VCTC projects and programs in order to operate a balanced transportation system, including passenger and freight rail, buses, and roads.
- Consider charging All SPBL rail staff costs under Metrolink, eliminating these specific costs and creating more flexibility in the SPBL budget.
- Opening discussions with the County of Ventura regarding the possibility of subsidizing the SPBL with the considerable amount of rental revenue (\$135,000+/year) associated with their 1995 agreement and their current use of the SPBL in Saticoy/Piru areas.
- Analyzing and accurately reporting the true financial impact and liability to the cities and the County for the lack of maintenance to the SPBL and breach of contract to the VCTC and Union Pacific sales agreement.

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- Notifying and accurately informing local jurisdictions about the possibility that discontinuation of SPBL operations would make it ineligible for FEMA money in the event of flood, earthquake or other natural disasters, instead placing those cleanup costs on local governments.
- Accurately estimating the savings of discontinuing SPBL operations, taking into account that maintenance and inspections of signals and crossings will still be required for Metrolink service areas and by the CPUC.

APPROVE MINUTES FROM APRIL 9, 2010 REGULAR VCTC MEETING

Commissioner Morgan made a motion to approve the minutes as presented. The motion was seconded by Commissioner Walker and passed unanimously.

CALTRANS REPORT

Mike Miles reported the Pleasant Valley Road Pavement Rehab projects have been added to Projects in Design. The design is moving forward and construction is expected to begin in early 2011.

It is time to move forward with the ARRA funding. Any reported savings may be reallocated to Ventura County.

COMMISSIONERS REPORTS

Commissioner Walker said there will be a Grand Opening for the Waste Water Treatment Plant May 22. She also invited everyone to attend the Fillmore May Festival.

Commissioner Fulton thanked Darren Kettle and Vic Kamhi for attending the City of Ventura's Public Transit Town Hall Meeting on April 14th. There were 60 people in attendance. Another meeting is scheduled for May 19th regarding Gold Coast Transit.

Commissioner Smith reported that the Ojai City Council voted to fund \$117,000 to keep the Ojai Trolley service at the current level.

Commissioner Millhouse reported this year's SCAG General Assembly experienced the largest turnout ever.

Commissioner Morgan said that in his interview conducted by the consultant for the regional transit study he reminded the consultant that one of the goals from several years ago was to build a monorail system from Los Angeles to Santa Barbara.

EXECUTIVE DIRECTOR REPORT

Darren Kettle recognized Gloria Sotelo, Ed Webster, Vic Kamhi and Peter De Haan for their ten year of service to the agency.

ADDITIONS/REVISIONS

There were no additions or revisions to the agenda.

CONSENT CALENDAR

Commissioner Long made a motion to approve all items as presented on the Consent Calendar:

MONTHLY BUDGET REPORT - *Receive and file the report.*

RAIL OPERATIONS UPDATE - *Receive and file the Commuter Rail Program Update.*

STIMULUS PROGRAM UPDATE - *Approve the revised American Recovery and Reinvestment Act project lists to shift \$125,000 in contract award cost savings from the Katherine Road project to another County Unincorporated road rehabilitation project.*

REVISION TO TRANSPORTATION ENHANCEMENT AND SURFACE TRANSPORTATION PROGRAM FUNDING –

- *Shift \$479,000 in Transportation Enhancement (TE) funds from the Piru/Camulos Bike Trail project to the Santa Paula Bike Trail project to avoid a lapse of TE funds on June 30th.*
- *Delete the \$442,500 project funded with Surface Transportation Program (STP) funds for the Route 126 Interchange Signals in Santa Paula.*
- *Maintain commitment to provide \$479,000 to the Piru/Camulos Bike Path project when it is ready to construct, using Transportation Enhancement or Congestion Mitigation and Air Quality (CMAQ) funds.*

The motion was seconded by Commissioner Sharkey and passed unanimously.

ADOPTION OF RESOLUTIONS ADDING AND MODIFYING EMPLOYEE BENEFITS

Public Comments

Norm Blacher, Retiree

Mr. Blacher thanked the Commission for the action taken last month to allow for further discussion. Some very important changes were made, however he is still very concerned about Sections 801, 802 and 803. One major outstanding concern is the tax impact of changing Section #803, which holds VCTC harmless if a retiree experiences a negative tax impact. The fact that this language has been included makes it questionable. He would like VCTC to get a letter with a definitive response from the State Franchise Tax Board regarding this concern. Otherwise, VCTC may be a party to retirees possibly breaking state laws. There is also still a great concern about potential glitches in the change over to this system. He has been very pleased with the coverage he has received for the past 22 years and hopes VCTC will continue to protect his benefits as vested rights.

Ginger Gherardi, Retiree

There are many typographical errors in the documents as they have been presented. When requested changes were made attention was not paid to other parts of the document reflecting those changes. One example is that the Table of Contents is not correct. She echoed the comments and concerns stated by Mr. Blacher regarding the tax liability. The California Tax Code does not conform to this. HRA is taxable and must be reported on a 1099 and reported on income taxes. She suggested VCTC do some research on SB 919, which, if passed would accomplish what we are trying to do on a statewide level.

Kerry Forsythe was not present at the meeting, but submitted the following letter:

Members of the Ventura County Transportation Commission Board

At the April 9, 2010 meeting of the Ventura County Transportation Commission (VCTC), I provided comments to the VCTC Board on Agenda Item #13, "Adoption of Resolutions Adding and Modifying Employee Benefits." My comments were directed to the VCTC Retiree Health Reimbursement Arrangement (HRA) portion of the agenda item, requesting that the HRA document be slightly modified to clarify a few issues in the document that related to substantiation of expenses, claims procedures, amendment and termination of the plan versus the benefit itself, and the potential tax effects of the VCTC reimbursement under the program.

Since that time I, along with three other VCTC retirees, had an opportunity to sit down with VCTC Executive Director Darren Kettle and Ms. Jennifer Bowers to discuss our issues with the HRA plan document as it was then written. Both Mr. Kettle and Ms. Bowers were attentive at this meeting and open to suggestions offered by the retirees. In speaking for me only, most of my issues have been addressed in the revised HRA document before you today. The one remaining issue of tax liability is awaiting an opinion from the State Franchise Tax Board as to the tax exempt status of the HRA reimbursement that VCTC will utilize to keep the retirees whole. It may be some time before answer is received from the state Franchise Tax Board on this issue. That aside, there seems to be a consensus among many tax preparers and representatives (but apparently not all) that the VCTC reimbursement will be exempt from state income taxes. I would only request that with the VCTC Board's adoption of the HRA, that if in the future a state tax liability does occur from the HRA reimbursement, VCTC take action to continue to keep retirees whole. This being part of the VCTC Board action language should certainly ease fears about any unknown state tax liabilities and lead to support for adoption of this program.

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In conclusion, I realize this has been long and arduous effort by the Board and VCTC staff to revamp the VCTC retiree and employee health benefits programs. With the latest changes made as a result of our recent retiree meeting with Mr. Kettle and Ms. Bowers, I can support the VCVB Board adoption of the HRA. Hopefully the Board can give serious consideration to add a minor language change in their action agreeing to address the State Income Tax issue associated with the HRA reimbursement should it actually ever occur.

Commissioner Millhouse requested that staff proceed with a formal process to obtain a letter ruling from the Franchise Tax Board.

Commissioner Sojka said he would support a recommendation that includes reimbursement to retirees if extra costs are incurred.

Commissioner Morgan supports both Commissioner Millhouse and Sojka's recommendations but would like to also look at supporting SB 919.

Commissioner Humphrey requested that this information be set aside for future boards and staff many years from now to refer to, with a distinct clarification that specifies **Special Counsel**, not **General Counsel**, has made these recommendations. He also would like to have the Table of Contents reviewed and corrected.

Commissioner Bennett commented that we can revisit this issue if indeed there is a tax liability. He made a motion to include the comments of Commissioner Humphrey and move forward with this plan. If costs are incurred by retirees VCTC would reimburse them. Commissioner Long seconded the motion.

Commissioner Millhouse said the motion still leaves the tax issue in limbo and made a substitute motion for the Commission, pending acceptance of the plan by the California Public Employees' Retirement System (PERS), implement a new retiree health benefit program by adopting resolutions providing for the following:

- Reduce the Commission's contributions to PERS Health for all active employees and retirees to the minimum amount required under the PERS Health statute.
- Adopt a cafeteria plan to continue to fund active employees' PERS Health coverage costs (keeping them whole).
- Adopt a retiree health reimbursement arrangement for "grandfathered retirees" to continue to sponsor their PERS Health coverage costs (keeping them whole).
- Automatically adjust annually PERS health coverage minimum contributions to retirees and employees, as set annually by PERS.

Additionally:

- Corrections will be made to the Table of Contents
- VCTC will reimburse retirees any additional costs incurred as a result of this change in process.
- VCTC will seek a formal letter ruling from the Franchise Tax Board
- Documents will include a distinct clarification specifying **Special Counsel**, not **General Counsel**, has made these recommendations.

Under the new program, all employees and retirees hired before July 1, 2010 will receive the same benefits as provided under the Commission's current program.

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

Yes: Commissioners Zaragoza, Millhouse, Maulhardt, Long, Parks, Foy, Bennett, Sojka, Morgan, Humphrey, Turner, Sharkey, Smith, Fernandez, Walker, Fulton

No: None

Abstain: None

Absent: Commissioner Gillette

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APPROVAL OF CONTRACT FOR GENERAL COUNSEL

Commissioner Humphrey made a motion for the Commission to approve continued engagement with Mitchel B. Kahn to serve as Commission General Counsel. The motion was seconded by Commissioner Long and passed by the following roll call vote:

Yes: Commissioners Zaragoza, Millhouse, Maulhardt, Long, Parks, Foy, Bennett, Sojka, Morgan, Humphrey, Turner, Sharkey, Smith, Fernandez, Walker, Fulton

No: None

Abstain: None

Absent: Commissioner Gillette

At 10:00 am Commissioners Humphrey and Millhouse left the meeting to participate in a Metrolink Conference Call.

2010/11 UNMET TRANSIT NEEDS DRAFT FINDINGS – PUBLIC HEARING

Public Comments

KK Holland – ASERT

The opportunity for the public to attend extra meetings was appreciated. However, the Unmet Needs Process makes it very difficult to tell someone who has a legitimate need that it doesn't qualify. There is a lot of public concern about preserving existing services.

Jim White, ARC

On Thursday May 13th he attended a meeting hosted by CAUSE. The subject of the meeting was *State Budget Reform Convening. The Power of Working Together: Creating Change for Our Communities and Beyond*. It was a very productive open dialog.

Commissioner Parks made a motion for the Commission to review and approve the recommended Unmet Transit Needs Findings, as approved by the VCTC Unmet Transit Needs Hearing Board and to support coordination and merging of systems where possible. The motion was seconded by Commissioner Sojka and passed by the following roll call vote:

Yes: Commissioners Zaragoza, Maulhardt, Long, Parks, Foy, Bennett, Sojka, Morgan, Sharkey, Smith, Fernandez, Walker, Fulton

No: None

Abstain: None

Absent: Commissioner Gillette, Millhouse, Humphrey, Turner

REGIONAL TRANSIT STUDY

Commissioner Sojka made a motion for the Commission to:

- Receive the status report on the initial efforts of the consultant team
- Appoint Commissioners Long, Smith, Millhouse, Sojka, Walker, Bennett, Parks, and Fulton to the Regional Transit Study Committee.
- Review draft Study Principles and endorse

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

Yes: Commissioners Zaragoza, Maulhardt, Long, Parks, Foy, Bennett, Sojka, Morgan, Turner, Sharkey, Smith, Fernandez, Walker, Fulton

No: None

Abstain: Commissioner Humphrey

Absent: Commissioner Gillette, Millhouse

At 10:15 am Commissioners Bennett and Parks left the meeting.

LEGISLATIVE UPDATE

Commissioner Long made a motion for the Commission to receive and file legislative report and matrix and adopt a WATCH position on SB 1445. The motion was seconded by Commissioner Sharkey and passed unanimously.

MOU WITH UNION PACIFIC FOR RURAL CROSSING UPGRADES

Commissioner Foy made a motion for the Commission to approve a Memorandum of Understanding (MOU) with Union Pacific to construct safety improvements at two rural railroad grade crossings. The motion was seconded by Commissioner Long and passed unanimously.

CALLBOX MAINTENANCE AGREEMENT

Public Comment

Roger Baden, Case Systems said that he has been performing the County's callbox maintenance for the past 17 years and hopes VCTC accepts the price reduction Case Systems has proposed for the continuation of service.

Commissioner Maulhardt made a motion for the Commission, acting in the capacity of the Service Authority for Freeway Emergencies, to approve an amendment extending the current agreement with Case Systems, Inc. to October 31, 2010, and authorize the release of a Request for Proposals for repair and maintenance of the VCTC call box system.

The motion was seconded by Commissioner Foy and passed unanimously.

REQUEST FOR COMMENTS FROM THE STATE DIVISION OF AERONAUTICS, OXNARD ELEMENTARY SCHOOL (W.WOOLEY RD/VICTORIA AVE.) – PUBLIC HEARING

There were no speakers for the Public Hearing.

Commissioner Sojka made a motion for the Ventura County Transportation Commission, acting as the Ventura County Airport Land Use Commission, to find that the proposed elementary school located adjacent to Wooley Road between Victoria Avenue and the Edison Canal to be consistent with the Airport Comprehensive Land Use Plan for Ventura County and to direct the Executive Director to transmit the Commission's findings to the Division of Aeronautics. The motion was seconded by Commissioner Long and passed by the following roll call vote:

Yes: Commissioners Zaragoza, Millhouse, Maulhardt, Long, Parks, Foy, Bennett, Sojka, Morgan, Humphrey, Turner, Sharkey, Smith, Fernandez, Fulton

No: None

Abstain: Commissioner Humphrey

Absent: Commissioner Gillette, Walker, Millhouse

REQUEST FOR COMMENTS FORM THE STATE DIVISION OF AERONAUTICS, OXNARD ELEMENTARY SCHOOL (DORIS AVE./WAVERLY COURT) – PUBLIC HEARING

There were no speakers for the Public Hearing.

Commissioner Long made a motion for the Ventura County Transportation Commission, acting as the Ventura County Airport Land Use Commission, to find that the proposed middle school located south of and adjacent to Doris Avenue, between Waverly Court and Oxford Drive, Oxnard to be inconsistent with the Airport Comprehensive Land Use Plan for Ventura County and to direct the Executive Director to transmit the Commission's findings to the Division of Aeronautics.

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

Yes: Commissioners Zaragoza, Millhouse, Long, Parks, Foy, Bennett, Sojka, Morgan, Turner, Sharkey, Smith, Fernandez, Fulton

No: None

Abstain: Commissioner Maulhardt, Humphrey, Walker

Absent: Commissioner Gillette, Millhouse

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CLOSED SESSION

There was no need for a Closed Session.

GENERAL COUNSEL'S REPORT

There was no further report from General Counsel.

ADJOURN

The meeting adjourned at 10:30 am.



Item #9A

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for April 2010.

BACKGROUND:

The monthly budget report is presented in a comprehensive agency-wide format with the investment report presented at the end. The Annual Budget numbers are updated as the Commission approves budget amendments or administrative budget amendments are approved by the Executive Director.

The April 30, 2010 budget report indicates that revenues were approximately 63.83% of the adopted budget while expenditures were approximately 56.31% of the adopted budget. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on a percentage or monthly basis. For instance, some revenues are received at the beginning of the year while other revenues are received after grants are approved by federal agencies. In many instances, VCTC incurs expenses in advance of the revenues.

The investment report is located at the end of this report.

**VENTURA COUNTY TRANSPORTATION COMMISSION
BALANCE SHEET
AS OF APRIL 30, 2010**

ASSETS

Assets:	
Cash and Investments - Wells Fargo Bank	\$ 2,730,809
Cash and Investments - County Treasury	10,580,162
Cash and Investments - Bank of New York	5,434,893
Petty Cash	50
Receivables/Due from other funds	3,269,894
Prepaid Expenditures	1,104,806
Deposits	<u>8,436</u>
Total Assets:	<u>\$23,129,050</u>

LIABILITIES AND FUND BALANCE

Liabilities:	
Accrued Expenses/Due to other funds	\$ 1,944,341
Deferred Revenue	207,625
Advance from DOT	428,000
Deposits	<u>400</u>
Total Liabilities:	<u>\$ 2,580,366</u>
Net Assets:	
Fund Balance	<u>\$20,548,684</u>
Total Liabilities and Fund Balance:	<u>\$23,129,050</u>

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE TEN MONTHS ENDING APRIL 30, 2010**

	General Fund Actual	SAFE Actual	LTF Actual	STA Actual	Capital Actual	Debt Service Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Revenues										
Federal Revenues	\$ 11,769,013	\$ 0	\$ 0	\$ 0	\$ 0	439,866	12,208,879	\$32,149,025	(19,940,146)	37.98
State Revenues	5,215,444	464,317	20,338,083	0	0	0	26,017,844	30,433,871	(4,416,027)	85.49
Local Revenues	4,618,621	14,180	0	0	0	60,000	4,692,801	4,680,700	12,101	100.26
Other Revenues	9,310	0	0	0	0	0	9,310	0	9,310	0.00
Interest	2,055	34,163	54,404	77,268	73	26	167,989	252,000	(84,011)	66.66
Total Revenues	21,614,443	512,660	20,392,487	77,268	73	499,892	43,096,823	67,515,596	(24,418,773)	63.83
Expenditures										
Administration										
Personnel Expenditures	1,878,102	0	0	0	0	0	1,878,102	2,438,400	(560,298)	77.02
Legal Services	14,376	0	0	0	0	0	14,376	35,000	(20,624)	41.07
Professional Services	95,002	0	0	0	0	0	95,002	158,828	(63,826)	59.81
Office Leases	105,476	0	0	0	0	0	105,476	128,000	(22,524)	82.40
Office Expenditures	168,727	0	0	0	0	0	168,727	254,900	(86,173)	66.19
Total Administration	2,261,683	0	0	0	0	0	2,261,683	3,015,128	(753,445)	75.01
Programs and Projects										
Transit & Transportation Program										
Senior-Disabled Transportation	16,223	0	0	0	0	0	16,223	249,800	(233,577)	6.49
Go Ventura Smartcard	191,031	0	0	0	0	0	191,031	1,026,070	(835,039)	18.62
VISTA Fixed Route	4,069,579	0	0	0	0	0	4,069,579	5,564,200	(1,494,621)	73.14
VISTA DAR	1,855,511	0	0	0	0	0	1,855,511	2,294,400	(438,889)	80.87
Nextbus	22,413	0	0	0	0	0	22,413	201,601	(179,188)	11.12
Trapeze Paratransit & Dispatch	123,489	0	0	0	0	0	123,489	763,300	(639,811)	16.18
Transit Grant Administration	410,160	0	0	0	0	0	410,160	8,931,098	(8,520,938)	4.59
Total Transit & Transportation	6,688,406	0	0	0	0	0	6,688,406	19,030,469	(12,342,063)	35.15
Highway Program										
Congestion Management Program	501	0	0	0	0	0	501	500	1	100.20
Motorist Aid Call Box System	0	257,543	0	0	0	0	257,543	422,000	(164,457)	61.03
SpeedInfo Highway Speed Sensor	0	82,600	0	0	0	0	82,600	144,300	(61,700)	57.24
Caltrans District 7 Remote TMC	0	8,468	0	0	0	0	8,468	15,900	(7,432)	53.26
Road & Highway Projects	6,052,255	0	0	0	2,071,375	0	8,123,630	18,835,489	(10,711,859)	43.13
Total Highway	6,052,756	348,611	0	0	2,071,375	0	8,472,742	19,418,189	(10,945,447)	43.63

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE TEN MONTHS ENDING APRIL 30, 2010**

	General Fund Actual	SAFE Actual	LTF Actual	STA Actual	Capital Actual	Debt Service Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Rail Program										
MetroLink Commuter Rail	2,982,127	0	0	0	0	0	2,982,127	4,350,815	(1,368,688)	68.54
LOSSAN & Coastal Rail	7,233	0	0	0	0	0	7,233	27,032	(19,799)	26.76
Santa Paula Branch Line	4,645,738	0	0	0	0	0	4,645,738	6,095,988	(1,450,250)	76.21
Total Rail	7,635,098	0	0	0	0	0	7,635,098	10,473,835	(2,838,737)	72.90
Commuter Assistance Program										
Dial A Route Transit Info	24,341	0	0	0	0	0	24,341	29,800	(5,459)	81.68
Rideshare & Employer Services	36,551	0	0	0	0	0	36,551	175,700	(139,149)	20.80
Total Commuter Assistance	60,892	0	0	0	0	0	60,892	205,500	(144,608)	29.63
Planning & Programming										
TDA LTF & STA Administration	28,497	0	15,924,468	38,630	0	0	15,991,595	21,362,864	(5,371,269)	74.86
Transportation Improvement Pgm	12,209	0	0	0	0	0	12,209	15,500	(3,291)	78.77
Regional Transportation Planning	24,428	0	0	0	0	0	24,428	89,964	(65,536)	27.15
Regional Transit Planning	13,351	0	0	0	0	0	13,351	280,250	(266,899)	4.76
Freight Movement	565	0	0	0	0	0	565	5,500	(4,935)	10.27
Total Planning & Programming	79,050	0	15,924,468	38,630	0	0	16,042,148	21,754,078	(5,711,930)	73.74
General Government										
Marketing & Community Outreach	76,988	0	0	0	0	0	76,988	324,817	(247,829)	23.70
Clerk of the Board	10,241	0	0	0	0	0	10,241	25,000	(14,759)	40.96
Office Services Management	2,283	0	0	0	0	0	2,283	2,400	(117)	95.13
Information Technology	3,392	0	0	0	0	0	3,392	25,300	(21,908)	13.41
State & Federal Relations	39,327	0	0	0	0	0	39,327	53,375	(14,048)	73.68
Santa Paula Mill & Depot	1,017,184	0	0	0	0	0	1,017,184	1,064,746	(47,562)	95.53
Financial Management	2,055	0	0	0	0	783,252	785,307	1,152,100	(366,793)	68.16
Management & Administration	27,137	0	0	0	0	0	27,137	42,087	(14,950)	64.48
VCOG	1,366	0	0	0	0	0	1,366	0	1,366	0.00
Total General Government	1,179,973	0	0	0	0	783,252	1,963,225	2,689,825	(726,600)	72.99
Total Expenditures	23,957,858	348,611	15,924,468	38,630	2,071,375	783,252	43,124,194	76,587,024	(33,462,830)	56.31

**VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE TEN MONTHS ENDING APRIL 30, 2010**

	General Fund Actual	SAFE Actual	LTF Actual	STA Actual	Capital Actual	Debt Service Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Revenues over (under) expenditures	(2,343,415)	164,049	4,468,019	38,638	(2,071,302)	(283,360)	(27,371)	(9,071,428)	9,044,057	0.30
Other Financing Sources										
Transfers Into GF from LTF	1,774,418	0	0	0	0	0	1,774,418	1,878,560	(104,142)	94.46
Transfers In GF fr STA Misc	1,860,063	0	0	0	0	0	1,860,063	2,961,382	(1,101,319)	62.81
Transfers In GF fr SAFE	125,000	0	0	0	0	0	125,000	125,000	0	100.00
Transfers In DS from Cap	0	0	0	0	0	73	73	0	73	0.00
Transfers Out LTF Art 3	0	0	(1,774,418)	0	0	0	(1,774,418)	(1,927,560)	153,142	92.06
Transfers Out STA Misc	0	0	0	(1,860,063)	0	0	(1,860,063)	(3,321,382)	1,461,319	56.00
Transfers Out SAFE	0	(125,000)	0	0	0	0	(125,000)	(125,000)	0	100.00
Transfers Out Cap to DS	0	0	0	0	(73)	0	(73)	0	(73)	0.00
Total Other Financing Sources	3,759,481	(125,000)	(1,774,418)	(1,860,063)	(73)	73	0	(409,000)	409,000	0.00
Net Change in Fund Balances	1,416,066	39,049	2,693,601	(1,821,425)	(2,071,375)	(283,287)	(27,371)	(9,480,428)	9,453,057	
Beginning Fund Balance	1,732,833	2,776,112	792,882	7,484,673	5,480,289	2,309,266	20,576,055	11,643,000	8,933,055	
Ending Fund Balance	\$3,148,899	\$2,815,161	\$3,486,483	\$5,663,248	\$3,408,914	\$2,025,979	\$20,548,684	\$2,162,572	\$18,386,112	

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF APRIL 30, 2010**

As stated in the Commission's investment policy, the Commission's investment objectives are safety, liquidity, diversification, return on investment, prudence and public trust with the foremost objective being safety. Below is a summary of the Commission's investments that are in compliance with the Commission's investment policy and applicable bond documents.

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo – Checking	Government Checking	N/A	\$2,286.64	0.10%	\$1,460,446.71
Wells Fargo Fidelity MM	Fidelity Inst. Money Market Gov. Portfolio (FCGXX)	N/A	\$144.25	0.01%	1,270,362.61
County of Ventura	Treasury Pool	N/A	\$165,654.96	1.63%	10,451,586.42
Bank of New York	JP Morgan US Government Money Market (MJGXX)	N/A	\$14.06	0.08%	1,314,247.34
Bank of New York	U.S. Treasury Bill	02/25/10	\$85.00	0.02%	0.00
Bank of New York	U.S. Treasury Bill	05/06/10	\$0.00	0.08%	909,633.98
Bank of New York	U.S. Treasury Bill	08/26/10	\$0.00	0.20%	2,095,583.29
Bank of New York	U.S. Treasury Bill	10/21/10	\$0.00	0.24%	1,115,428.60
Total			\$168,184.91		\$18,617,288.95

Because the 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 and money market accounts at Wells Fargo Bank.

The Commission's checking accounts for the general fund and the Service Authority for Freeway Emergencies (SAFE) fund are swept daily into a money market account. The interest earnings are deposited the following day. The first \$250,000 of the combined deposit balance is federally insured and the remaining balance is collateralized by Wells Fargo Bank.

The Commission's general and SAFE funds are also invested in Fidelity money market funds which are also collateralized by Wells Fargo. These funds accrue interest daily and are deposited into the account the first day of the following month.

The Commission's Local Transportation Funds (LTF), State Transit Assistance (STA) funds and SAFE funds are invested in the Ventura County investment pool. Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the accounts in two payments within the next quarter.

The Debt Service and Capital funds for the Lewis Road bond are currently invested in JP Morgan money market funds at the Bank of New York (VCTC's bond trustee) as well as in United States Treasury Bills. The funds were invested to meet anticipated cash flow needs and the investment income will be booked at maturity.



Item # 9B

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MARY TRAVIS, MANAGER OF TRANSPORTATION DEVELOPMENT ACT AND RAIL PROGRAMS
SUBJECT: RAIL OPERATIONS UPDATE

RECOMMENDATION:

- Receive and file.

BACKGROUND:

Metrolink Ridership:

Ridership on the Ventura Line continued to be relatively flat with about 3,700 Ventura Line morning, peak-hour boardings in April. Note that because there is so little fluctuation, the monthly ridership will no longer be reported in this update unless there has been a sudden, significant change. Instead, after the end of each quarter in the fiscal year, detailed Ventura line and station ridership will be reported which will give a better overview of the passenger activity than a single monthly update provides.

Metrolink On-Time Performance:

The Ventura Line's on-time performance (trains arriving within five minutes of scheduled time) continued to be very good. Overall, in April, 98 of the inbound trips and 91% of the outbound trips ran on-time.

FY 10/11 Budget Discussions:

The final draft Metrolink budget has been completed and includes the money estimated to be generated by the 6% fare increases and service cuts approved at the April Metrolink Board meeting for implementation July 1st. Note the fare adjustment will result in an average increase per ticket of 51 cents and add about \$10 to a monthly pass. The service changes on the Ventura Line are to eliminate Train # 105 (departs Union Station at 8:50 AM and Train # 114 (departs Moorpark at 11:05 AM). The two trains cut from service carry less than 100 riders per day and there is also Amtrak Pacific Surfliner service around these same times, so it is believed the impact on regular riders will be minimized.

The draft, final budget has been submitted to the five member agencies for consideration. VCTC's share of the costs have been discussed and incorporated into the Commission's FY 10/11 budget in the Rail Programs section.

Metrolink Names New Chief Executive Officer:

Metrolink's new Chief Executive Officer, John Fenton, began work in late April. Mr. Fenton was hired after a nationwide search to replace former CEO David Solow. He has a background in railroad operations and was general manager for the Canadian National Railway, as well as a vice-president for the Kansas City Southern Railway and the Atchison, Topeka & Santa Fe Railway. More recently, he was president and chief executive for OmniTRAX, a Denver-based transportation company employing 1,600 people in ten states and three Canadian provinces.

Crash Energy Management (CEM) Enabled Cars/Positive Train Control:

In early May, Metrolink held a major press and public event at the East Area Maintenance Center to reveal the first of Metrolink's new cab and passenger cars. The new cars are the first of the expected one hundred seventeen cars to arrive as ordered by Metrolink for system replacement and future expansion from the Rotem Company. The cars are designed with the latest in crash absorption technology and will be put into service later this year after rigorous testing. Attendees were also invited to tour the maintenance facility, which was added to the Metrolink operation earlier this year to handle the maintenance of the extensive service being operated in the Inland Empire.

Metrolink is also moving ahead aggressively with its' Positive Train Control (PTC) project. PTC is a new system that will prevent train collisions by satellite signals transmitted on the trains and in wayside devices. An important milestone was reached with the PTC project on April 14th when Metrolink formally filed the PTC implementation plan with the Federal Railroad administration (FRA). Included with the filing were the Concept of Operations and Notice of Product Intent. Metrolink will be the first operator in the nation to have a PTC system installed and it is critically important that the project implementation be reviewed and double-checked at every step. The PTC Implementation Plan was approximately 300 pages including the appendices and exhibits. The FRA now has 90 days to approve or return the plan to Metrolink for revision.



Item# 9C

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: VICTOR KAMHI, BUS SERVICES DIRECTOR
SUBJECT: AUTHORIZE VISTA FIXED ROUTE PROMOTIONAL FARES

RECOMMENDATION:

- In coordination with the APTA Dump the Pump Day on June 17, 2010 authorize free rides on VISTA Fixed route services, and adopt the attach Proclamation.
- Authorize provision of promotional discount fares to student groups which meet VISTA promotional criteria.

DISCUSSION:

DUMP THE PUMP DAY

Sponsored by the American Public Transportation Association (APTA), the 2010 Dump the Pump Day is a national promotion encouraging non-riders to discover the benefits of riding public transportation. *This year APTA and public transportation systems across the country will celebrate the 5th Annual National Dump the Pump Day on June 17, 2010.*

Staff recommends that to encourage trial use of public transit (specifically VISTA), a free-fare day be offered so as to eliminate one of the common decision-making barriers. Provision of free rides is recommended only on VISTA's fixed-route service where some peak-hour capacity currently exists.

In connection with this promotion, pledge cards will be distributed to area employers as well as posted on the VCTC website. Participants (transit riders, carpoolers, vanpoolers, bicyclists) can fill out pledge cards telling which form of alternative transportation they utilized on Dump the Pump Day. Pledge cards via their respective HR representative and/or ETC, or mail or fax their pledge card directly to VCTC, to be eligible to win one of five prizes. The prizes will include three \$50 VISA gift cards, one \$100 VISA gift card, and one iPod Touch (grand prize).

VISTA fixed route services will allow all riders to board for free on June 17, 2010.

Print advertisements as well as radio advertisements (chiefly traffic billboards) will be used to promote VCTC's Dump the Pump campaign. A media release will be distributed to all local outlets, as well as email blasts to VCTC's Commuter Services program registrant database.

This promotional activity has proven to be a successful means to add riders to under-utilized VISTA trips, while also communicating the value of public transit as an attractive travel option.

DISCOUNT STUDENT PROMOTIONAL FARES

For a number of years VISTA has provided discount (half-price) fares for student groups to promote the use of transit. The half price fares have been provided if the following criteria were met:

June 4, 2010

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1. The travel was taking place during an off-peak period where there was sufficient capacity on the buses in both parts of the trip - so that full fare passengers would not be displaced.
2. Sufficient numbers of teachers/adults would be on the bus to insure that the trip would be a positive experience for both the students taking the trip and the regular riders.
3. There would be no change in the schedule or stop locations for VISTA.

This promotional activity has provided a successful means to add riders to underutilized VISTA trips and at the same time give students a positive exposure to VISTA and public transit. While some of the trips might be made at full fare, other would not have been (given the limited funding schools are dealing with). Staff feels that this program is one which increases VISTA revenues and promotes the service and transit with no financial impact.

**VENTURA COUNTY TRANSPORTATION COMMISSION
A PROCLAMATION ESTABLISHING
5th ANNUAL NATIONAL DUMP THE PUMP DAY
IN VENTURA COUNTY
ON JUNE 17, 2010**

WHEREAS June 17, 2010 marks the 5th Annual National Dump the Pump Day as a day that encourages people to ride public transportation to save money, protect the environment, reduce our dependence on foreign oil, and improve the quality of life for all Americans.

WHEREAS people who ride public transportation can save, on average, more than \$9,000 per year, based on today's gas prices and the average unreserved parking rate;

WHEREAS for every \$1 invested in public transportation, \$4 is generated in economic returns;

WHEREAS U.S. public transportation use reduces the country's carbon footprint by 37 million metric tons -- the equivalent of 4.9 million households using electricity in a year;

WHEREAS U.S. public transportation use saves 4.2 billion gallons of gasoline per year – the equivalent of 900,000 cars filling up every day;

WHEREAS public transportation saves 646 million hours in travel time, which in turn, reduces stress and **decreases congestion on our busy roadways.**

NOW, THEREFORE, THE VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC) BOARD OF DIRECTORS RESOLVES AS FOLLOWS:

SECTION 1. Declares that VCTC will join with public transportation systems across the country and participate in the 5th Annual National Dump the Pump Day on June 17, 2010 by encouraging citizens to ride public transportation;

SECTION 2. That VCTC declares that by using public transportation, people save money; help to improve the environment; reduce dependence on foreign oil; and improve America's quality of life;

SECTION 3. That VCTC declares that public transportation is an important part of our nation's transportation system and provides citizens with options other than driving a car;

SECTION 4. Further orders that VCTC participate in the 5th Annual National Dump the Pump Day by providing free rides on the VISTA fixed route bus services.

PASSED AND ADOPTED THIS 4th DAY OF JUNE, 2010

Dennis Gillette, Chair



Item #9D

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: PROPOSITION 1B SAFETY & SECURITY FUNDS FOR POSITIVE TRAIN CONTROL

RECOMMENDATION:

- Reprogram \$21,366.36 of unexpended Fiscal Year (FY) 2007/08 carryover Proposition 1B Transit Safety and Security funds, including interest, to Positive Train Control (PTC).
- Increase FY 2009/10 Proposition 1B Transit Safety and Security funding for PTC from \$661,073 to \$709,972 based on the actual apportionment.
- Approve attached Memorandum of Understanding with the Southern California Regional Rail Authority to provide \$21,366.36 from FY 2007/08 and \$709,972 from FY 2009/10 in Proposition 1B Safety and Security funds for PTC.
- Authorize staff to request a Letter of No Prejudice from the California Emergency Management Agency to allow reimbursement of the funds should the FY 2009/10 funds not become available prior to award of the PTC contract.

BACKGROUND:

As required under the Rail Safety Enhancement Act of 2008, Metrolink is in the process of implementing the Positive Train Control (PTC) system, with the goal of completing the project and being fully operational by 2012. PTC is an integrated command, control, communication and information system to control train movements and eliminate accidents due to human error. The system incorporates "next generation" proven technologies including advanced on-board locomotive microprocessors and wayside signal microprocessors, advanced digital wireless communication systems, and real-time global positioning train location tracking.

At the February meeting, the Commission approved programming VCTC's entire FY 2009/10 apportionment of Proposition 1B Transit Safety and Security funds, for the Positive Train Control project. At that time, the apportionment was expected to be \$661,073, but that number has now been revised to \$709,972. These funds are administered by the California Emergency Management Agency (CALEMA). Funding approval is currently on hold pending the availability of state bond funds. Meanwhile, Metrolink has completed the Grade Crossing Monitoring project which had received FY 2007/08 Proposition 1B Security funds, and has a \$21,366.36 unexpended balance, including interest. SCRRA has requested that this balance be reprogrammed to the Positive Train Control project.

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Staff has prepared the attached Cooperative Agreement for VCTC approval, by which SCRRA will receive through VCTC \$21,366.36 in FY 2007/08 carryover funds and \$709,972 in FY 2009/10 funds, to be used for Positive Train Control. The agreement provides that SCRRA shall not start spending the funds in these grants until VCTC receives approval of the grants from CALEMA.

Assuming that the State's fall bond sale is successful, the FY 2009/10 Proposition 1B Transit Safety and Security funds are likely to become available at that time. However, SCRRA anticipates awarding the PTC implementation contract in early fall, likely in advance of the approval of the bond fund distribution by CALEMA. Although the proposed agreement with SCRRA requires that no funds reimbursed from these grants be expended prior to CALEMA's approval of the funding, a Letter of No Prejudice should be requested from CALEMA to ensure that the project can receive funding even if the contract is awarded prior to grant approval.

The Commission has also approved \$82,954 of FY 2008/09 Proposition 1B Transit Safety and Security funds for a project to do safety improvements including Positive Train Control, and these funds were paid by CALEMA and fully expended for PTC design. The recommendations of this report have no effect on these FY 2008/09 funds.

COOPERATIVE AGREEMENT

BETWEEN

VENTURA COUNTY TRANSPORTATION COMMISSION

AND

SOUTHERN CALIFORNIA REGIONAL RAIL AUTHORITY

THIS AGREEMENT is entered into between Ventura County Transportation Commission (VCTC) and the Southern California Regional Rail Authority (SCRRA) regarding the administration of funds from the State of California Emergency Management Agency (CALEMA).

WHEREAS, California voters in November, 2006, approved the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Proposition 1B), which authorizes state general obligation bonds for transportation infrastructure, including grants for transit system safety, security, and disaster response projects; and,

WHEREAS Senate Bill 88 of the 2007 Statutes appropriates funds from Proposition 1B to the California Transit Security Grant Program (CTSGP), administered by CALEMA; and,

WHEREAS, at its February 5, 2010 meeting the VCTC authorized the submittal to CALEMA of an application for \$709,972 in Fiscal Year 2009/10 CTSGP funds, for the implementation of rail safety improvements including Positive Train Control, otherwise referred to herein as the Positive Train Control project (Project); and,

WHEREAS, at its June 4, 2010 meeting the VCTC authorized the submittal to CALEMA of an application to reprogram \$18,376.14 in unexpended Fiscal Year 2007/08 CTSGP funds plus \$2,990.22 in interest earned by the Fiscal Year 2007/08 CTSGP funds for the Project; and,

WHEREAS, VCTC desires that SCRRA implement the Project on VCTC's behalf using the CTSGP funds.

NOW THEREFORE THE PARTIES DO AGREE AS FOLLOWS:

I. FUNDING/PROGRAM MANAGEMENT

1. Assignments of Participants: VCTC hereby agrees to engage SCRRA and SCRRA hereby agrees to carry out the work hereinafter described in connection with the administration of CALEMA funds. The SCRRA will be responsible for assuring that the SCRRA meets all grant requirements placed on CALEMA fund recipients.
2. Scope of Services:
 - a. Grant Administration: VCTC shall be responsible to reserve, apply for and receive CALEMA funds and to be responsible for assuring that VCTC and SCRRA meet all requirements placed on CALEMA fund recipients.
 - b. Project Implementation: SCRRA will undertake the Positive Train Control system design, as described in the attached grant submittals to the extent that grant funds from VCTC are available pursuant to this Agreement.

3. Duration of Agreement and Authorization to Proceed: The term of this Agreement shall commence when VCTC notifies SCRRA that it has received final CALEMA grant approval, and continue until the earlier of the following events: (1) all work on the Project is completed, all contracts to construct the Project are closed, and VCTC has approved and paid the final invoice, or (2) the Agreement is terminated by either party after thirty (30) days written notice.
4. Amendments to the Agreement: The provisions of this Agreement may be amended upon written acceptance and ratification of any such amendment by both VCTC and SCRRA.
5. Method of Payment: VCTC, as the grant applicant, shall receive an advance payment of the FY 2009/10 funds from CALEMA in accordance with CALEMA grant procedures. VCTC will transfer the funds to SCRRA within thirty (30) days upon SCRRA's submittal of an invoice for work performed as part of the Project. The FY 2007/08 funds are being held by SCRRA and shall be applied to the project.
6. Costs: SCRRA shall have no liability for deficits or authority to incur cost overruns for the Project and under no circumstances will VCTC or SCRRA be responsible for funding the Project in excess of the grant funds and the interest earned thereon.

II. CALEMA REQUIREMENTS

SCRRA shall note the following provisions apply to CTSGP grants, and shall take all necessary action to ensure its compliance as though it was the grantee directly.

1. Reports: Semi-annual performance reports shall be prepared and submitted to VCTC no later than April 20th and October 20th, for the duration of the project performance period, or until all activities are completed and the Project is formally closed. VCTC will then forward the reports to CALEMA in time for the CALEMA end-of-month deadline. Failure to submit performance reports could result in the reduction of Project funds, termination, or suspension.

Within five (5) months of the Project becoming operable, SCRRA shall provide to VCTC a report on the final cost of the Project as compared to the approved Project budget, the Project duration as compared to the original Project schedule as of the date of allocation, and performance outcomes derived from the Project compared to those described in the original application for funding.

2. Other Provisions: The SCRRA is subject to all policies and regulations of CALEMA with regard to the CALEMA and all applicable laws regarding California public agency procurements, including but not limited to transportation agency specialized rail equipment procurements.
3. Grant Performance Period: Funds allocated under this grant shall be expended by March 31, 2013. Funds remaining unexpended thereafter shall revert to CALEMA.

III. OTHER PROVISIONS

1. Indemnification: SCRRA shall protect, defend, indemnify, and hold harmless VCTC, its officers, agents, servants, and employees, from any and all liability arising out of, or caused by, any act or omission of SCRRA or its officers, agents, or servants as a result of any act or omission by SCRRA in its performance pursuant to this Agreement.

VCTC shall protect, defend, indemnify, and hold harmless SCRRA, its officers, agents, servants, and employees, from any and all liability arising out of, or caused by, any act or omission of VCTC or its officers, agents, or servants as a result of any act or omission by VCTC in its performance pursuant to this Agreement.

The obligations of SCRRA and VCTC in these indemnity provisions survive the expiration or earlier termination of this Agreement.

2. Insurance: With respect to performance of work under the project Agreement, SCRRA shall assure that SCRRA or its contractors maintain insurance at all times during the performance of this Agreement as described below:

Worker's Compensation Insurance – SCRRA's contractors shall maintain, during the life of the Project, Workers' Compensation Insurance for any contractor or subcontractor employees employed at the sites of projects. In case any class of employees engaged in work under this Agreement at the site of the project is not protected under any Workers' Compensation law, SCRRA shall provide or shall cause each contractor and subcontractor to provide, adequate insurance for the protection of employees not otherwise protected. SCRRA hereby agrees to indemnify VCTC for any damage resulting to it from failure of any SCRRA contractor or subcontractor to take out or maintain such insurance.

Public Liability and Property Damage Insurance. SCRRA shall secure and maintain during the life of this Agreement such public liability and property damage insurance as shall insure VCTC, their elective and appointive boards, commissions, officers, agents, and employees, and any contractor or subcontractor performing work covered by this Agreement from claims for damages for personal injury, including death, as well as from claims for property damage which may arise from SCRRA's or any contractors or subcontractors operations hereunder, whether such operations be by SCRRA or any contractor or subcontractor, or by anyone directly or indirectly employed by either SCRRA or any contractor or subcontractor, and the amounts of such insurance shall be as follows:

(1) Public Liability Insurance. In an amount not less than \$1,000,000 for injuries, including, but not limited to death, to any one person and, subject to the same limit for each person, in an amount not less than \$2,000,000 on account of any one occurrence:

(2) Property Damage Insurance In an amount of not less than \$500,000 for damage to the property of each person on account of any one occurrence.

SOUTHERN CALIFORNIA
REGIONAL RAIL AUTHORITY

VENTURA COUNTY TRANSPORTATION
COMMISSION

John E. Fenton
Chief Executive Officer

Darren M. Kettle
Executive Director

APPROVED AS TO FORM:

Andrea Sheridan Ordin
County Counsel

By _____

Mitchel B . Kahn
General Counsel

Appendix A
Investment Justification Template

Investment Heading	
Date	2/19/2010
State	California
County	Ventura
Agency Name	Ventura County Transportation Commission
Investment Name	Metrolink Safety Enhancements
Investment Phase	Phase I
Investment Amount (09-10 Prop 1B)	Total \$709,972

I.A. Identify the transit agency and that agency's point(s) of contact for this investment.			
Response Type	Narrative		
Page Limit	Not to exceed ½ page		
Response Instructions	<p>For the transit agency (or lead agency) undertaking the investment, identify the following:</p> <ul style="list-style-type: none"> • Point of contact's (POC) name and title; • POC's full mailing address; • POC's telephone number; • POC's fax number; • POC's email address; • and, Also include the corresponding information for the authorizing official for your organization—i.e., the individual authorized to sign a grant award. 		
Response	<table border="0" style="width: 100%;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>POC's name and title; Mary Travis, Manager, Metrolink and Intercity Rail Full mailing address; 950 County Square Ave., Suite 207 Ventura, CA 93003 Telephone number; (805) 642-1591 Ext 102 Fax number; (805) 642-4860 Email address: mtravis@goventura.org</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Authorized Agent's name and title; Darren Kettle, Executive Director Full mailing address; 950 County Square Ave., Suite 207 Ventura, CA 93003 Telephone number; (805) 642-1591 Ext 101 Fax number; (805) 642-4860 Email address: dkettle@goventura.org</p> </td> </tr> </table>	<p>POC's name and title; Mary Travis, Manager, Metrolink and Intercity Rail Full mailing address; 950 County Square Ave., Suite 207 Ventura, CA 93003 Telephone number; (805) 642-1591 Ext 102 Fax number; (805) 642-4860 Email address: mtravis@goventura.org</p>	<p>Authorized Agent's name and title; Darren Kettle, Executive Director Full mailing address; 950 County Square Ave., Suite 207 Ventura, CA 93003 Telephone number; (805) 642-1591 Ext 101 Fax number; (805) 642-4860 Email address: dkettle@goventura.org</p>
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I.B. Describe the operating system for the transit agency undertaking this investment.	
Response Type	Narrative
Page Limit	Not to exceed 2 pages
Response Instructions	<p>For the transit agency (or lead agency) undertaking this investment, describe the following:</p> <ul style="list-style-type: none"> • Infrastructure; • Ridership data; • Number of passenger miles; • Number of vehicles; • Types of service and other important features;

- System map;
- Geographical borders of the system and the cities and counties served; and,
- Other sources of funding being leveraged for security enhancements

Response

Ventura County Transportation Commission (VCTC) owns rail right-of-way in Ventura County and contracts with Southern California Regional Rail Authority to operate Metrolink commuter rail service. The Southern California Regional Rail Authority (SCRRA) was created in 1991 to plan, design, construct, and administer the operation of regional passenger rail lines serving the counties of Los Angeles, Orange, Riverside, San Bernardino, Ventura, and Northern San Diego. The SCRRA named the regional commuter rail system "Metrolink." Members of the agency are: Los Angeles County Metropolitan Transportation Authority (Metro); Orange County Transportation Authority (OCTA); Riverside County Transportation Commission (RCTC); San Bernardino Associated Governments (SANBAG); and VCTC. Metrolink operates 7 commuter rail routes serving 55 stations in the counties of Los Angeles, Orange, Riverside, San Bernardino, Ventura, and Northern San Diego. These stations are not owned by SCRRA, but by the local jurisdictions or county transportation commissions. The riders served by Metrolink live in 238 cities or census-defined places in these six counties: 87 cities in Los Angeles County; 38 cities in Orange County; 40 cities in Riverside County; 31 cities in San Bernardino County; 15 cities in San Diego County and 14 cities in Ventura County. Metrolink operates over 388 route miles and operates 149 weekday trains. The agency has 39 locomotives and 155 rail cars and operates through six tunnels over 250 feet in length: Tunnel 25 is 6,976 feet, Tunnel 26 is 7,369 feet, Tunnel 27 is 924 feet, Tunnel 28 is 537 feet, Tunnel 18 is 266 feet and Tunnel 19 is 328 feet. SCRRA has two main facilities: the maintenance facility (called Central Maintenance Facility—CMF) in Los Angeles where rolling stock is maintained and the Operations Center in Pomona where trains are dispatched.



II.A. Provide a brief abstract for this investment.	
Response Type	Narrative
Page Limit	Not to exceed 1 page
Response Instructions	Provide a succinct statement summarizing this investment.
Response	<p>PTC is an integrated command, control, communication and information system to control train movements and eliminate accidents due to human error. PTC incorporates “next generation” proven technologies including advanced on-board locomotive microprocessors and wayside signal microprocessors, advanced digital wireless communication systems, and real time globally positioning (GPS) train location tracking. The 4 basic objectives of a PTC system is to 1) Prevent train to train collisions, 2) Prevent train over -speeding at curves, turnouts and other speed decrease zones 3) Prevent trains from entering maintenance and construction work zones occupied by roadway workers, 4) Prevent trains from entering mis-aligned switches in dark (non-signaled) territory. The PTC system would take over the movement of a train and slow or bring it to a stop if necessary if the train operator failed to react in accordance with the operating rules and instructions for controlling the movement of the train. In order to deploy a PTC system, Metrolink would need to replace the current centralized dispatch system to a PTC-compatible dispatch system. In addition, Metrolink will work with the Federal Railroad Administration and the other passenger and freight rail operators (UP, BNSF, Amtrak, NCTD) in the region to develop an inter-operable PTC program for the Southern California region. Other elements will need to be in place, such as geographic digital mapping of the entire Metrolink system (a track data base) to provide for the PTC computer topography and braking algorithms needed to automatically operate the trains. Additionally, a robust reliable communications network would need to be established in the Southern California Basin to allow the extremely large volumes of digitized and related communication transmissions to reliably occur. Finally, Metrolink will need to establish technical training facilities and programs and repair and maintenance facilities to support the PTC system when it is deployed.</p> <p>The recently passed Federal Rail Safety Enhancement Act of 2008 mandates that PTC be deployed on high-density passenger rail corridors such as Metrolink’s by 2015, SCRRA has pledged to have the system substantially complete by 12/2012.</p>

II.B. Describe how this investment specifically addresses one or more of the transit security fundamentals identified in the FY08-09 (CTAF) Guidance

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<p>Describe how the investment addresses one or more of the following:</p> <p>A. Capital Projects:</p> <ul style="list-style-type: none"> • Construction or renovation projects that are designed to enhance the security of public transit stations, tunnels, guide-ways, elevated structures or other transit facilities and equipment • Explosive device mitigation and remediation equipment • Chemical, biological, radiological and nuclear explosive search, rescue or response equipment • Interoperable communications equipment • Physical security enhancement equipment • The installation of fencing, barriers, gates or related security enhancements that are designed to improve the physical security of transit stations, tunnels, guide-ways, elevated structures or other transit facilities and equipment • Other security related projects approved by the Office of Homeland Security (OHS) <p>B. Capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems that can move people, goods, and emergency personnel and equipment in the aftermath of a disaster impairing the mobility of goods, people, and equipment.</p>
Response	All three components of the project are construction or renovation projects that are designed to enhance the safety and security of public transit stations, tunnels, guide-ways, elevated structures or other transit facilities and equipment.

II.C. Describe how the investment will achieve the safety, security, or emergency response benefit.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	Describe how the investment will address the safety, security, or emergency response benefit.
Response:	PTC would greatly increase the safety and security of train operations in Southern California by providing a reliable interoperable system to control train movements and significantly reduce the chance of train accidents due to actions of the locomotive operator.

II.D. Describe how this investment specifically meets the useful life for capital assets specified in subdivision (a) of section 16727.	
Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<p>Describe how the investment addresses the following tangible physical properties:</p> <ul style="list-style-type: none"> • An expected useful life of 15 years or more • Property with an expected useful life of 10 to 15 years, but these costs may not exceed 10 percent of the bond proceeds net of all issuance costs. • Include major maintenance, reconstruction, demolition for purposes of reconstruction of facilities, and retrofitting work that is ordinarily done no more often than once every 5 to 15 years or expenditures that continue or enhance the useful life of the capital asset. • Equipment with an expected useful life of two years or more.
Response	The expected useful life of the equipment is 10 years. SCRRRA will extend the useful life of the equipment and software through the annual rehabilitation/renovation program.

III.A. Investment Funding Plan			
Response Type	Narrative		
Page Limit	Not to exceed 1 page		
Response Instructions	<ul style="list-style-type: none"> • Include a narrative response below certifying how the cost share requirement will be met, where applicable • Complete the chart below to identify the amount of funding being requested for this investment only; • Funds should be requested by allowable cost categories (i.e., planning, organization, equipment, and management and administration.); • Applicants must make funding requests that are reasonable and justified by direct linkages to activities outlined in this particular investment; and, <p>Applicants must indicate whether additional funding (non FY09-10 CTAF) will be leveraged for this investment.</p>		
Response	FY09-10 CTAF Request Total	Other Funding Sources Applied (including cost share required)	Grand Total
	8879.58(a)(2)	8879.58(a)(3)	
Equipment	661,073	48,899 <i>(08-09)</i>	709,972
Construction			
Total	661,073	48,899	709,972

III.B. Provide a high-level timeline, milestones and dates, for the implementation of this investment. Possible areas for inclusion are: stakeholder engagement, planning, major acquisitions/purchases, training, exercises, and process/policy updates. Up to 10 milestones may be provided.

Response Type	Narrative
Page Limit	Not to exceed 1 page
Response Instructions	<ul style="list-style-type: none"> • Only include major milestones that are critical to the success of the investment; • While up to 10 milestones may be provided, applicants should only list as many milestones as necessary; • Milestones are for this discrete investment – those that are covered by the requested FY08 TSGP funds and will be completed over the 36-month performance period; • Milestones should be kept to high-level, major tasks that will need to occur; • Identify the planned start date associated with the identified milestone. The start date should reflect the date at which the earliest action will be taken to start achieving the milestone; • Identify the planned completion date when all actions related to the milestone will be completed and overall milestone outcome is met; and, • List any relevant information that will be critical to the successful completion of the milestone (such as those examples listed in the question text above).
Response	<p>Milestone 1 (August 2010) – Vendor Integration Contract Award</p> <p>Milestone 2 (December 2012) – Project complete</p> <p>Milestone 3 (July 2013) – Complete project closeout.</p>

Appendix B
Investment Justification Template

Investment Heading	
Date	June 4, 2010
State	California
County	Ventura
Agency Name	Ventura County Transportation Commission
Investment Name	Metrolink Safety Enhancements
Investment Phase	Phase I
Investment Amount	\$18,376.14 plus carryover interest

I.A. Identify the transit agency and that agency's point(s) of contact for this investment.	
Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<p>For the transit Agency (or lead agency) undertaking the investment, identify the following:</p> <ul style="list-style-type: none"> • Point of contact's (POC) name and title; • POC's full mailing address; • POC's telephone number; • POC's fax number; • POC's email address; • and, Also include the corresponding information for the single authorizing official for your organization—i.e., the individual authorized to sign a grant award.
Response	<p>Point of Contact: Mary Travis, Manager, Metrolink and Intercity Rail 950 County Square Ave., Suite 207 Ventura, CA 93003 (805) 642-1591 Ext 102 Fax (805) 642-4860 mtravis@goventura.org</p> <p>Authorizing Official: Darren Kettle, Executive Director 950 County Square Ave., Suite 207 Ventura, CA 93003 (805) 642-1591 Ext 101 Fax (805) 642-4860 dkettle@goventura.org</p>

I.B. Describe the operating system for the transit agency undertaking this investment.

Response Type	Narrative
Page Limit	Not to exceed 2 pages
Response Instructions	<p>For the transit agency (or lead agency) undertaking this investment, describe the following:</p> <ul style="list-style-type: none">• Infrastructure;• Ridership data;• Number of passenger miles;• Number of vehicles;• Types of service and other important features;• System map;• Geographical borders of the system and the cities and counties served; and,• Other sources of funding being leveraged for security enhancements

Response

Ventura County Transportation Commission (VCTC) owns rail right-of-way in Ventura County and contracts with Southern California Regional Rail Authority to operate Metrolink commuter rail service. The Southern California Regional Rail Authority (SCRRA) was created in 1991 to plan, design, construct, and administer the operation of regional passenger rail lines serving the counties of Los Angeles, Orange, Riverside, San Bernardino, Ventura, and Northern San Diego. The SCRRA named the regional commuter rail system "Metrolink." Members of the agency are: Los Angeles County Metropolitan Transportation Authority (Metro); Orange County Transportation Authority (OCTA); Riverside County Transportation Commission (RCTC); San Bernardino Associated Governments (SANBAG); and VCTC.

Metrolink operates 7 commuter rail routes serving 55 stations in the counties of Los Angeles, Orange, Riverside, San Bernardino, Ventura, and Northern San Diego. These stations are not owned by SCRRA, but by the local jurisdictions or county transportation commissions. The riders served by Metrolink live in 238 cities or census-defined places in these six counties: 87 cities in Los Angeles County; 38 cities in Orange County; 40 cities in Riverside County; 31 cities in San Bernardino County; 15 cities in San Diego County and 14 cities in Ventura County. Metrolink operates over 388 route miles and operates 149 weekday trains. The agency has 39 locomotives and 155 rail cars and operates through six tunnels over 250 feet in length: Tunnel 25 is 6,976 feet, Tunnel 26 is 7,369 feet, Tunnel 27 is 924 feet, Tunnel 28 is 537 feet, Tunnel 18 is 266 feet and Tunnel 19 is 328 feet. SCRRA has two main facilities: the maintenance facility (called Central Maintenance Facility—CMF) in Los Angeles where rolling stock is maintained and the Operations Center in Pomona where trains are dispatched.

Southern California Regional Rail Authority
Geographical Borders and Operations Map



II.A. Provide a brief abstract for this investment.

Response Type	Narrative
Page Limit	Not to exceed 1 page
Response Instructions	Provide a succinct statement summarizing this investment.
Response	<p>PTC is an integrated command, control, communication and information system to control train movements and eliminate accidents due to human error. PTC incorporates “next generation” proven technologies including advanced on-board locomotive microprocessors and wayside signal microprocessors, advanced digital wireless communication systems, and real time globally positioning (GPS) train location tracking. The 4 basic objectives of a PTC system is to 1) Prevent train to train collisions, 2) Prevent train over -speeding at curves, turnouts and other speed decrease zones 3) Prevent trains from entering maintenance and construction work zones occupied by roadway workers, 4) Prevent trains from entering mis-aligned switches in dark (non-signaled) territory. The PTC system would take over the movement of a train and slow or bring it to a stop if necessary if the train operator failed to react in accordance with the operating rules and instructions for controlling the movement of the train. In order to deploy a PTC system, Metrolink would need to replace the current centralized dispatch system to a PTC-compatible dispatch system. In addition, Metrolink will work with the Federal Railroad Administration and the other passenger and freight rail operators (UP, BNSF, Amtrak, NCTD) in the region to develop an inter-operable PTC program for the Southern California region. Other elements will need to be in place, such as geographic digital mapping of the entire Metrolink system (a track data base) to provide for the PTC computer topography and braking algorithms needed to automatically operate the trains. Additionally, a robust reliable communications network would need to be established in the Southern California Basin to allow the extremely large volumes of digitized and related communication transmissions to reliably occur. Finally, Metrolink will need to establish technical training facilities and programs and repair and maintenance facilities to support the PTC system when it is deployed.</p> <p>The recently passed Federal Rail Safety Enhancement Act of 2008 mandates that PTC be deployed on high-density passenger rail corridors such as Metrolink’s by 2015, SCRRA has pledged to have the system substantially complete by 12/2012.</p>

II.B. Describe how this investment specifically addresses one or more of the transit security fundamentals identified in the FY07/08 (CTAF) Guidance

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	Describe how the investment addresses one or more of the following: A. Capital Projects: <ul style="list-style-type: none"> • Construction or renovation projects that are designed to enhance the security of public transit stations, tunnels, guide-ways, elevated structures or other transit facilities and equipment • Explosive device mitigation and remediation equipment • Chemical, biological, radiological and nuclear explosive search, rescue or response equipment • Interoperable communications equipment • Physical security enhancement equipment • The installation of fencing, barriers, gates or related security enhancements that are designed to improve the physical security of transit stations, tunnels, guide-ways, elevated structures or other transit facilities and equipment • Other security related projects approved by the Office of Homeland Security (OHS) B. Capital expenditures to increase the capacity of transit operators to develop disaster response transportation systems that can move people, goods, and emergency personnel and equipment in the aftermath of a disaster impairing the mobility of goods, people, and equipment.
Response	All three components of the project are construction or renovation projects that are designed to enhance the safety and security of public transit stations, tunnels, guide-ways, elevated structures or other transit facilities and equipment.

II.C. Describe the investment will achieve the safety, security, or emergency response benefit.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	Outline how investment specifically addresses the transit agency's required security or emergency response plan.
Response:	PTC would greatly increase the safety and security of train operations in Southern California by providing a reliable interoperable system to control train movements and significantly reduce the chance of train accidents due to actions of the locomotive operator.

II.D. Describe how this investment specifically meets the useful life for capital assets specified in subdivision (a) of section 16727.

Response Type	Narrative
Page Limit	Not to exceed ½ page
Response Instructions	<p>Describe how the investment addresses one or more of the following tangible physical properties:</p> <ul style="list-style-type: none"> • An expected useful life of 15 years or more • Property with an expected useful life of 10 to 15 years, but these costs may not exceed 10 percent of the bond proceeds net of all issuance costs. • Include major maintenance, reconstruction, demolition for purposes of reconstruction of facilities, and retrofitting work that is ordinarily done no more often than once every 5 to 15 years or expenditures that continue or enhance the useful life of the capital asset. • Equipment with an expected useful life of two years or more.
Response	The expected useful life of the equipment is 10 years. SCRRRA will extend the useful life of the equipment and software through the annual rehabilitation/renovation program.

III.A. Investment Funding Plan

Response Type	Narrative		
Page Limit	Not to exceed 1 page		
Response Instructions	<ul style="list-style-type: none"> • Include a narrative response below certifying how the cost share requirement will be met, where applicable • Complete the chart below to identify the amount of funding being requested for this investment only; • Funds should be requested by allowable cost categories (i.e., planning, organization, equipment, and management and administration.); • Applicants must make funding requests that are reasonable and justified by direct linkages to activities outlined in this particular investment; and, <p>Applicants must indicate whether additional funding (non FY07/08 CTAF) will be leveraged for this investment.</p>		
Response	<p>FY07/08 CTAF Request Total</p> <p>8879.58(a)(2)</p> <p>8879.58(a)(3)</p>	<p>Other Funding Sources Applied (including cost share required)</p>	<p>Grand Total</p>
Planning			
Equipment		18,376.14	2,990.22 Prop 1B Interest
Construction			
Total		18,376.14	2,990.22
			21,366.36

III.B. Provide a high-level timeline, milestones and dates, for the implementation of this investment. Possible areas for inclusion are: stakeholder engagement, planning, major acquisitions/purchases, training, exercises, and process/policy updates. Up to 10 milestones may be provided.

Response Type	Narrative
Page Limit	Not to exceed 1 page
Response Instructions	<ul style="list-style-type: none"> • Only include major milestones that are critical to the success of the investment; • While up to 10 milestones may be provided, applicants should only list as many milestones as necessary; • Milestones are for this discrete investment – those that are covered by the requested FY 2008 TSGP funds and will be completed over the 36- month performance period; • Milestones should be kept to high-level, major tasks that will need to occur; • Identify the planned start date associated with the identified milestone. The start date should reflect the date at which the earliest action will be taken to start achieving the milestone; • Identify the planned completion date when all actions related to the milestone will be completed and overall milestone outcome is met; and, • List any relevant information that will be critical to the successful completion of the milestone (such as those examples listed in the question text above).
Response	<p>Milestone 1 (August 2010) – Vendor Integration Contract Award</p> <p>Milestone 2 (December 2012) – Project complete</p> <p>Milestone 3 (July 2013) – Complete project closeout.</p>



Item #9E

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
SUBJECT: MODIFYING EMPLOYEE 457 DEFERRED COMPENSATION PLANS

RECOMMENDATION:

- Adopt the employee loan provision of the 457 Deferred Compensation Plan for CalPERS and ICMA-RC.
- Adopt Resolution #2010-06, Amendment to the ICMA 457 Deferred Compensation Plan to permit loans (Attachment 1).

BACKGROUND:

A 457 Deferred Compensation Plan is a supplemental retirement savings program that allows an employee to make contributions on a pre-tax basis. Federal and state income taxes are deferred until the assets are withdrawn, usually during retirement when the employee may be in a lower tax bracket. VCTC allows its employees to participate in either the CalPERS or ICMA-RC Deferred Compensation plan.

As an added option to the 457 Deferred Compensation Plan, VCTC staff has explored the employee loan provision. Both plans offer an employee loan feature which allow eligible plan participants the ability to borrow funds from their plan account balance. Some features of the loan programs are:

- Loans are available for all purposes.
- Loans are secured by the assets in the participant's individual 457 account.
- Interest and principal are paid by the participant, back into their account.
- The minimum loan amount is \$1,000. The maximum loan amount is the lesser of
 - 50 percent of the Participant's account balance, or
 - \$50,000, less the highest outstanding loan balance over the last 12 months.
- The maximum number of loans permitted at one time is one.
- Loan applications can be made over the internet.
- Loan repayments can be made by payroll deduction (for CalPERS) or from the participant's bank account (for ICMA-RC).
- Upon separation of employment, the participant's outstanding loan balance will be immediately due and payable. Failure to repay the loan will be deemed a distribution.

VCTC will take on some administrative and fiduciary responsibilities associated with offering this type of 457 Deferred Compensation Plan loan. With ICMA-RC, VCTC was able to select options that reduce the administrative and fiduciary responsibilities. With CalPERS there were no options available and requires VCTC to enroll in its electronic payroll administration and provide payroll deductions. However, both plans require some on-

June 4, 2010
Item #9E
Page #2

going activities including performing loan verification activities. There is no financial liability to VCTC for the outstanding loan as it is secured by the individual's 457 plan itself and if defaulted on, the loan will be deemed a distribution to the individual.

Both plans require a loan agreement (see Attachments 2 and 3), but only ICMA-RC requires a resolution be adopted (see Attachment 1). Once executed, the documents will be sent to CalPERS and ICMA-RC for processing. CalPERS will take four to six weeks to implement including enrollment in the electronic payroll administration. ICMA-RC will take one to two weeks to implement. General Counsel has reviewed and approved the agreements.

Attachment 1
Resolution 2010-06
Amendment to the ICMA 457 Deferred Compensation Plan to permit loans

Section 457 Deferred Compensation Plan
ICMA-RC Plan #301108

Name of Employer: Ventura County Transportation Commission State: California

Resolution of the above named Employer (“Employer”)

WHEREAS, the Employer has employees rendering valuable service; and

WHEREAS, the Employer has established a retirement plan (the “Plan”) for such employees which serves the interest of the Employer by enabling it to provide reasonable retirement security for its employees, by providing increased flexibility in its personnel management system, and by assisting in the attraction and retention of competent personnel; and

WHEREAS, the Employer has determined that permitting participants in the retirement plan to take loans from the Plan will server these objectives;

NOW THEREFORE BE IT RESOLVED that the Plan will permit loans.

I Donna Cole, Clerk of the Ventura County Transportation Commission (VCTC), do hereby certify that the foregoing resolution, proposed by VCTC staff, was duly passed and adopted in the Commission meeting of the Ventura County Transportation Commission at a regular meeting thereof assembled this 4th day of June, 2010, by the following vote:

AYES:

NAYS:

ABSENT:

(seal)

Clerk of the Board

Attachment 2



SUPPLEMENTAL INCOME PLANS

LOAN PROGRAM EMPLOYER ENROLLMENT

Please note: you must have an automated payroll process in order to participate in the loan program.

I. GENERAL INFORMATION

Employer Name: Ventura County Transp. Comm Employer Plan Number (if applicable): 450589

II. ADOPTION OF CALPERS 457 LOAN PROGRAM

By signing this form, the Employer, the sponsor of the Plan referenced above, which began participating in the CalPERS 457 Program pursuant to an Adoption Agreement dated June 4th, 2010, hereby adopts the CalPERS 457 Loan Program.

The Employer will deduct loan repayments directly from employee salary and remit payments along with deferrals. The repayment method for contributions and loan repayments must be made by an acceptable automated method.

III. SIGNATURES

Employer's Signature _____ Date ___/___/___

Please return form to:

- Standard Delivery: CalPERS 457 Plan, Attn: Administration, P.O. Box 2647, Lewiston, ME 04241
Overnight Delivery: ING, CalPERS 457 Plan Administration, 1775 Lisbon Road, Lewiston, ME 04240
Fax Delivery: (888) 228-6185

Attachment 3

Loan Guidelines Agreement

Name of Plan (please state the Employer's complete name, including state): California

Ventura County Transportation Commission

Plan Type: 401(a) Money Purchase Plan 401 Profit-Sharing Plan 457 Deferred Compensation Plan

ICMA-RC Plan Number: 301108

I. Purpose

The purpose of these guidelines is to establish the terms and conditions under which the Employer will grant loans to participants. This is the only official Loan Provision Document of the above named Plan.

II. Eligibility

Loans are available to all active employees. Loans will not be granted to participants who have an existing loan in default. Loans will be pro-rated among all the funds in which the participant is invested at the time the loan is made.

For 401 plans only:

Loans are available from the following sources: [select one or both]

- Employer Contribution Account (vested balances only)
- Participant Contribution Accounts (pre- and post-tax, if applicable, including Employee Mandatory, Employee Voluntary, Employer Rollover, and Portable Benefits Accounts, but excluding the Deductible Employee Contribution/Qualified Voluntary Employee Contribution Account)

For Roth 401(k) plans only:

A participant's Designated Roth Account balance can be used to secure a participant loan.

Designated Roth Account balances [select one]

- will not (default option) be available as a source for loans under the Plan.
- will be available as a source for loans under the Plan. (**Note: Using the Roth source for loans may have negative tax consequences for participants.**)

For all plan types:

Loans are available for the following purposes: [select one]

- All purposes
- Loans shall only be granted in the event of a participant's hardship or for the purpose of enabling a participant to meet certain specified financial situations. The employer shall approve the participant's loan application after determining, based on all relevant facts and circumstances, that the amount of the loan is not in excess of the amount required to relieve the financial need. For this purpose, financial need shall include, but not be limited to: unreimbursed medical expenses of the participant or members of the participant's immediate family, establishing or substantially rehabilitating the principal residence of the participant, or paying for a college education (including graduate studies) for the participant or his/her dependents.

ICMA - RC

III. Frequency of loans [select one]

- Participants may receive one loan per calendar year. Moreover, participants may have only one (1) outstanding loan at a time.
- Participants may receive one loan per calendar year. Moreover, no participant may have more than five (5) loans outstanding at one time.

IV. Loan amount

The minimum loan amount is \$1,000.

The maximum amount of all loans to the participant from the plan and all other plans sponsored by the Employer that are qualified employer plans under section 72(p)(4) of the Code is the *lesser* of:

- (1) \$50,000, reduced by the highest outstanding balance of all loans from any 401 or 457 plans for that participant during the one-year period ending on the day before the date a loan is to be made, or
- (2) one half of the participant's vested account balance, reduced by the current outstanding balance of all 401 and 457 loans from all plans for that participant.

If a participant has any loans outstanding at the time a new loan is requested, the new loan will be limited to the maximum amount calculated above reduced by the total of the outstanding loans.

A loan cannot be issued for more than the above amount. The participant's requested loan amount is subject to downward adjustment without notice due to market fluctuation between the time of application and the time the loan is made.

V. Length of loan

A loan must be repaid in substantially equal installments of principal and interest, at least monthly, over a period that does not exceed five (5) years.

Loans for a principal residence must be repaid in substantially equal installments of principal and interest, at least monthly, over a period that does not exceed 20 [state number of years] years (maximum 30 years).

VI. Loan repayment process

Loan repayments for active employees must be through (**choose one**):

- Payroll deduction only.
- ACH debit only.*
- Employee may choose either payroll deduction or ACH debit.*

If payroll deduction repayment is allowed, and the employee wishes to use this method, the employee must notify the Employer so that the Employer can ensure that repayment will begin as soon as practicable on a date determined by the Employer's payroll cycle. Failure to begin payroll deduction in a timely way could lead to the employee's loan entering delinquency status. Payroll deduction should begin within two payroll cycles following the employee's receipt of the loan.

* Please note a \$20 processing fee will be assessed to a participant's ICMA-RC account when a scheduled loan repayment(s) via ACH is rejected due to insufficient funds, invalid bank account information, or account closure in the participant's designated payment account.

Loan Guidelines Agreement

Repayments through payroll deduction will be sent via check or wire by the Employer to ICMA-RC on the following cycle
(choose one):

- Weekly (52 per year)
- Bi-weekly (26 per year)
- Semi-monthly (24 per year)
- Monthly (12 per year)

If ACH debit repayment is allowed, debits from the employee's designated bank account will begin approximately one month following the date the employee's signed ACH authorization form is received and processed by ICMA-RC, or, in the case of online loans, approximately one month following the date the loan check has been cleared for payment. Debits will normally be made on a monthly basis.

Loans outstanding for former employees or employees on a leave of absence must be repaid on the same schedule as if payroll deductions were still being made unless they reamortize their loans and establish a new repayment schedule that provides that substantially equal payments are made at least monthly over the remaining period of the loan.

Loan payments, including loan payments from former employees, are allocated to the participant's current election of investment options on file with ICMA-RC.

The participant may pay off all or a portion of the principal and interest early without penalty or additional fee. Extra payments are applied forward to both principal and interest as specified in the original repayment schedule, unless the additional payment is for the balance due.

VII. Loan interest rate

The rate of interest for loans of five (5) years or less will be based on prime plus 0.5%.

The rate of interest for loans for a principal residence will be based on the FHA/VA rate.

Interest rates are determined on the last business day of the month preceding the month the loan is disbursed. The interest rate is locked in at the time a loan is approved and remains constant throughout the life of the loan.

The prime interest rate is determined on the last business day of each month using www.nfsn.com as the source. The FHA/VA interest rate is also determined on the last business day of each month using www.bankofamerica.com as the source.

Loan interest rates for new loans taken in different months may fluctuate upward or downward monthly, depending on the movement of the prime and FHA/VA interest rates.

The employer may modify the manner in which loan interest rates will be determined, but only with respect to future loans.

VIII. Loan application procedure

Loans must be requested using the following method (check one):

- Online only:** All loans must be requested online by employees through ICMA-RC's Account Access site at www.icmarc.org, with Employer pre-authorization as outlined in italics below.

If an employee is married at the time of application, and spousal consent is required by the Plan for the loan, the employee's spouse must consent, in writing, to the loan and the consent must be witnessed by a plan representative or notary public. Such consent must be received in writing by ICMA-RC no more than ninety (90) days before the loan request is submitted through Account Access.

The promissory note, truth-in-lending rescission notice and disclosure statement are presented to the employee online through Account Access at the time the employee submits the loan request. The employee confirms receipt and acceptance of these documents by clicking on the affirmative buttons on the Account Access program.

ICMA - RC

The employer hereby authorizes all future loans requested through the online process via Account Access, as well as any requests that employees submit on paper forms, pending review of the application by ICMA-RC. Notice of loan issuance will be provided to the Employer via reports posted on the EZLink site.

The loan amount will generally be redeemed from the employee's account on the same day as the employee's successful submission of the loan request through Account Access, if it is submitted prior to 4:00 p.m. ET on a business day. If not, the loan amount will be redeemed on the next business day following submission. The loan check is generally issued on the next business day following redemption, and will be mailed directly to the employee. The employee's presentment of the loan check for payment constitutes an acknowledgment that the employee has received and read the loan disclosure information provided by ICMA-RC and agrees to the terms therein.

Loan repayment will begin as soon as practicable following the employee's presentment of the loan check for payment.

- Online and through Direct Loan application:** All loans must be requested either online by employees through ICMA-RC's Account Access site at www.icmarc.org, or through the Direct Loan application, both of which require pre-authorization by the Employer as outlined in italics below.

If an employee is married at the time of application, and spousal consent is required by the Plan for the loan, the employee's spouse must consent, in writing, to the loan and the consent must be witnessed by a plan representative or notary public. Such consent must be received in writing by ICMA-RC no more than ninety (90) days before the loan request is submitted through Account Access. In the case of the Direct Loan Application, spousal consent should be sent along with the application.

The promissory note, truth-in-lending rescission notice and disclosure statement are mailed to the employee along with the issued loan check. The employee confirms receipt and acceptance of these documents and terms at the time the endorsed check is presented for payment.

The Employer hereby authorizes all future loans requested through the online process via Account Access, as well as any requests that employees submit on paper forms, pending review of the application by ICMA-RC. Notice of loan issuance will be provided to the Employer via reports posted on the EZLink site.

The loan amount will generally be redeemed from the employee's account on the same day as either ICMA-RC's receipt of a loan application (complete and in good order), or the employee's successful submission of the loan request through Account Access, if it is submitted prior to 4:00 p.m. ET on a business day. If not, the loan amount will be redeemed on the next business day following submission. The loan check is generally issued on the next business day following redemption, and will be mailed directly to the employee. The employee's presentment of the loan check for payment constitutes an acknowledgment that the employee has received and read the loan disclosure information provided by ICMA-RC and agrees to the terms therein.

Loan repayment will begin as soon as practicable following the employee's presentment of the loan check for payment.

- Direct Loan application only:** All loans must be requested through the Direct Loan application, which requires pre-authorization by the Employer as outlined in italics below.

If an employee is married at the time of application, and spousal consent is required by the Plan for the loan, the employee's spouse must consent, in writing, to the loan and the consent must be witnessed by a plan representative or notary public. Such consent must be received in writing by ICMA-RC along with the Direct Loan Application.

The promissory note, truth-in-lending rescission notice and disclosure statement are mailed to the employee along with the issued loan check. The employee confirms receipt and acceptance of these documents at the time the endorsed check is presented for payment.

The employer hereby authorizes all future loans requested on paper forms, pending review of the application by ICMA-RC. Notice of loan issuance will be provided to the Employer via reports posted on the EZLink site.

The loan amount will generally be redeemed from the employee's account on the same day as ICMA-RC's receipt of a loan application (complete and in good order).

Loan Guidelines Agreement

The loan check will generally be issued from the employee's account on the next business day following redemption. The loan check will be mailed directly to the employee. The employee's presentment of the loan check for payment constitutes an acknowledgment that the employee has received and read the loan disclosure information provided by ICMA-RC and agrees to the terms therein.

Loan repayment will begin as soon as practicable following the employee's presentment of the loan check for payment.

- Loan application through the Employer:** All loans must be requested in writing on an application approved by the plan administrator. The application must be signed by the participant. The Employer must review and approve each participant's application.

The participant will be required to sign a promissory note evidencing the loan and a disclosure statement that includes an amortization schedule prior to receiving a loan check. Loan checks will generally be issued on the next business day following ICMA-RC's receipt of a complete loan application. The loan check, promissory note, disclosure statement and truth-in-lending rescission notice will be sent to the employer, who will obtain the necessary signatures and deliver the check to the participant. All executed documents must be returned to ICMA-RC within 10 calendar days from the date the check is issued.

IX. Security/Collateral

That portion of a participant's account balance that is equal to the amount of the loan is used as collateral for the loan. The collateral amount may not exceed 50 percent of the participant's account balance at the time the loan is taken. Only the portion of the account-balance that corresponds to the amount of the outstanding loan balance is used as collateral.

X. Acceleration [select one]

- All loans are due and payable in full upon separation from service.
- All loans are due and payable when a participant receives a distribution of **all** of his/her account balance after separation from service. The amount of the outstanding loan balance will be reported as a distribution in addition to the amount of cash distributed from the plan.
- All loans are due and payable when a participant receives a distribution of **part** of his/her account balance after separation from service. The amount of the outstanding loan balance will be reported as a distribution in addition to the amount of cash distributed from the plan.

XI. Reamortization

Any outstanding loan may be reamortized. Reamortization means changing the terms of a loan, such as length of repayment period, interest rate, and frequency of repayments. A loan may not be reamortized to extend the length of the loan repayment period to more than five (5) years from the date the loan was originally made, or in the case of a loan to secure a principal residence, beyond the number of years specified by the employer in Section V above.

A participant must request the reamortization of a loan in writing on a reamortization application acceptable to the plan administrator. Upon processing the request, a new disclosure statement will be sent to the employer for endorsement by the participant and approval by the employer. The executed disclosure statement must be returned to the plan administrator within 10 calendar days from the date it is signed. The new disclosure statement is considered an amendment to the original promissory note, therefore a new promissory note will not be required.

A reamortization will not be considered a new loan for purposes of calculating the number of loans outstanding or the one loan per calendar year limit.

XII. Refinancing existing loans

If a participant has one outstanding loan, that loan may be refinanced. If a participant has more than one outstanding loan, no loans may be refinanced. Refinancing means concurrently repaying an existing loan and borrowing an additional amount through a new loan. Refinancing includes any situation in which one loan replaces another loan and the term of the replacement loan does not exceed the latest permissible term of the replaced loan.

In order to refinance an existing loan, a participant must request this in writing on an application approved by the plan administrator. Such request must be made at a time when the participant is eligible to obtain a loan as defined by the employer in Section III above. The amount of the additional loan amount requested for the purpose of refinancing is subject to the loan limits specified in Section IV above.

Because a refinancing is considered a new loan, only active employees may refinance an outstanding loan.

XIII. Reduction of Loan

If a participant dies prior to full repayment of the outstanding loan(s), the outstanding loan balance(s) will be deducted from the account prior to distribution to the beneficiary(ies). The unpaid loan amount is a taxable distribution and may be subject to early withdrawal penalties. The participant's estate is responsible for taxes or penalties on the unpaid loan amount, if any. A beneficiary is responsible for taxes due on the amount he or she receives. A Form 1099 will be issued to both the beneficiary and the estate for these purposes.

XIV. Deemed Distribution

Loan repayments must be made in accordance with the plan document, plan loan guidelines, and as reflected in the promissory note signed by the participant. If a scheduled payment is not paid within 30, 60, and/or 90 days of the due date, a notice will be sent to both the employee and the employer.

A loan will be deemed distributed when a scheduled payment is still unpaid at the end of the calendar quarter following the calendar quarter in which the payment was due. If the total amount of any delinquent payment is not received by ICMA-RC by the end of the calendar quarter following the calendar quarter in which the payment was due, the loan is considered a taxable distribution, and the principal balance, in addition to any accrued interest, is reported as a distribution to the IRS. However, no money is paid in this distribution, because the participant already has the loan proceeds.

The loan is deemed distributed for tax purposes, but it is not an actual distribution and therefore remains an asset of the participant's account. Interest continues to accrue. The outstanding loan balance and accrued interest are reported on the participant's account statement.

Repayment of a deemed distribution will not change or reverse the taxable event.

The loan continues to be outstanding, and to accrue interest, until it is repaid or offset using the participant's account balance. An offset can occur only if the participant is eligible to receive a distribution from the plan as outlined in the plan document.

Participants are required to repay any outstanding loan which has been deemed distributed before they can be eligible for a new loan. The deemed distribution and any interest accrued since the date it became a taxable event is taken into account when determining the maximum amount available for a new loan. New loans must be repaid through payroll deduction.

Loan Guidelines Agreement

The employer is obligated by federal regulation to comply with the loan guideline requirements applicable to participant loans, and to ensure against deemed distribution by monitoring loan repayments, regardless of the method of repayment, and by advising employees if loans are in danger of being deemed distributed. The tax-qualified status or eligibility of the entire plan may be revoked in cases of frequent repayment delinquency or deemed distribution.

XV. Fees

Fees may be charged for various services associated with the application for and issuance of loans. All applicable fees will be debited from the participant's account balance and/or from the participant's loan repayments prior to crediting the repayment of principal and interest to the participant's account. A schedule of fees applicable to this plan is specified in ICMA-RC's current publication of *Making Sound Investment Decisions: A Retirement Investment Guide*.

XVI. Other

The employer has the right to set other terms and conditions as it deems necessary for loans from the plan in order to comply with any legal requirements. All terms and conditions will be administered in a uniform and non-discriminatory manner.

In Witness Whereof, the employer hereby caused these Guidelines to be executed this 4th day of June, 2010.

EMPLOYER

Accepted: ICMA RETIREMENT CORPORATION

By: _____

By: _____

Title: _____

Title: _____

Attest: _____

Attest: _____

ICMA-RC 457 LOAN ADMINISTRATION AGREEMENT

This Agreement is not required if you have 1) only one 457 plan provider or 2) more than one plan provider each with its own plan document and provisions unique to each provider. **The Agreement only applies if you have adopted a single 457 plan document under which ICMA-RC and one or more other provider(s) must operate.** Please refer to pages 5-6 of *A Guide to Implementing a Loan Program* for more details.

This Agreement shall serve as an Addendum to the Loan Guidelines established by the Employer identified below as an Addendum to the Administrative Services Agreement (ASA) made by and between the ICMA Retirement Corporation (ICMA-RC) and the Employer.

The Employer currently sponsors a section 457 deferred compensation plan administered by two or more providers (co-provider plan). In order to ensure the efficient administration of the loan program established by the Employer, the Employer hereby agrees and declares that

- (1) For purposes of issuing loans from the plan, that portion of the plan's assets administered by ICMA-RC will be treated as though it were a separate and distinct plan.
- (2) The Employer shall calculate the amount a participant may borrow from the ICMA-RC administered portion of the plan. No loan amount may exceed the lesser of (a) the maximum loan amount specified in Internal Revenue Code section 72(p)(2)(A) or (b) 50% of the participant's ICMA-RC-administered account balance.
- (3) All loan repayments must be made to the participant's ICMA-RC-administered account for the life of the loan.

AGREED as of the 4th day of June, 2010:

Name of Employer: Ventura County Transp. Comm. _____
Authorized Official - Print Name

State: California

Employer Plan Number

3	0	1	1	0	8
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Signature of Authorized Official

ICMA RETIREMENT CORPORATION



Angela Montez
Assistant Secretary

Mail this Agreement and the completed 457 Plan Loan Guidelines to:
ICMA-RC

**Attention: New Business Analyst
777 North Capitol Street, NE
Washington, DC 20002-4240**



Item # 9F

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

SUBJECT: RESOLUTION FOR VCTC TO CLAIM FY 2010/2011 TRANSPORTATION DEVELOPMENT ACT (TDA) LOCAL TRANSPORTATION FUNDS (LTF) AND STATE TRANSIT ASSISTANCE (STA) FUNDS

RECOMMENDATION:

- Approve the attached Resolution #2010-07 authorizing VCTC's claim for FY 2010/2011 Transportation Development Act (TDA) Local Transportation Funds (LTF) and State Transit Assistance (STA) funds for transit, planning and administrative expenditures.

DISCUSSION:

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

In accordance with State regulations, the attached resolution authorizes staff to claim \$400,000 in LTF Article 3 for Metrolink operations; the LTF authorized amounts for planning and administration; and, all available STA money for transit purposes as detailed in the Commission's FY 2010/2011 budget.

RESOLUTION # 2010-07

RESOLUTION AUTHORIZING THE FILING OF A CLAIM FOR ALLOCATION OF TRANSPORTATION DEVELOPMENT ACT LOCAL TRANSPORTATION FUNDS AND STATE TRANSIT ASSISTANCE FUNDS FOR FISCAL YEAR 2010/11

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

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

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

NOW, THEREFORE, BE IT RESOLVED that the Executive Director is authorized to execute and file the appropriate claim pursuant to applicable rules and regulations, together with all necessary supporting documents, with the Ventura County Transportation Commission for an allocation of LTF and STA funds in FY 2010/11.

BE IT FURTHER RESOLVED that the authorized claim shall include \$400,000 in LTF Article 3 funds and all available STA funds for FY 2010/11 expenditures for Metrolink commuter rail costs, other related local rail and transit costs and Santa Paula Branch Rail Line expenditures.

BE IT FURTHER RESOLVED that the authorized claim shall include the designated amounts for VCTC planning and administrative purposes.

BE IT FURTHER RESOLVED that Ventura County Transportation Commission finds all of the following pursuant to the California Code of Regulations, Title 21, Section 6754:

- the proposed expenditures are in conformity with the Regional Transportation Plan;
- the level of passenger fares and charges is sufficient to enable the operator (where applicable) to meet the fare revenue requirements;
- the claimant is making full use of federal funds available under Title 49, Chapter 523 of the United States Code;
- the proposed allocations from STA and LTF do not exceed the amount the claimant is eligible to receive during the fiscal year;
- priority consideration has been given to claims to offset reductions in federal operating assistance and the unanticipated increase in the cost of fuel, to enhance public transportation services, and to meet high priority regional, Countywide, or area-wide public transportation needs;
- the operation(s) where applicable is/are in compliance with the eligibility requirements of Public Utilities Code Section 99314.6;
- the operator(s) where applicable has/have made a reasonable effort to implement any recommended operator productivity improvements;
- the operator(s) where applicable is/are not precluded from employing part-time workers

PASSED AND ADOPTED on this 4th day of June, 2010 by action of VCTC.

DENNIS GILLETTE, CHAIR

ATTEST:

Donna Cole, Clerk of the Board



June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

SUBJECT: AUDIT SERVICES FOR STATE REQUIRED FY 09/10 TRANSPORTATION DEVELOPMENT ACT (TDA) FINANCIAL/COMPLIANCE AUDITS AND CONTROLLER REPORTS, AND, STATE PROPOSITION 1 B REPORTS

RECOMMENDATION:

- Approve contract with Vavrinek, Trine, Day & Company for \$35,160 to complete the State required Transportation Development Act (TDA) FY 09/10 financial/compliance audits, State Controller reports (where needed), and, State Proposition 1 B Reports.

DISCUSSION:

The State requires all TDA claimants annually to complete financial and compliance audits and that transit operators receiving TDA money annually file operating reports with the State Controller. The State Controller transit reports are due September 30 each year and the financial/compliance audits are due December 30. Beginning last year, the State also requires agencies receiving Proposition 1 B transit funds to annually report on those expenditures.

As part of its TDA administrative duties, VCTC annually contracts with an auditing firm on behalf of the cities/County to have this required work completed. In April, a Request for Proposals (RFP) for the project was sent to twelve auditing and accounting firms.

Two firms responded as follows:

Vavrinek, Trine, Day & Company	\$35,160
Rivera & Company	\$32,000

Both firms are qualified to perform the work and have demonstrated an understanding of the TDA requirements. Vavrinek, Trine, Day & Company have scheduled more hours for the project albeit at a higher cost. The other bidder, Rivera & Company, has performed this work for the past three fiscal years and they submitted a lower bid for the work.

However, it is good fiscal practice to change auditors regularly in ensure checks-and-balances. Therefore, despite the marginally higher cost, staff is recommending Vavrinek, Trine, Day & Company be awarded the contract. Their proposal is within the VCTC budgeted amount for the work, and staff recommends approval.



Item #9H

June 4, 2009

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

SUBJECT: FY 10/11 ALLOCATIONS FOR TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE/PEDESTRIAN FUNDS

RECOMMENDATION:

- Approve the attached list of allocations for FY 10/11 Transportation Development Act (TDA) Article 3 bicycle/pedestrian funds.

DISCUSSION:

Each year, under Article 3 of the State regulations governing the TDA, two percent of the TDA funds estimated to be available in Ventura County are taken "off the top" of the apportionment and set aside to be claimed for bicycle and pedestrian projects. This Article 3 money is discretionary funding allocated by VCTC according to policies and procedures established by the Commission. We currently estimate there will be a total of \$433,596 available in FY 10/11.

The Commission has designated the Citizen's Transportation Advisory Committee/Social Services Transportation Advisory Council (CTAC/SSTAC) as the committee responsible for reviewing the projects submitted by the cities/County for the available funds. The cities of Fillmore, Ojai and Santa Paula did not apply for FY 10/11 money but the Article 3 applications from the other cities and County totaled \$451,000.

The CTAC/SSTAC recommended that 15% (\$65,040) of the total Article 3 money be allocated to the cities/County for the Class I Bicycle Trail maintenance program; this left \$368,556 available for allocation to the applicants on a competitive basis. After presentations by the applicants and field visits to the project sites, the applications were reviewed and ranked (Attachment # 1) by the CTAC/SSTAC according to VCTC's adopted ranking criteria (Attachment # 2). Six applicants received full funding, Moorpark received about half (\$38,556) of the funds requested, and San Buenaventura's request for \$55,000 for sidewalk ramps was not funded.

**RECOMMENDED FY 10/11 TDA ARTICLE 3 BICYCLE/PEDESTRIAN FUND PROJECTS
(SHOWN IN RANKED ORDER)**

AGENCY	ARTICLE 3 FUNDED	PROJECT NAME	OTHER FUNDS	TOTAL FUNDS
Cities/County	\$65,040	Class I Bike Trail Maintenance	N/A	\$ 65,040
Thousand Oaks	\$55,000	Bike path connection	\$65,000	\$120,000
Camarillo	\$60,000	Bike trail connector	\$60,000	\$120,000
County of Ventura	\$60,000	Sidewalks	\$60,000	\$120,000
Port Hueneme	\$50,000	Bike/Ped. crossing	\$150,000	\$200,000
Oxnard	\$60,000	Pedestrian improvements	\$66,630	\$126,630
Simi Valley	\$45,000	Sidewalk and ramps	\$45,000	\$ 90,000
Moorpark	\$38,556*	Sidewalk/bike lane	\$66,000	\$104,556
TOTAL APPROVED	\$433,596		\$512,630	\$946,226

* After ranking, Moorpark received \$38,556 of the \$66,000 requested.

TDA ARTICLE 3 GRANT EVALUATION CRITERIA

<p>1. Matching Funds (Yes or No)</p>		<p>2. Safety (25 points possible)</p>	
<p>This criterion evaluates local support for the proposed project in terms of financial partnership. It is mandatory that there be a minimum 50/50 match of the request.</p> <p>Is the City/County willing to match its request at 50 % or greater?</p>		<p>This criterion evaluates how the proposed project will effect safety at existing facilities or improve safety by building new facilities. When describing the project conditions include any accident statistics and how the project will improve or correct the situation.</p> <p>Will the proposed project improve safety or correct an existing safety problem including providing secure parking for bicycles?</p>	
<p>3. Project Readiness (15 points possible)</p>		<p>4. Special Considerations (15 points possible)</p>	
<p>This criterion evaluates deliverability of a proposed project. Please note that, funds not used within two years must be returned for redistribution the following year or a City and/or County may request that the project readiness be reevaluated so that the City and/or County may retain their allocation.</p> <p>Is this a new or continuing project and is the proposed project ready for construction in the fiscal year of allocation? Have past allocations been fully spent?</p>		<p>This criterion is designed to add flexibility and allows cities and/or agencies to be creative and discuss any other ways in which the proposed project will benefit City/County residents, for example, improving air quality. When discussing this criterion please be specific, if the proposed project will reduce auto trips please estimate the number of trips and how the number was developed.</p> <p>Does the proposed project provide a benefit to City/County residents that has not been discussed elsewhere?</p>	
<p>5. Maintenance of Facility (10 points possible)</p>		<p>6. Connectivity (10 points possible)</p>	
<p>This criterion evaluates whether a proposed project will be maintained at an appropriate level after the project is completed. Please discuss whether the proposed project has a long range maintenance plan associated with it.</p> <p>How will the proposed project be maintained?</p>		<p>This criterion evaluates the proposed project's relationship to regional and/or local planned pathway systems. When discussing this criterion please include an 8 1/2 " x 11" map illustrating the existing plan and the proposed project.</p> <p>Will the proposed project close a missing link in an existing local or regional bike or pedestrian plan?</p>	
<p>7. Involvement of Other Agencies (10 points possible)</p>		<p>8. Traffic Generators (5 points possible)</p>	
<p>This criterion evaluates whether the proposed project has local and/or regional significance. When discussing this issue please list all other agencies involved and their roles.</p> <p>Are any other agencies outside the applicant's jurisdiction involved in planning or constructing any phase of this proposed project?</p>		<p>This criterion evaluates the proposed project's usefulness in serving major traffic generators.</p> <p>Will the proposed project serve major bicycle or pedestrian traffic generators such as schools, libraries, work sites, downtown areas, retail centers, transit nodes?</p>	
<p>9. Expected Utilization Rate (5 points possible)</p>		<p>10. Multi-Modal Interface (5 points possible)</p>	
<p>This criterion evaluates the proposed project's usage. The project should be discussed in terms of the usage as a percentage of the applicant's population or as a percentage of the population the project affects.</p> <p>How many people will use the facility?</p>		<p>This criterion evaluates the proposed project's connectivity to transit modes and other forms of transportation.</p> <p>How will the project encourage multi-modal travel?</p>	



June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: STEVE DEGEORGE, PLANNING & TECHNOLOGY DIRECTOR
SUBJECT: INTERAGENCY AGREEMENT WITH THE LOS ANGELES COUNTY SERVICE AUTHORITY FOR FREEWAY EMERGENCIES (L.A. SAFE)

RECOMMENDATION:

- The Ventura County Transportation Commission authorize the executive Director to execute an interagency agreement between Los Angeles County Service Authority for Freeway Emergencies (L.A. SAFE) and the Ventura County Transportation Commission for the support of the Southern California Regional 511 Traveler Information System.

BACKGROUND:

In July of 2000 the Federal Communication Commission designated "511" as the single traffic information telephone number to be made available to states and local jurisdictions across the Country. L.A. SAFE has undertaken the responsibility for developing a "511" information center in our region. In 2006, L.A. SAFE issued a Request For Proposal (RFP) that resulted in a contract with the IBI Group to develop their Motorist Aid Traveler Information System (MATIS) or a regional "511" system. VCTC Staff participated on the consultant selection team and has participated in the scoping and project oversight committees since the project's start. The MATIS project is now slated for a public launch on June 14, 2010.

DISCUSSION:

At this time L.A. SAFE has requested that the VCTC formalize the working relationship between our two agencies with the Interagency Agreement found in Attachment A. The Interagency Agreement does not commit the VCTC to any funding or additional staff time for the ongoing MATIS operation. The Interagency Agreement does formalize the working relationship that has existed since 2006 and sets out a process whereby should the VCTC wish to expand the functionality of the MATIS system to provide specific information for Ventura County it could negotiate with L.A. SAFE to make changes at VCTC's cost.

VCTC General Counsel has reviewed and commented on the subject document and staff is recommending that the Commission authorize the Executive Director to execute the Interagency Agreement found below in Attachment A.

Attachment A

**Interagency Agreement
Between
The Los Angeles County Service Authority for Freeway Emergencies
And
The Ventura County Transportation Commission
In Support Of
The Southern California Regional 511 Traveler Information System/Program**

AGREEMENT NO. 09SAFE020

This AGREEMENT is made and entered into on this the 4 day of June, 2010 by and between the Los Angeles County Service Authority for Freeway Emergencies (LA SAFE) and the Ventura County Transportation Commission (VCTC):

RECITALS

WHEREAS, 511 has been designated by the Federal Communications Commission (FCC) as the national traveler information number;

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) set September 30, 2010 as a target date for the nationwide deployment of an interoperable 511 telephone system accompanied by a companion 511 website;

WHEREAS, LA SAFE shall develop, deploy, operate, maintain and manage a multi-modal Southern California 511 system (SoCal 511), prior to the September 30, 2010 SAFETEA-LU target date, that is capable of supporting both phone and web based traveler information services for the greater Southern California region, including Ventura County;

WHEREAS, SoCal 511 will include specific features and services, as provided by LA SAFE Contract No. 06SAFE035, which is being fully funded by LA SAFE:

WHEREAS, VCTC is interested in providing a 511 traveler information system for Ventura County residents and patrons; and has determined that working with LA SAFE in development and deployment of a 511 traveler information system in both Los Angeles and Ventura Counties will provide substantial savings with improved efficiencies for both counties

WHEREAS, Ventura County shall be covered by SoCal 511, as defined by LA SAFE Contract No. 06SAFE035, at **no cost** unless otherwise agreed to by both agencies and amended into this AGREEMENT;

WHEREAS, both LA SAFE and VCTC recognize the value of providing and supporting a multi-county regional 511 system;

NOW THEREFORE, the parties to this AGREEMENT agree as follows:

1.0 INTENT

The intent of this AGREEMENT is to define and set forth the relationship between LA SAFE and VCTC as it relates to the use, operation, management and improvement/enhancement of SoCal 511. This AGREEMENT shall enable VCTC to connect to and use the SoCal 511 program and services to provide traveler information to residents and travelers within Ventura County.

2.0 PERIOD OF PERFORMANCE

This AGREEMENT shall become effective on 04, June,2010 and shall remain in effect until December 31, 2018 unless amended or terminated per the terms and conditions contained in this AGREEMENT.

3.0 SERVICES

Pursuant to the terms and conditions of this AGREEMENT, LA SAFE shall provide VCTC with traveler information services via the SoCal 511 program. SoCal 511 shall provide voice and web-based information regarding traffic, transit, commuter services and other related traveler information to residents and travelers. SoCal 511 shall be developed and operated pursuant to the terms and conditions of LA SAFE Contract No. 06SAFE035 ("Contract"). The information services that will be provided by SoCal 511 are identified herein in Exhibit A – LA SAFE Contract No. 06SAFE035. A detailed list of specific services to be provided by SoCal 511 is provided in Appendix B: Services Matrix, which is contained in Exhibit A.

Should VCTC desire to obtain any additional services beyond those identified in the Contract or if there is a need to modify the delivery of the services or information specifically for VCTC, then VCTC shall give notice to LA SAFE to open discussions for possible change orders to the Contract. Any agreement between the parties for new or modified SoCal 511 services shall be set forth in writing by both parties and incorporated as an amendment to this AGREEMENT prior to formally modifying the Contract.

4.0 LA SAFE RESPONSIBILITIES

LA SAFE will be responsible for the overall development, deployment, operation, maintenance, administration, management, planning and funding of the SoCal 511 program and system. Specific responsibilities shall include but are not limited to:

- Program management and administration;
- Program systems management;
- Program operations and maintenance;
- Contract administration and management;
- Program and systems development and enhancements;
- Strategic planning and implementation;
- Funding;
- Intra-regional systems interoperability;
- Program communications coordination;
- Regional marketing;
- Regional coordination; and
- Statewide and national coordination

5.0 VCTC RESPONSIBILITIES

VCTC is responsible for coordinating, managing and representing Ventura County in the development, deployment, operation and management of the SoCal 511 program that specifically relates to Ventura County, its area of responsibility. Specifically, VCTC is responsible for:

- Coordinating with Ventura County agencies, municipalities, and interested parties in the development and use of SoCal 511;
- VCTC approved marketing, outreach and communications efforts within Ventura County in support of SoCal 511;
- Facilitating the discussion of SoCal 511 for and within Ventura County;
- Identify and describe to LA SAFE any VCTC desired enhancements to SoCal 511; and

- Support and participate in the overall development, operation and management of SoCal 511 for Ventura County;
- Funding for enhancement specific to Ventura County and/or other costs agreed upon in advance by both agencies and amended into this AGREEMENT.

6.0 JOINT RESPONSIBILITIES

LA SAFE and VCTC agree to collective and cooperative efforts in support of SoCal 511. Such efforts include but are not limited to:

- Promoting and improving traveler mobility throughout the regions thru the use of SoCal 511;
- Collaborating on joint funding opportunities;
- Coordinating regional SoCal 511 marketing and outreach activities;

7.0 KEY PERSONNEL

For purposes of this AGREEMENT the key personnel or Program Managers for both parties are identified as follows:

LA SAFE

Ken Coleman
 Motorist Services Program Manager
 One Gateway Plaza, MS 99-11-3
 Los Angeles, CA 90012
 Phone: (213) 922-2951
 Email: colemank@metro.net

VCTC

Steve DeGeorge
 Planning and Technology Director
 950 County Square Drive
 Suite 207
 Ventura, CA 93003
 Phone:
 Email: sdegeorge@goventura.org

8.0 FUNDING

LA SAFE assumes primary responsibility for the funding of the development and operation of SoCal 511. All costs associated with the development and deployment of SoCal 511, as defined in Contract No. 06SAFE035, shall be fully borne by LA SAFE.

Any funding to be provided by VCTC in support of SoCal 511 shall be limited to actions that are directly related to the operation, enhancement or expansion of SoCal 511 for Ventura County.

Funding by VCTC of any SoCal 511 services shall be amended into this AGREEMENT before VCTC incurs any costs associated with SoCal511. Such amendments shall specifically identify the types of costs to be incurred and paid by VCTC, services to be received related to those costs, and the specific methodology for assigning such costs to VCTC. Use of any VCTC funds in support of SoCal 511 shall be restricted pursuant to the adopted amendments, and shall be subject to the audit provisions of this AGREEMENT.

9.0 PAYMENT

LA SAFE shall only submit quarterly invoices in arrears for any services for which VCTC agreed to provide funding support. All quarterly invoices shall be provided with sufficient documentation to allow VCTC to verify that such costs have been assigned to VCTC in keeping with the specific cost-assignment methodology or methodologies set forth in any amendments to this AGREEMENT. Payment terms shall be as delineated in the adopted amendment.

10.0 TERMINATION

Either party hereunder may terminate this AGREEMENT within 90 days of written notice. In the event VCTC gives notice to terminate this Agreement, VCTC shall remain liable for any outstanding costs incurred by LA SAFE in providing services to VCTC under the terms and conditions of this Agreement. Both parties agree to jointly develop a termination plan that addresses all relevant issues prior to the termination of this AGREEMENT.

11.0 INDEMNIFICATION

Neither LA SAFE nor any of its directors, officers, agents, or employees shall be responsible for any damage or liability occurring solely by reason of anything done or omitted to be done by VCTC under or in connection with any work, authority, or jurisdiction performed by VCTC under this AGREEMENT. Pursuant to Government Code Section 895.4, VCTC shall fully indemnify and hold LA SAFE harmless from any liability imposed for injury (as defined by Government Code 810.8) occurring solely by reason of anything done or omitted to be done by VCTC under or in connection with any work, authority, or jurisdiction performed by VCTC under this AGREEMENT and for which VCTC would otherwise be liable.

Neither VCTC nor any of its directors, officers, agents, or employees shall be responsible for any damage or liability occurring solely by reason of anything done or omitted to be done by LA SAFE under or in connection with any work, authority, or jurisdiction performed by LA SAFE under this AGREEMENT. Pursuant to Government Code Section 895.4, LA SAFE shall fully indemnify and hold VCTC harmless from any liability imposed for injury (as defined by Government Code 810.8) occurring solely by reason of anything done or omitted to be done by LA SAFE under or in connection with any work, authority, or jurisdiction performed by LA SAFE under this AGREEMENT and for which LA SAFE would otherwise be liable.

Nothing in this AGREEMENT shall be construed to create any duty towards, or any rights in, any third party that is not a party to this AGREEMENT; and neither this AGREEMENT nor any of the provisions hereof shall create or enlarge any obligation of either party imposed by law, as the same may now be imposed or limited or may be imposed or limited hereafter.

12.0 AMENDMENTS

This AGREEMENT may only be amended by mutual written consent of the parties hereto. This AGREEMENT shall not be amended or modified by oral agreements or understandings between the parties or by any acts or conduct of the parties.

13.0 AUDIT

Subject to the limitation of this AGREEMENT and the services provided herein, VCTC shall have the right to examine and audit the specific SoCal 511 services provided to VCTC by LA SAFE. Any examination and audit shall be confined to those matters connected with SoCal 511 services provided on behalf of VCTC for which VCTC has provided financial compensation, funding and/or other in-kind contributions which have been recognized and accepted in advance through a written amendment by LA SAFE.

14.0 ENTIRE AGREEMENT

This AGREEMENT and any attachments or documents incorporated herein by inclusion or reference constitutes the complete and entire agreement between LA SAFE and VCTC and supersedes any prior representations, understandings, communications, commitments, permits, agreements, or proposals, whether in oral or written form.

15.0 MISCELLANEOUS

This AGREEMENT shall be governed by California Law. If any provision of this AGREEMENT is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

16.0 DISPUTES

The parties hereby agree that should a dispute arise regarding the provision of any service described herein or with regard to any term or condition of this Agreement, the parties will in good faith, utilize an alternative dispute resolution process (ADR) such as mediation or arbitration, to try and resolve the dispute prior to the filing of any legal action in a court of competent jurisdiction.

17.0 SUCCESSORS AND ASSIGNS

The covenants and agreements of this Agreement shall inure to the benefit of, and shall be binding upon, each of the parties and their respective successors and assigns.

18.0 ASSIGNMENT

Neither party shall assign this Agreement or any of such party's interest, rights or obligations under this Agreement without the prior written consent of the other party, which consent shall not be unreasonably withheld.

19.0 COUNTERPARTS

This Agreement may be executed simultaneously or in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

20.0 TIME OF ESSENCE

Time is of the essence with respect to all of the terms, conditions and obligations set forth herein.

IN WITNESS WHEREOF, the parties have caused this Agreement to be duly executed and delivered as of the above date.

LOS ANGELES COUNTY
SERVICE AUTHORITY
FOR FREEWAY EMERGENCIES

VENTURA COUNTY
TRANSPORTATION COMMISSION

Arthur T Leahy
CHIEF EXECUTIVE OFFICER

DARREN KETTLE
EXECUTIVE DIRECTOR

Approved as to Form:
RAYMOND J. FORTNER, JR
Office of the County Counsel

Approved as to Form:

Deputy



Item #9J

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: ALAN HOLMES, PROGRAM MANAGER - TDM
SUBJECT: AGRICULTURAL WORKER VANPOOL PROGRAM (AWVP) UPDATE

RECOMMENDATION:

- Receive and file

BACKGROUND:

In February 2009 the Board approved the Agricultural Worker Vanpool Program (AWVP) Agreement, which shifted the Caltrans implementation grant to Kings County Area Public Transit Agency (KCAPTA) and authorized KCAPTA, operating as Kings Area Rural Transit/Agricultural Industries Transportation Services (KART/AITS) to implement the Project in Ventura County.

A total of 1648 roundtrips were made in March (accounting for 3296 passenger trips), with a median of 9 passengers per van. Actual passenger counts ranged from 4 to 12. With the increased availability of work close to the drivers' homes, total mileage was down from 16,359 miles in March to 11,733 in April. The median monthly mileage per van was 1160 miles, with actual monthly mileage ranging from 739 to 1506 miles. The number of vans on the road remained unchanged at 10. Seven of the 10 drivers are based in Santa Paula, two in Oxnard and one in Fillmore. Crops picked included avocados, cabbage, lemons, oranges and tangerines.

At the end of April, the vans were outfitted with GPS radios linked Webtech Wireless transit software. Vans can now be monitored for mileage, location, route traveled, speed, braking, etc. The vans can also be unlocked and the starter enabled or disabled remotely.

As noted in previous months, finding licensed drivers who are willing to serve as volunteer drivers continues to be a challenge. Five workers are currently in the qualification process to become drivers.

Outreach to attract new drivers continues to focus on farmworkers in the field, growers, labor contractors, packing houses, and community organizations. The majority of outreach in April focused on fieldworkers, with particular emphasis on citrus workers. In addition, informational packages were mailed to approximately 70 farm labor contractors in Ventura County.



Item # 9K

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MYRA MONTEJANO, TRANSIT SPECIALIST
SUBJECT: 2009-2010 VISTA ON-BOARD SURVEYS

RECOMMENDATION:

- Receive VISTA passenger survey report.

DISCUSSION:

As in past years, Commission staff conducted on-board passenger surveys on all VISTA routes during December 2009. The survey questionnaire was developed reflecting the suggestions of our VISTA Committees, and results tabulated by VCTC. Although our number of survey responses dropped somewhat this year, the number received (890 surveys representing 1800 trips) represents about 30 percent of passengers riding in a given day, which we consider a good response.

In general we conduct the surveys to assess overall satisfaction with service, obtain statistical data about our riders and assess possible schedule modifications.

Survey results generally indicated good satisfaction with VISTA service (80% or more of passengers rating the service as 3, 4 or 5 on a scale of 1 to 5) for all parameters (Overall satisfaction, Frequency of service, Time service begins, Time required on the bus, Days of service, Connections with other buses/trains, Drivers, and Condition of buses.)

This year we added questions on how passengers obtain their news. For example we asked if they get their news from: radio, TV, print and/or the web. We were also interested to see how many of our riders use Twitter and/or Facebook regularly.

As was the case last year, satisfaction scores of 90% or higher were recorded for overall service, drivers and condition of buses on all routes. The following routes recorded 90% or higher for one or more of these parameters:

90-100% Satisfaction

Overall

- Santa Paula DAR weekend
- East County Route weekday
- CSUCI-Oxnard weekday
- 126 Weekday
- Coastal Express Weekend

Drivers

Santa Paula DAR weekend
126 Weekend
Coastal Express weekend
CSUCI-Camarillo weekday
CSUCI-Oxnard weekday
CSUCI-Oxnard weekend
Santa Paula DAR Weekday

Buses

East County weekend
Coastal Express weekend
CSUCI-Oxnard weekday
CSUCI-Oxnard weekend

Following are brief summaries of the survey results.

HIGHWAY 101/ CONEJO CONNECTION (128 Surveys)

Weekday

On the 101/Conejo Route, the largest number of passengers reported using the bus to go to work (68%) followed by travel to school and personal business (10% each). Thirty percent had a car available and chose to take the bus. Sixty eight percent ride the bus four or more times per week. When asked which change would cause them to ride the bus more often, the most common response was More Frequent Buses (34%) followed by Service One hour Later in the Day (18%). Thirty six percent of passengers indicated that they get their news from TV, the web (21%), print and radio (18%). It was also interesting to see that 30% of our riders are regulars on Twitter and Facebook.

Saturday

Thirty percent reported that they were using the bus to get to work, followed by personal business and shopping (24% and 16% respectively). Seventy percent did not have a car to make the trip, and 69% reported using the bus. Again the most frequent change supported by passengers was More Frequent Buses (39%).

Passenger Comments

The most common comments were compliments to the service in general and for the drivers. Several passengers mentioned they would like later service and more stops.

HIGHWAY 126 Route (100 Surveys)

Weekday

Passengers on this route live predominantly in Fillmore (35%) and Santa Paula (48%), followed by Ventura/Saticoy (7.5%) and Piru and Oxnard (3% each). The two most common reasons for their trips were school (26%) work and shopping (19%). Eighty one percent did not have a car available as an alternative. Sixty three percent use this route 4 or more times per week.

The change recommended by the most passengers was More Frequent Service (30%) followed by Service Later in the Day (29%). Thirty five percent indicated they are regulars on Facebook and 22% on Twitter.

Saturday and Sunday

As with weekday service, the majority of weekend passengers live in Fillmore (53%) and Santa Paula (38%). Seventy percent had no car available to make the trip. The most common changes desired are Service One Hour Later in the Day (25%) and More Frequent Service (50%). Shopping is the reason for the largest number of trips (40%), followed by work (23%).

June 4, 2010

Item #9K

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Passenger Comments

Again the most frequent comments by VISTA 126 passengers were compliments for the service and the drivers. A number of passengers would like more frequent service, earlier pickups and later service. Currently our service runs from 7 am to 7 pm from PVM to Fillmore and 5:45 am to 5pm from Fillmore to PVM.

Dial-a-Rides (234 Surveys)

Our drivers, buses and overall service rate high with passengers in Santa Paula including 100% satisfaction for all overall satisfaction and drivers for Santa Paula weekend service. The large majority of passengers (ranging from 87% for Fillmore DAR weekday passengers to 96% of Santa Paula DAR weekday passengers) did not have a car available to make their trips. Again this year, for all DAR services, the most common request was for better availability of buses (ranging from 31% of passengers on Fillmore weekend to 29% for Santa Paula weekend).

Santa Paula DAR

Seventy nine percent of weekday and 100% of weekend passengers surveyed live in Santa Paula. Sixty percent of weekday passengers use the service four or more times a week. In addition to requesting Better Availability of Buses, passengers would use the service more if we had service later in the day (21% weekdays, 29% weekends). It was surprising to see forty six percent of our riders are regulars on Facebook.

Fillmore DAR

This year's survey indicates that 48% of weekday passengers and 45% of weekend passengers live in Piru/Rancho Sespe, with almost all of the remainder living in Fillmore. After the request for better availability of buses, a better connection to other buses was the most frequent requests. Eighty-eight percent of or weekend riders are regulars on Facebook and 50% are also regulars on Twitter.

Dial-a-Ride Passenger Comments

Santa Paula and Fillmore DAR passengers were very complimentary of the service and the drivers. Some passengers noted that we need more staff in our Santa Paula and Fillmore reservation call center.

EAST COUNTY (94 Surveys)

Passenger satisfaction is still improving. We have received a positive response on our latest schedule changes and our ridership has improved due to it as well. Passengers recorded 100% satisfaction overall for both weekdays and weekends.

Fifty four percent of riders surveyed used the weekday bus to get to school (24% for Saturday service), and 30% traveled to work (36% weekends). Eighty seven percent of weekday riders and 28% of Saturday passengers did not have a car available for the trip.

The most sought after enhancement to service would be more frequent buses (57% for weekdays, 37% for Saturdays). Twenty seven percent of Saturday and 46% of weekday passengers line in Simi Valley. The destination for 46% of the passengers surveyed was Moorpark. Sixty percent of our riders are regulars on Facebook and 20% are regular uses of Twitter.

Passenger Comments

Aside from compliments, a number of passengers requested later service, Sunday service, better on-time performance and more frequent buses during the day.

COASTAL EXPRESS (226 Surveys)

Weekday Riders

Coastal Express passengers are complimentary of the service and ride regularly. Overall satisfaction was better than 90% for both weekdays and weekends, and our drivers received 99%+ ratings for both services. Seventy five percent of weekday riders use the bus four or more days a week and an additional 14% ride 2 to 4 days a week.

As expected, the largest number of weekday passengers (84%) uses the Coastal Express to go to work. Trips for school scored second at 5%. Passengers who live in Ventura, Oxnard and Heritage Valley predominate (46%, 19% and 17% respectively).

Riders would use the bus more often if there were more frequent buses (40%), more commute hours Express Service 20% and fewer stops along the way 16% later. Sixty six percent of the passengers surveyed indicated they do have a car available to make their trip.

Weekend

The most popular for taking the weekend Coastal Express continues to be travel to work (27%), followed by personal business (22%). Passengers would use the service more often if there were more frequent buses (35%) or Service One Hour Later in the Day (14%).

Passenger Comments

Aside from compliments, a number of passengers requested a service extension to Oxnard. Several also sought rush hour buses, particularly express buses and on time performance.

CSUCI (65 Surveys)

Due to the time of year we surveyed we did not receive the volume of responses that we usually do. As with the other routes, passengers on the two CSUCI routes were very complimentary about the VISTA buses, overall service and drivers. Ninety percent or more rated the bus condition satisfactory to excellent, and over 96% rated the drivers satisfactory to excellent for both weekday and weekend service.

CSUCI-Camarillo Metrolink

Survey responses indicate that the percentage of weekday riders using the bus to get to work has risen to 33%, while 65% were traveling to school. 20 percent of passengers indicated that they live on the CSUCI campus, while 60% report living in Camarillo.

Fifty seven percent of weekday passengers report that they would use the service more frequently, if there were More Frequent Buses.

CSUCI- Oxnard C Street

Eighty three percent of weekday riders on this bus were traveling to school and 27% for work. 70% of the passengers surveyed do not have a vehicle available.

Sixty percent of weekday passengers and 10% of Saturday passengers indicated that they would ride the route more often if more buses were running.

One hundred percent of passengers on both Saturday and weekdays expressed satisfaction with Overall Service, Drivers and Buses.

Passenger Comments

After compliments for the service and drivers, the next most common comments were requests for Sunday service and later service on the CSUCI weekday routes.

OVERALL THEMES AND AREAS FOR ADDITIONAL CONSIDERATION

Results of the surveys and comments received generally support the approach we have been taking to inter-city transit service. As in past years a substantial percentage of passengers on most routes indicate some desire for additional service, usually more frequent service or service in the evening hours.

There is a great deal of data in the survey results for consideration by the VISTA Committees. We will discuss this data, together with pertinent information about ridership and other service indicators with the Committees and keep the Commission apprised of their recommendations.

Copies of the detailed survey reports are available upon request.



Item #9L

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: LEGISLATIVE UPDATE AND MATRIX

RECOMMENDATION:

- Receive and file legislative report and matrix.

BACKGROUND:

Federal Issues

On May 12th, Senators John Kerry (D-MA) and Joseph Lieberman (I-CT) released their draft climate change and energy legislation, entitled the American Power Act (APA). The bill would require oil companies to purchase carbon dioxide emissions credits, expected to raise up to \$19.5 billion per year according to an analysis by the American Public Transportation Association (APTA). A maximum of \$6.25 billion of that amount per year would be provided for transportation investments, including \$2.5 billion per year for the Highway Trust Fund, \$1.875 billion per year for discretionary projects selected through the process established by the Transportation Investment Generating Economic Recovery (TIGER) program, and \$1.875 billion for state and local investments in transportation greenhouse gas reduction programs. The bill would also require states and regions to evaluate carbon dioxide emissions and set reduction targets when developing transportation plans, and would set aside \$188 million per year for transportation planning activities of states and Metropolitan Planning Organizations.

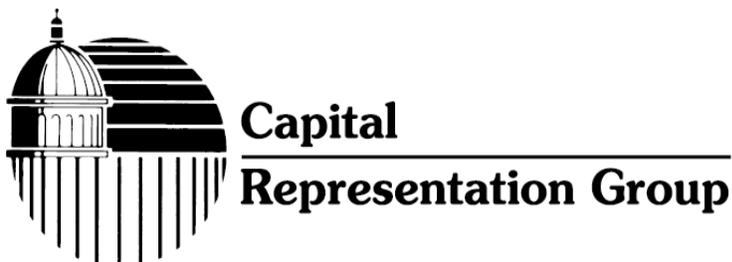
A coalition of 27 transportation organizations including APTA, the American Association of State Highway and Transportation Officials (AASHTO), the Association of Metropolitan Planning Organizations (AMPO), and the Association for Commuter Transportation (ACT) has submitted a letter advocating that all of the revenue from new fees on motor fuels go to the transportation sector and be invested in a new multi-year transportation authorization. They expressed concern that the proposed emission credit program would function similarly to a fuel tax, being paid by consumers at the pump, and therefore the funds should be used for transportation projects as with the existing fuel tax. The coalition has also expressed concern that the amount of transportation funds provided by the bill would not provide a sufficient revenue increase for the upcoming transportation authorization.

At the last meeting it was reported that staff was discussing a possible application for Port of Hueneme access improvements to receive federal discretionary funds under the TIGER II program. Based on these discussions it was determined that there is no project that will be ready-to-go in time for TIGER II, so staff does not expect to be submitting any application to the U.S. Department of Transportation.

State Issues

The monthly report from Tim Egan, the Commission's Sacramento representative, is an attachment to this item. The report summarizes the Administration's proposed May Budget Revision, which appears to have little impact on transportation funding. One item not mentioned is that the May Revision proposes to eliminate the Friday furloughs for state employees, and instead institute a combination of a pay cut and one unpaid day of leave per month, with the net result that employees will receive approximately the same pay as they are currently receiving.

The attached table shows the status of the one bill being tracked at this time, SB 1445 (DeSaulnier).



May 24, 2010

To: Ventura County Transportation Commission
Darren Kettle
Peter DeHaan

Subject: STATE LEGISLATIVE REPORT

STATE BUDGET

Earlier this month the Governor released his May Revision to the proposed 2010-11 State Budget. The budget package proposes \$19.1 billion of solutions – to close the \$17.9 billion projected shortfall and leave the General Fund with a \$1.2 billion reserve. Program spending reductions make up two-thirds of the solutions proposed by the Governor. Borrowing and fund shifts total about 10 percent of the Governor's solutions, with new revenues accounting for approximately 5 percent of the Governor's package. The May Revision includes some major spending reductions that were not included in the Governor's base budget submitted in January. These include, eliminating the California Work Opportunity and Responsibility to Kids (CalWORKS) program, which provides cash grants and welfare-to-work services to over 1 million Californians. The Governor also proposes to eliminate state funding for need-based mental health subsidized services for child care. The Chief Legislative Analyst has opined that even if the Legislature adopted all of the Governor's May Revision proposals and achieved the full estimated savings, the state would still be left with a multi-billion dollar (between \$4 to \$7 billion) annual operating shortfall. The last decade has provided for some of the most challenging budget situations – including last year's plan addressing some \$60 billion in solutions. Yet almost everyone is predicting that this year's budget situation may prove to be the most difficult to solve.

Specifically as it relates to transportation, the Governor's proposal would:

- Borrow \$650 million from the Highway Users Tax Account (HUTA) to be repaid by June 30, 2013. These funds were generated by the gas/sales tax swap enacted earlier this year and had not yet been earmarked between the STIP, SHOPP and cities/counties.
- Extends the date for repayment of previous loans from the State Highway Account to the General Fund from June, 2011 to June 2012. This should have no immediate impact on projects for 2010 and possibly 2011.
- As part of the gas/sales tax swap, public transportation received \$400 million appropriation to the State Transit Assistance program from the balance frozen in the Public Transportation Account as a result of the Shaw v. Chiang lawsuit. The intercity rail program is expected to receive approximately \$129 million for this budget year and next, and beginning in FY 2011-12, local transit will receive \$348 million as a result of the 75 percent allocated to the STA program from the sales tax on diesel. The May Revision proposes to transfer \$72 million in Non-Article XIX funds that have accumulated for FY 2010-11 from the Motor Vehicle Account to the General Fund – this should not have any impact on funding for intercity rail program.

- The May Revision proposes a \$350 million appropriation for transit capital projects from the Public Transportation Modernization Improvement and Service Enhancement Program (PTMISEA) and \$101.3 million for the Transit System Security Safety and Disaster Response Account (TSSSDRA). On May 13th, the Senate Budget Subcommittee on Resources, Environmental Protection, Energy & Transportation approved an accelerated appropriation of \$1.15 billion in Prop 1B bonds for a total of \$1.5 billion possibly available for PTMISEA allocations for FY 2010-11, but incorporate three years of project expenditures. The Assembly has not yet considered or acted on a similar increase but may do so within the next couple of weeks.

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY May 21, 2010			
BILL/AUTHOR	SUBJECT	POSITION	STATUS
SB 1445 DeSaulnier	Assesses a \$1 vehicle registration fee to support development of the Sustainable Communities Strategy required by SB 375.	Watch	Passed Senate Appropriations Committee 6 - 2. To full Senate.



Item #9M

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MYRA MONTEJANO, TRANSIT SPECIALIST
SUBJECT: VISTA FY 2010/2011 COOPERATIVE AGREEMENT- CSUCI

RECOMMENDATION:

- Approve the FY 2010/2011 Cooperative Agreement for bus service to California State University Channel Islands (CSUCI)

BACKGROUND:

For the past eleven years, VISTA has operated shuttle buses from the Camarillo Metrolink Station to CSUCI and from Oxnard "C" Street to CSUCI. During the first three years, the service qualified as a CMAQ (Congestion Management and Air Quality) Demonstration Program and, as such, received federal funding for 80% of the total cost. Subsequently, the route became a regular VISTA service beginning in 2002-03. As a regular service, FTA will reimburse 80% of capital costs only. For 2010-11 these FTA funds will amount to approximately \$370,000.

The attached agreement with CSUCI provides that the University reimburse the remaining costs (20% of capital plus 100% of operating costs, as well as VCTC's administrative expenses, less net credits) which total \$435,507.

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

**AMENDMENT ELEVEN TO
COOPERATIVE AGREEMENT**

**BETWEEN
TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY
ON BEHALF OF CALIFORNIA STATE UNIVERSITY
CHANNEL ISLANDS**

AND

THE VENTURA COUNTY TRANSPORTATION COMMISSION

FOR THE REVISED TERM APRIL 1, 1999 - JUNE 30, 2011

This eleventh amendment to the COOPERATIVE AGREEMENT is entered into by and between the Trustees of the California State University, on behalf of California State University Channel Islands, hereinafter referred to as CAMPUS or CSUCI, and the Ventura County Transportation Commission, hereinafter referred to as VCTC, for fiscal year 2010/2011 and is based on the following facts which are material to its execution by the parties:

- I. As a part of its certification of the Environmental Impact Report for the development, the CAMPUS agreed to develop an alternative transportation system to move employees and students at CSUCI to and from the campus. This provision was designed to reduce the negative impacts of increased traffic from development of CSUCI and promote improved air quality;
- II. As a central element in the development of a "Green Campus" university dedicated to the enhancement of the environment in Ventura County, shuttle bus service has been implemented at key transfer points to increase transportation alternatives available to students, staff members and visitors to and from the CAMPUS. The objectives are to reduce traffic congestion, protect air quality, mitigate noise and protect agriculture;
- III. For the first three years (August 1999 through June 2002) VCTC provided a grant of federal Congestion Management and Air Quality (CMAQ) Funds to the CAMPUS for the development and operation of a shuttle bus system. The CMAQ Grant was managed by VCTC on behalf of the Trustees of the California State University.

- IV. The CMAQ program provides funds for a maximum of three years, which is considered a “demonstration period.” The demonstration period ended in August 2002. Therefore, the CAMPUS shuttle bus service no longer qualifies for CMAQ funds but does qualify for partial funding from the Federal Transportation Administration (FTA). During the following years; FY 2002-2003 through 2008-09, VCTC obtained FTA funds to pay for approximately half the total cost of operating CAMPUS shuttle bus service.
- V. It is expected that FTA funds, obtained by VCTC on behalf of the CAMPUS, will total approximately \$369,800 for FY 2010-2011.
- VI. VCTC and CSUCI agree to work together to develop a plan which will enhance revenue through increased ridership resulting in a self-sustaining shuttle bus service. CAMPUS recognizes that it may need to subsidize the shuttle bus pass for the students, faculty, and staff.

NOW, THEREFORE, in consideration for the foregoing material facts and other consideration by and between the parties, CSUCI and VCTC agree as follows:

- A. During the period from July 1, 2010 through June 30, 2011, CSUCI shall provide \$435,507 to VCTC to maintain, operate, and manage the CAMPUS shuttle bus system. This amount consists of the Trustees of the California State University local matching cost, which, together with FTA payments and accrued CSUCI credit, will provide full funding for this bus service and VCTC administrative and other operating costs. The amount of \$435,507 shall be due and payable during 2010-11 according to the following schedule:

Due Sept 30, 2010	\$ 108,876.00
Due Nov 30, 2010	\$ 108,876.00
Due Jan 31, 2011	\$ 108,876.00
Due April 30, 2011	\$ 108,879.00

- B. VCTC will continue to provide to CSUCI a variety of analytical, technical and management services designed to facilitate the operation of the system from designated points in Oxnard and Camarillo to the CAMPUS for use by students, employees and visitors. The specific services to be provided by VCTC to CSUCI are as follows:
 - 1. Management and coordination of all CAMPUS shuttle bus service and park and ride locations throughout FY 2010-2011.

2. Continued identification of future CAMPUS shuttle bus service route expansions, service adjustments and/or additional park and ride locations with a focus toward promoting and advancing the CSUCI "Green Campus" concept.
3. Provide analytical and technical expertise in support of the CSUCI Transit Twenty Year Plan.
4. Maintain CAMPUS ridership data and trends.
5. Facilitate access to CAMPUS shuttle bus service during special events at the CAMPUS.

THIS AGREEMENT HAS BEEN EXECUTED AS OF JULY 1, 2010 AT CAMARILLO, CALIFORNIA.

ATTEST:

TRUSTEES OF THE CALIFORNIA STATE UNIVERSITY

**RICHARD R. RUSH, PRESIDENT
CSU CHANNEL ISLANDS**

VENTURA COUNTY TRANSPORTATION COMMISSION

DENNIS GILLETTE, CHAIR



Item #9N

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
SUBJECT: CASH MANAGEMENT DUE TO THE DELAY IN THE FEDERAL TRANSIT ADMINISTRATION (FTA) GRANT APPROVAL

RECOMMENDATION:

- Authorize the Executive Director to utilize Service Authority for Freeway Emergencies (SAFE) funds to bridge gaps in FTA funding on an as needed temporary basis.

BACKGROUND:

Although VCTC is in the practice of pre-programming most of its Federal Transit Administration (FTA) funded tasks one year in advance to minimize cash flow issues, not all of the FTA funded projects can be preprogrammed. These funds require VCTC to wait for reimbursement until the current year grant is approved.

Staff is anticipating that the Fiscal Year 2009/2010 grant will be delayed until July due to the late Federal Transportation Act extension. The delay of the FTA grant approval (and availability of funds) has a direct adverse impact on VCTC's cash flow.

The cash demands are expected to increase as year-end invoices are turned in for payment and reimbursements from the State are slowed due to budget and furlough issues creating additional cash flow issues. It is therefore recommended that the Commission authorize the Executive Director to utilize SAFE funds to bridge gaps in FTA funding on an as needed, temporary basis. SAFE funds will be returned upon grant approval and fund availability.

The SAFE fund balance is \$2.8 million and is sufficient to facilitate this cash flow arrangement.



Item #90

June 4, 2010

To: VENTURA COUNTY TRANSPORTATION COMMISSION

From: MITCHEL B. KAHN, GENERAL COUNSEL

Subject: LATE CLAIM FOR DAMAGES FILED BY ALFRED BESERRA AND TERESA BESERRA, INDIVIDUALLY AND AS TRUSTEES OF THE RAMON M. BECERRA AND TRINIDAD C. BECERRA LIVING TRUST U/D/T/ MAY 12, 1991; AND CALIFORNIA WATERCRESS, INC.

RECOMMENDATION:

- The claim should be denied as late, pursuant to Government Code section 911.3. There are potential remedies the claimants may pursue, if they choose.

BACKGROUND:

Various entities, all affiliated with Griffin Industries received the necessary entitlements from the City of Fillmore and other relevant agencies to develop Heritage Valley Parks residential project on the eastern side of the City, between Highway 126 and the Santa Clara River. The project was to be constructed in three phases. The first phase has been completed and most, if not all, the residential units have been sold to the general public. The remaining two phases have not yet been constructed.

As part of the first phase of the development, it was necessary for the raising and realignment of a portion of the Santa Paula Branch Line railroad tracks. VCTC staff did authorize the work by means of a "Contractor's Right of Entry" agreement issued to Griffin Industries for the period December 13, 2004 to March 1, 2005 containing both insurance and indemnification provisions. It should be noted that Griffin Industries conveyed the project to another developer and has filed or soon will for bankruptcy protection.

Apparently, the claimants operate a watercress farm below and adjacent to the Heritage Village Parks project. The realignment of the railroad tracks has allegedly affected the access to their farm property as well as reduced the irrigation water provided through a combination of runoff from the higher lying land and from the adjacent Fish Hatchery.

By a letter dated October 20, 2009, the claimants' attorney, James Allen, wrote a letter generally complaining about the situation and demanding redress. On behalf of VCTC and pursuant to the provisions of the Tort Claims Act, I returned the letter to Mr. Allen on October 30, 2009, noting that it was insufficient to constitute a claim and setting out the applicable Government Code sections. From that time until May 7, 2010, we heard nothing further from the claimants.

On May 7, 2010, a document arrived at VCTC offices from Mr. Allen, entitled "Claim For Damages." It conveniently omits the date or dates of the occurrence complained about. At the very least it has been more than 6 months since VCTC's receipt of the October 20, 2009 letter.

FURTHER INFORMATION:

Notwithstanding the above information, on May 14, 2010, VCTC was served with a Complaint and Lis Pendens filed May 13, 2010 by the claimants. That Complaint has been referred to VCTC insurers for their evaluation and handling.

I will keep you advised of further activities in this matter.



Item #9P

June 4, 2010

TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: MYRA MONTEJANO, TRANSIT SPECIALIST
VICTOR KAMHI, BUS TRANSIT DIRECTOR**

SUBJECT: RIDERSHIP GRAPHS AND SERVICE INDICATORS FOR 2008-2009 AND FIRST HALF 2009-10

RECOMMENDATION:

- Receive the report on VISTA ridership and service indicators

DISCUSSION:

Attached for the Committee's information are ridership graphs for the last three years, plus operating statistics for F/Y 08/09 and the first half of 09/10.

HWY 101

As shown by the following graphs and tables, ridership on the Hwy. 101 Route decreased during the first two quarters of the year by approximately 10%, after the largest increase in its history in the proceeding year, more than 35%. In addition to being impacted by the decrease in gasoline costs and weak job market, the service is interlined with the Conejo Connection, which had a 25% fare increase this fiscal year. The rider surveys indicated that unlike the Coastal Express, passengers on the Conejo Connection were likely to drive if fares were increased, and the data indicates that this occurred, with ridership on the Conejo Connection falling from 23,479 to 18,976 for the first half of the fiscal year. Ridership fell beginning in the July of 09 and began recovering in the 3rd quarter of 2009-10, posting rider levels greater than the proceeding two years.

Comparison of First Half Revenues and Costs, 101 Route

	<u>First Half 08/09</u>	<u>First Half of 09-10</u>	<u>% Change</u>
Revenue	\$ 58,431	\$ 52,145	- 10.76%
Adjusted Op Cost*	\$ 183,972	\$ 183,868	- 0.06%
Total Cost of Service	\$ 354,078	\$ 363,271	+ 2.60%
Farebox Ratio**	31.8%	28.4%	

HWY 126

As shown by the following graphs and tables, ridership on the Hwy. 126 Route went from 103,757 to 104,226, an increase .5% during the first two quarters of 2009-10, compared to the same period in 2008-09. At the same time, fare revenue was up over 3.6% and operating cost decreased by about 2%. As a result, farebox recovery increased from 45.6% to 48.1%. (As required by the cooperative agreement, the additional revenues will be returned to the participating agencies.)

Ridership has increased slowly, however, in the economic downturn this has been a common occurrence. The increase in fares revenue is likely due to the increased use of cash fares.

Comparison of First Half Revenues and Costs, 126 Route

	<u>First Half 08-09</u>	<u>First Half 09-10</u>	<u>% Change</u>
Revenue	\$ 91,151	\$ 94,438	+ 3.6%
Total Cost	\$ 385,022	\$ 387,924	+ 0.75%
Adjusted Op Cost*	\$ 200,050	\$ 196,050	- 2.0%
Farebox Ratio**	45.6%	48.1%	

Service on DAR was back up to the budget level, after having been lower than budgeted during the preceding year. FATCO has been able to provide an efficient level of service, with the Fillmore DAR providing over 6.78 trips per service hour and increasing ridership by a little over 2.2%, from 52,509 to 54,990 passengers. Fare box revenue on the Fillmore DAR dropped by almost 2.7%. This change was reflected by a higher proportion of Fillmore DAR riders using the GoVentura pass, although the ratio of cash fares to pass users is still lower in Fillmore than in Santa Paula.

Service on the Santa Paula DAR also continued to grow, increasing from 48,022 passengers to 49,086 passengers in the first half of 2009-10. Efficiency remained high for the Santa Paula DAR at 5.84 passenger trips per hour. Ridership increased by 2.22% and revenues increased by 1.94%.

Comparison of First Half Revenues and Costs, Santa Paula DAR

	<u>First Half 08-09</u>	<u>First Half 09-10</u>	<u>% Change</u>
Revenue	\$ 33,300	\$ 33,947	+ 1.94 %
Total Cost	\$ 486,404	\$ 557,031	+14.52%
Adjusted Op Cost*	\$ 254,091	\$ 286,502	+12.76%
Farebox Ratio**	13.1%	11.85%	

Comparison of First Half Revenues and Costs, Fillmore DAR

	<u>First Half 08-09</u>	<u>First Half 09-10</u>	<u>% Change</u>
Revenue	\$ 41,495	\$ 40,378	- 2.69%
Total cost	\$ 490,690	\$ 561,877	+14.51%
Adjusted Op Cost*	\$ 256,330	\$ 288,995	+12.74%
Farebox Ratio**	16.2%	13.97%	

East County

As shown by the following graphs and tables, ridership on the East Route increased from 34,520 to 38,867 in 2009, almost 13% during the first half of 2009-10, compared to the same period in 2008-09. At the same time fare revenue was up by 24% and operating cost increased at a rate of 3.41%. As a result, the farebox recovery ratio improved.

We attribute the increased ridership to the route restructuring which has occurred this year. The service dropped several non-productive stops on select trips, moved the Moorpark Metrolink stop from inside the parking lot to High Street, and extended service to the Farmers insurance/Park-and-Ride in Simi Valley and the Conejo Industrial Park/Amgen/Atherton-Blue Cross site. Even at a time of relative flat gasoline costs and declining employment, the route has had significant increase in ridership and revenues.

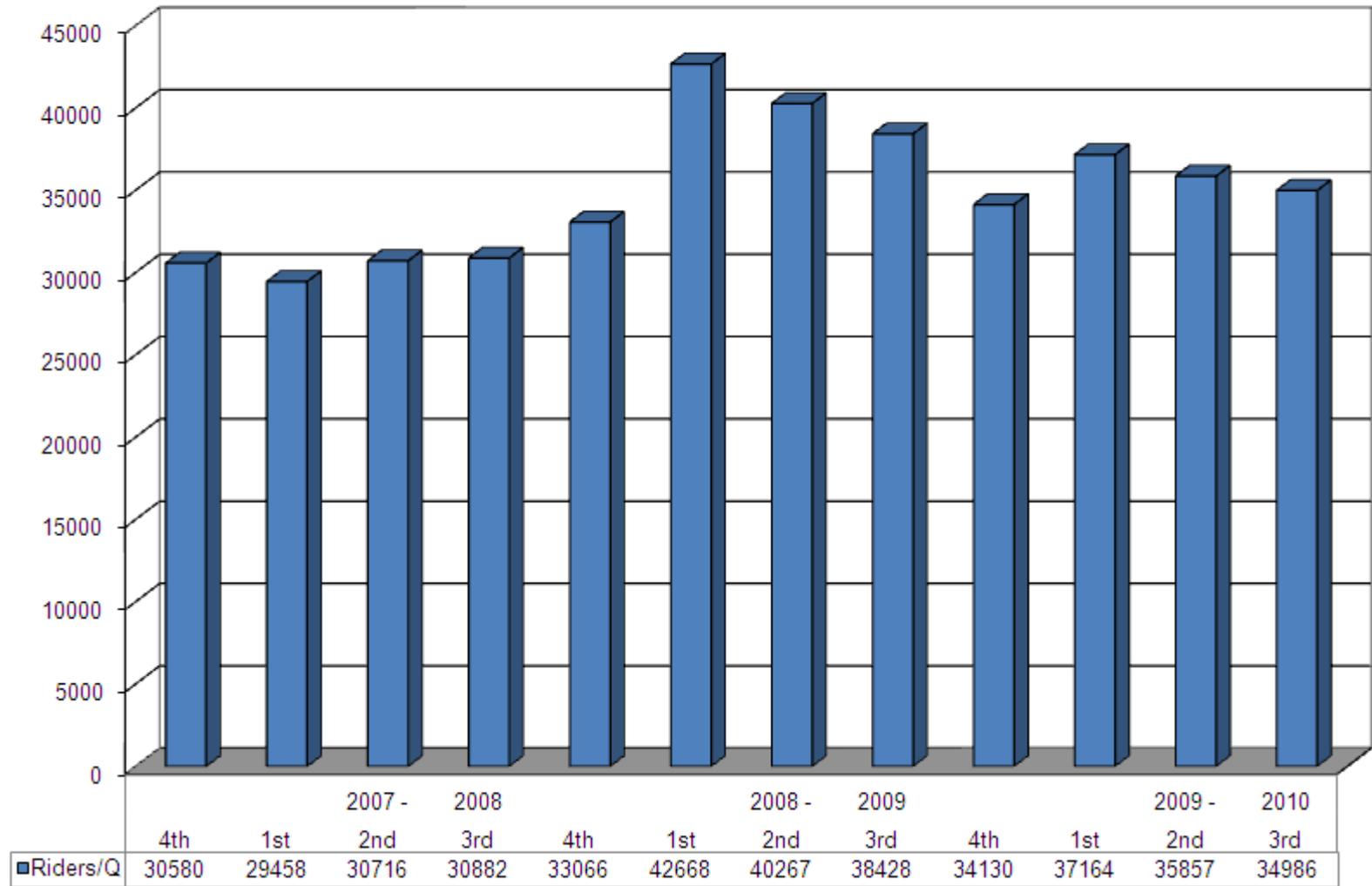
Comparison of First Half Revenues and Costs, East Route

	<u>First Half 08-09</u>	<u>First Half 09-10</u>	<u>% Change</u>
Revenue	\$ 37,435	\$ 41,512	+ 23.9%
Total Cost	\$ 303,093	\$ 313,419	+ 3.41%
Adjusted Op Cost*	\$ 157,481	\$ 158,636	+ 0.73%
Farebox Ratio**	23.78%	26.17%	

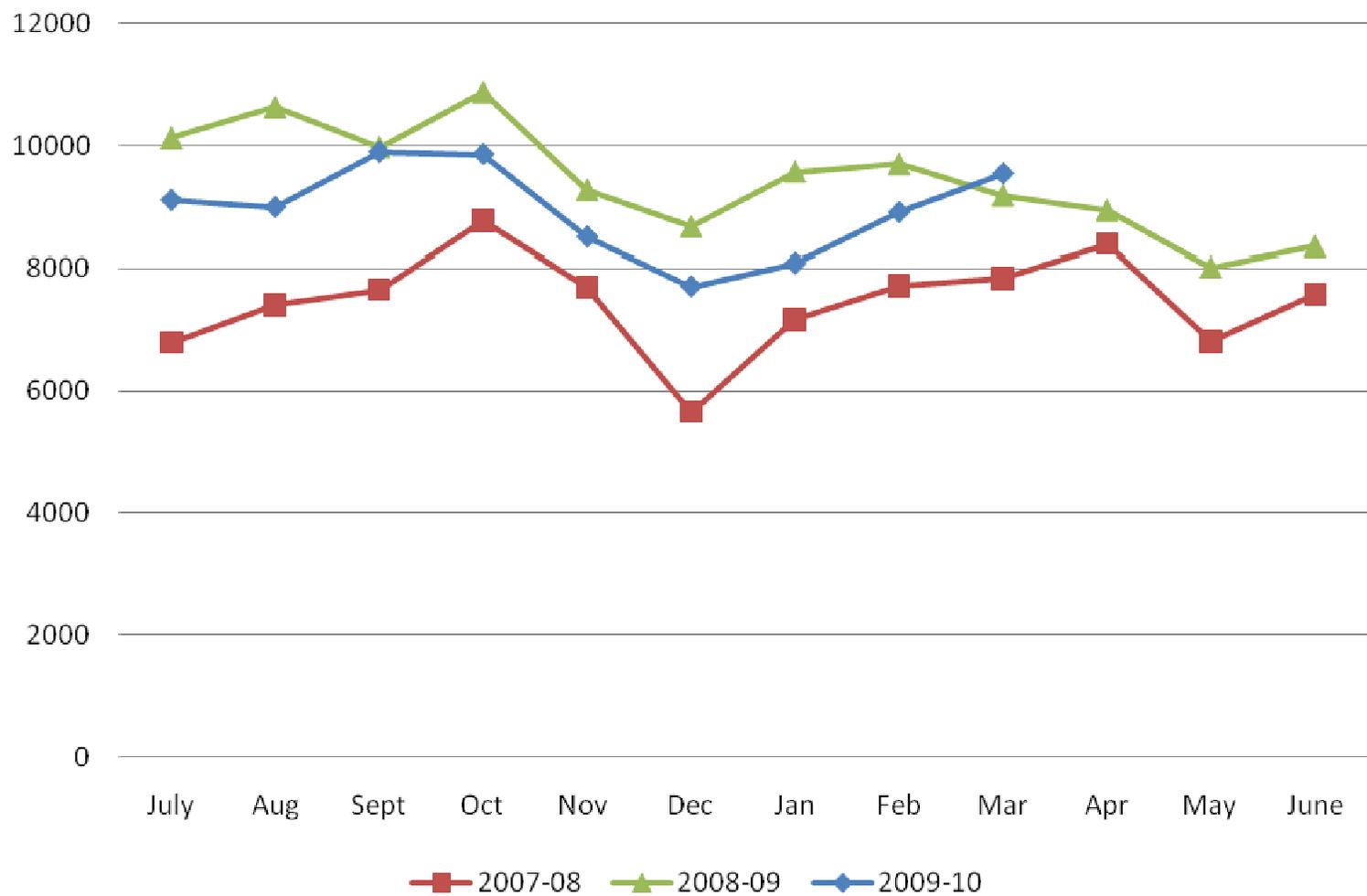
* Adjusted Op Cost is Operating Cost plus preventative maintenance portion of Capital Lease.

**Farebox Ratio is Revenue divided by Adjusted Op Cost.

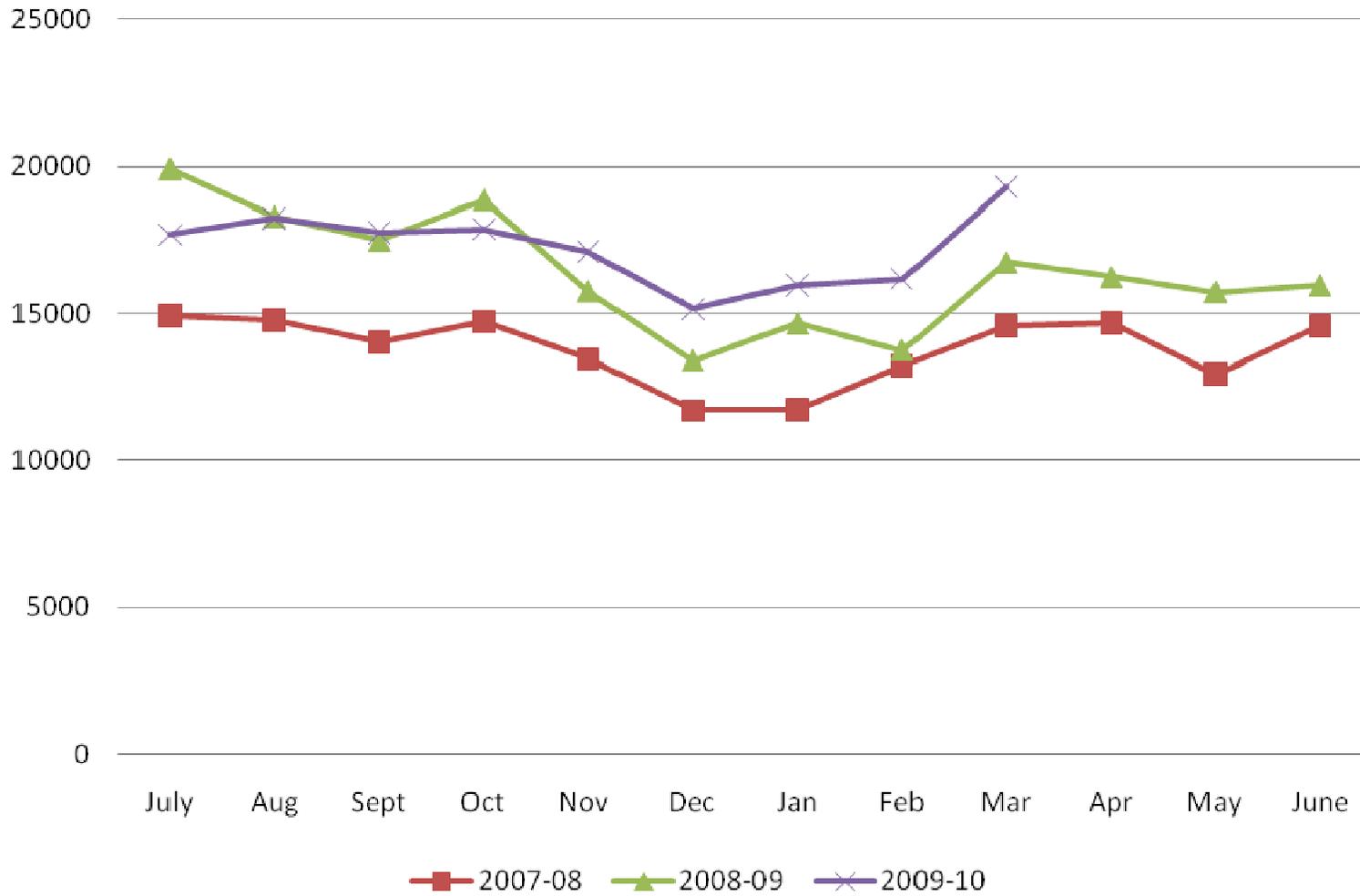
101 PLUS CONEJO THREE YEARS THRU 3rd Q 09-10



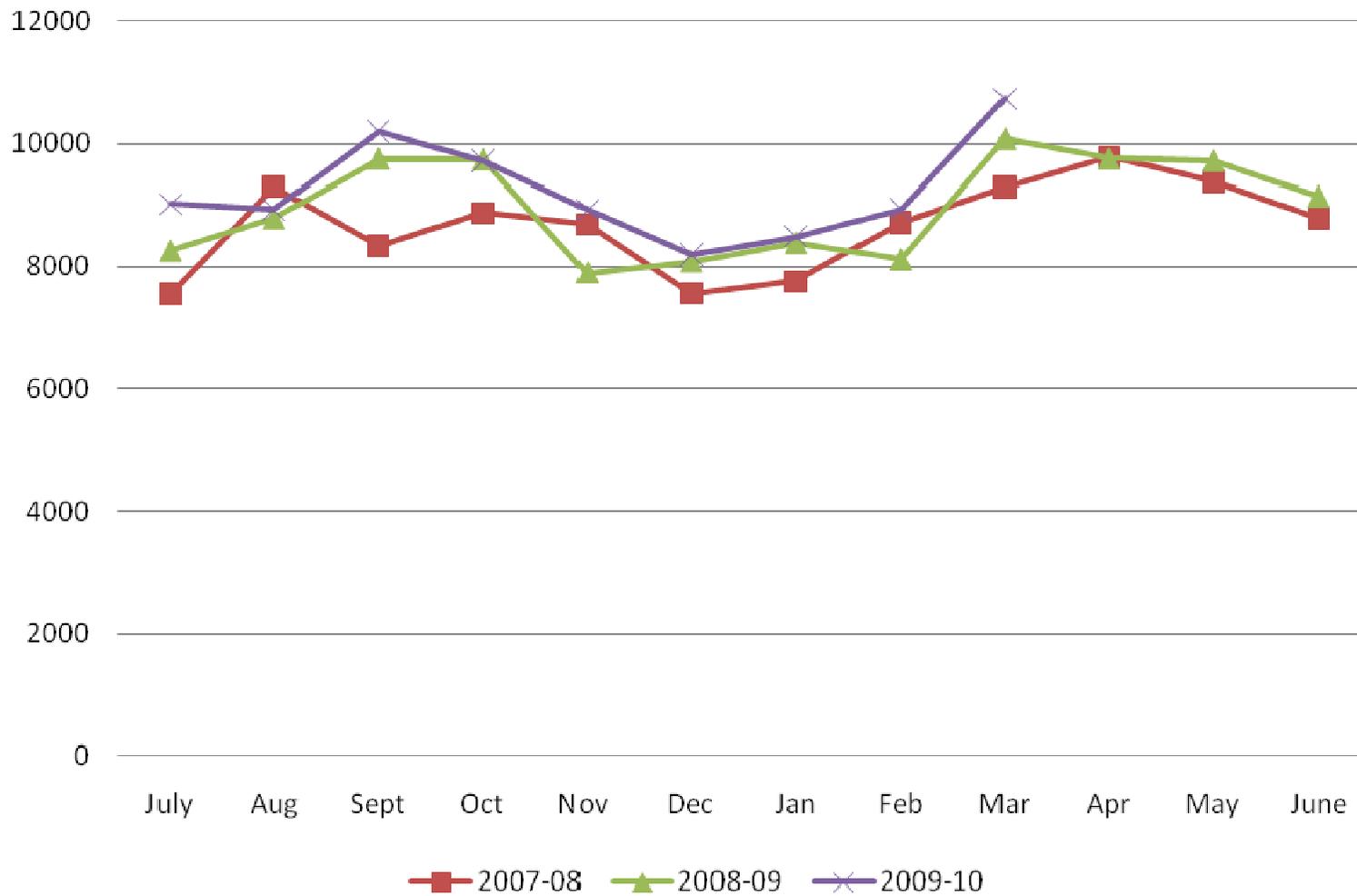
VISTA Hwy 101 Ridership by Month



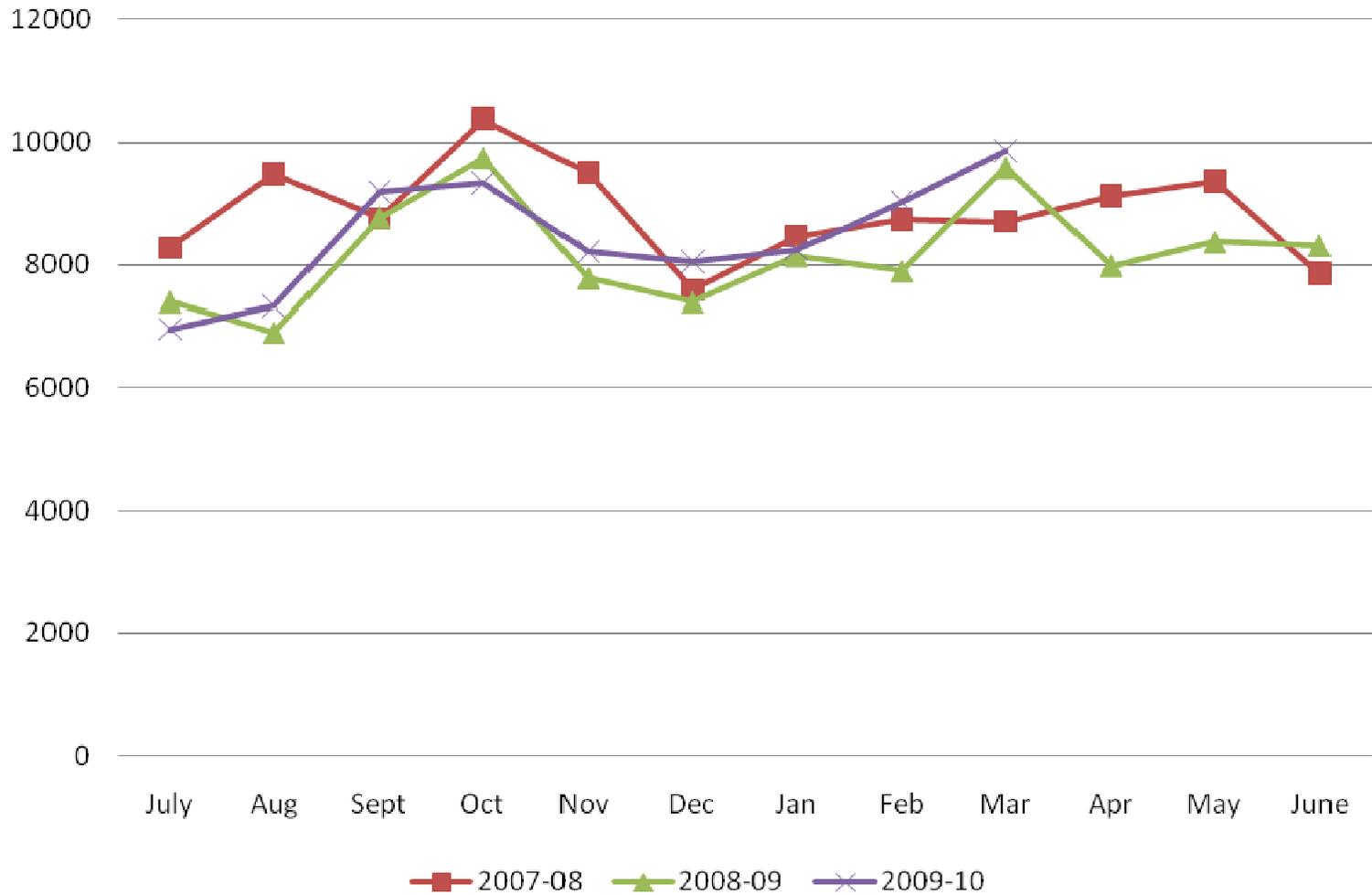
VISTA HWY 126 Ridership by Month



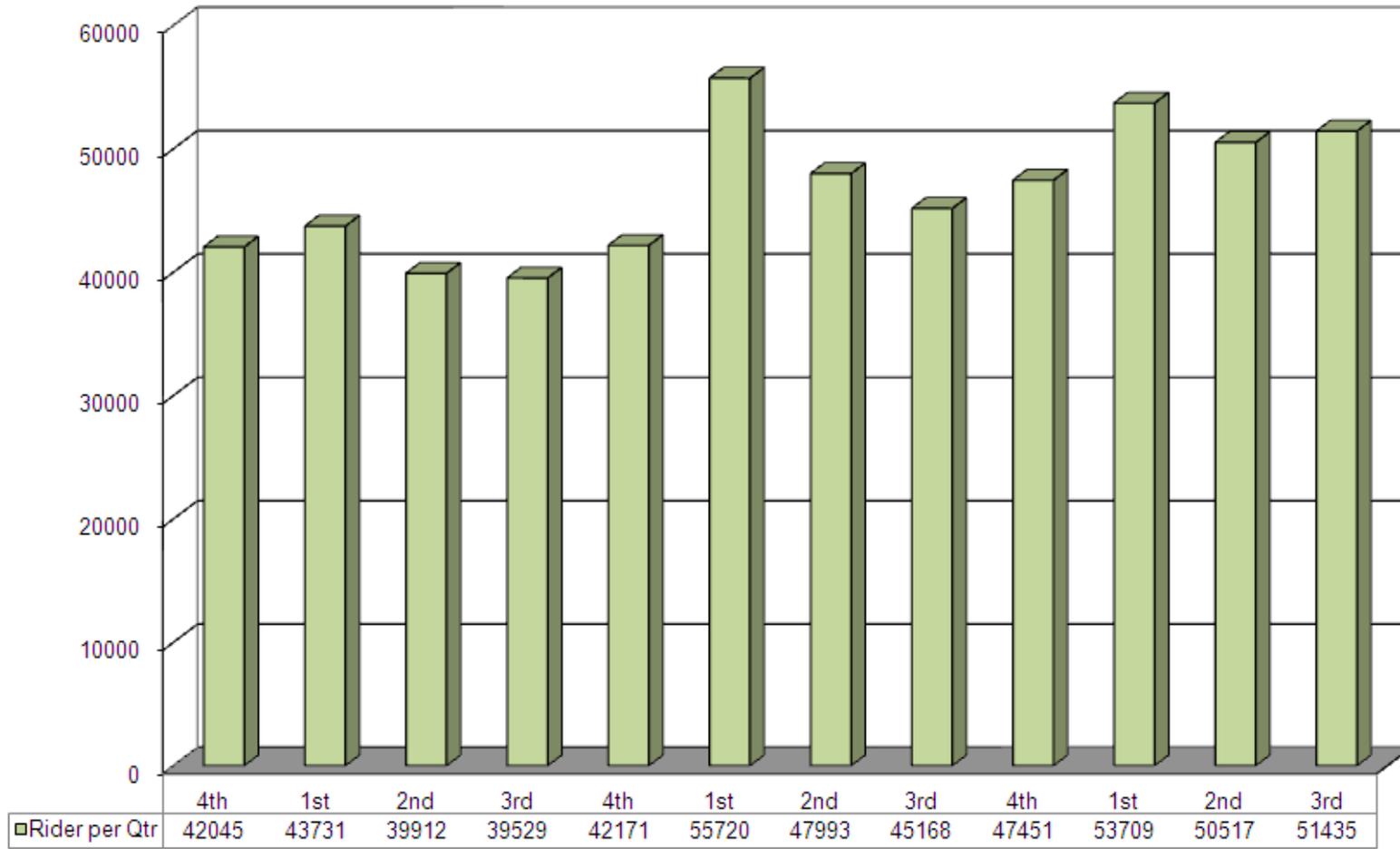
FILLMORE DAR Ridership by Month



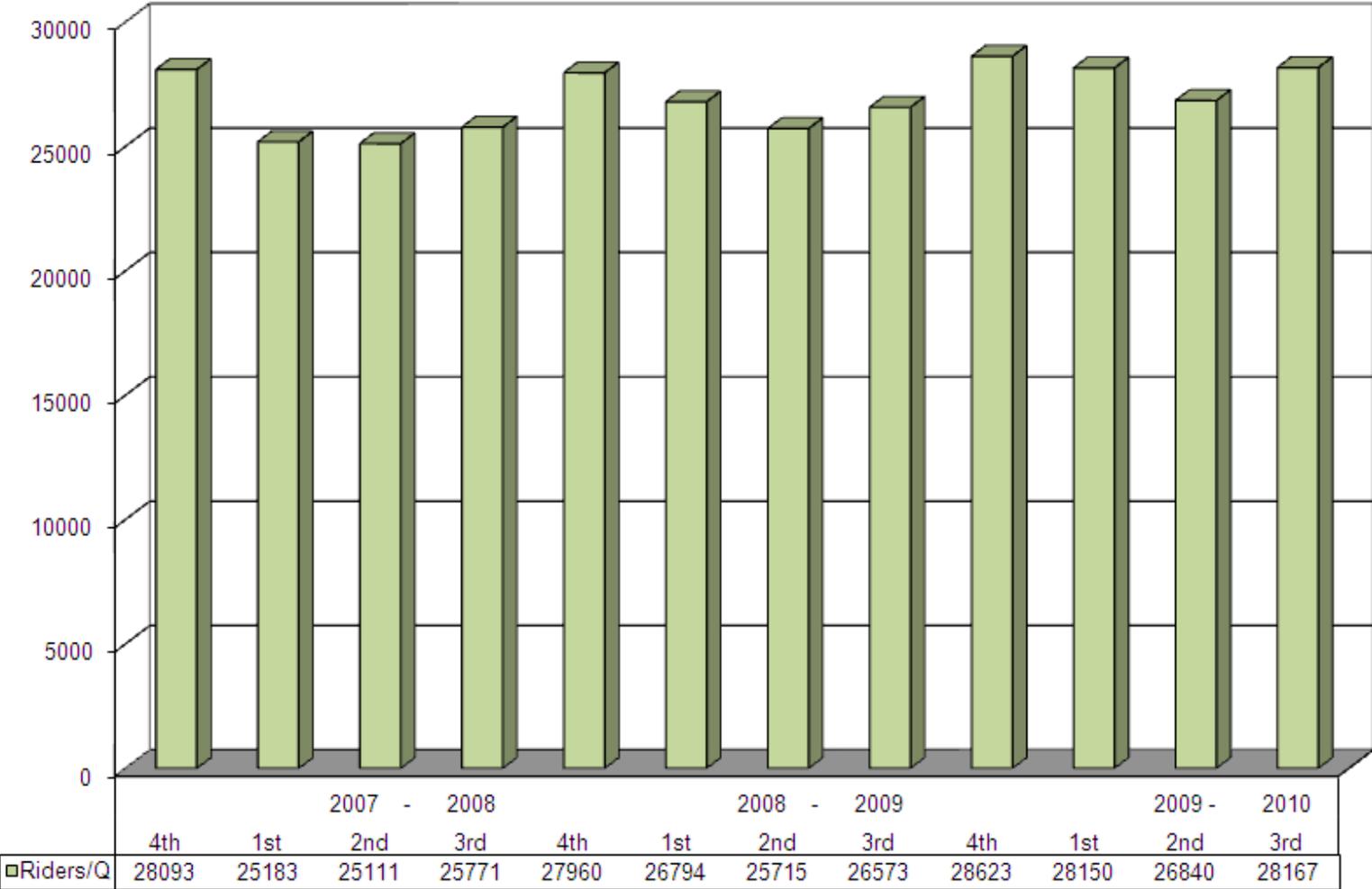
SANTA PAULA DAR Ridership by Month



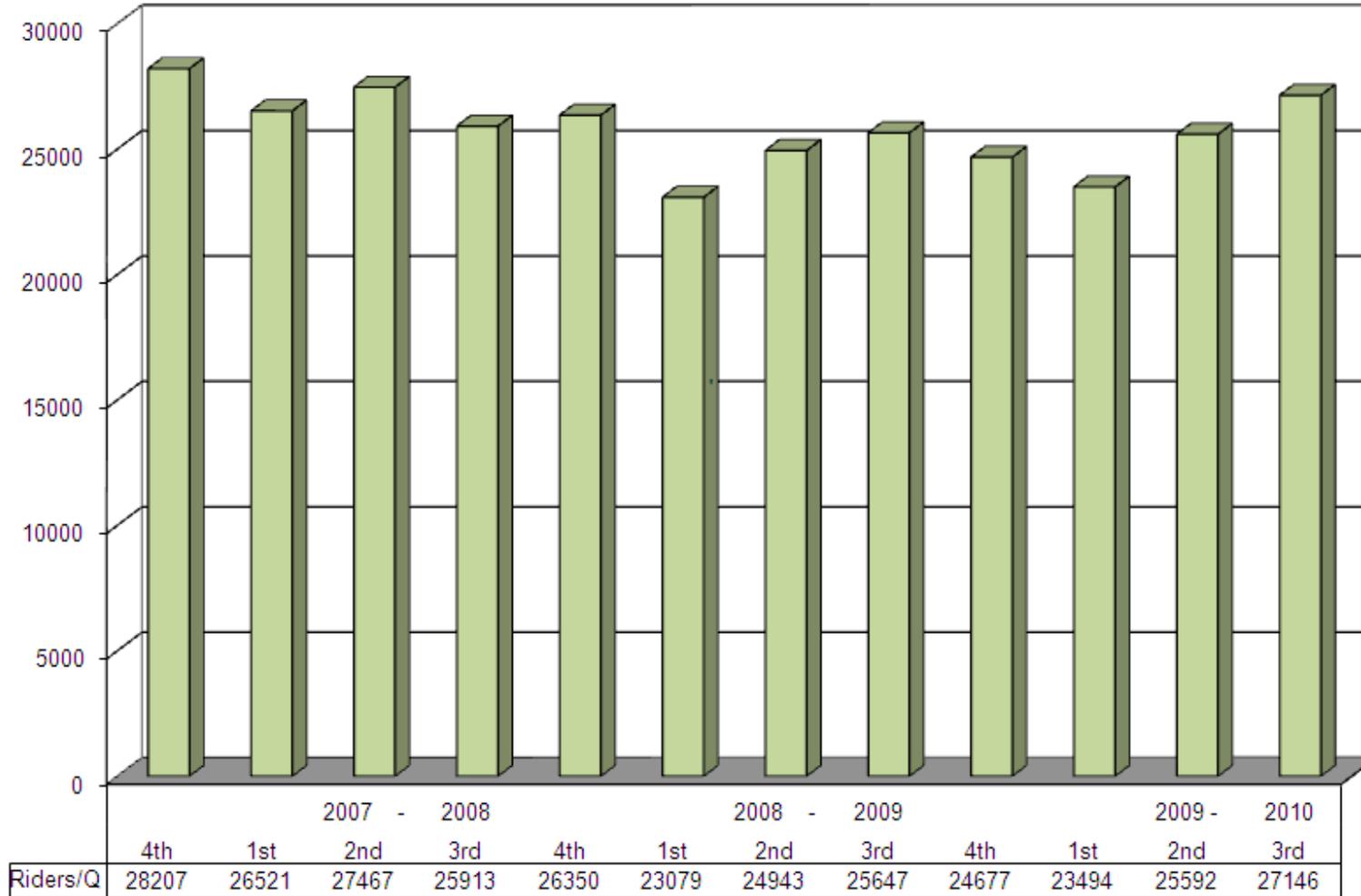
VISTA 126 THREE YEARS THRU 3rd Q 09-10



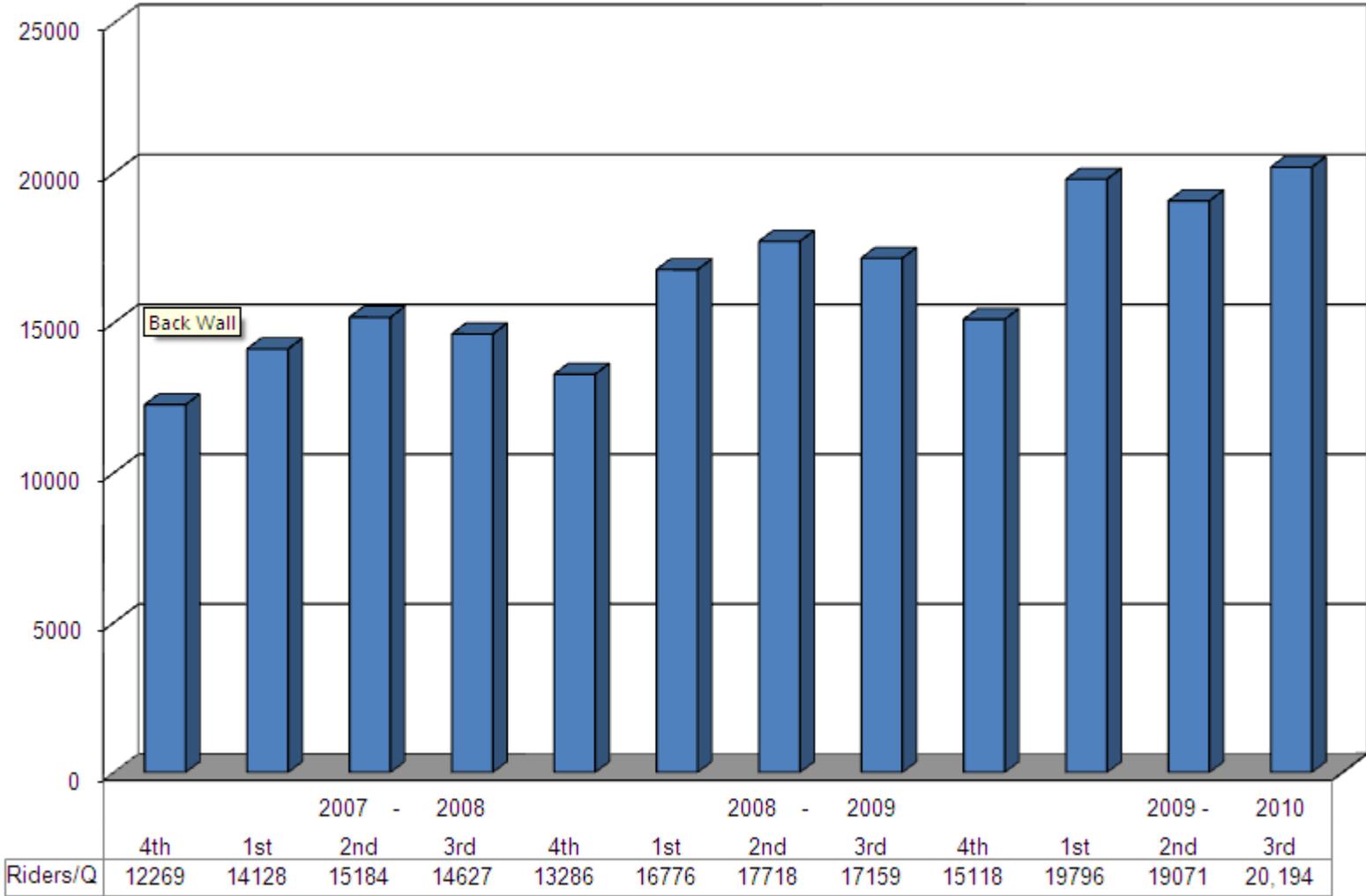
FILLMORE DAR THREE YEARS THRU 3rd Q 09-10



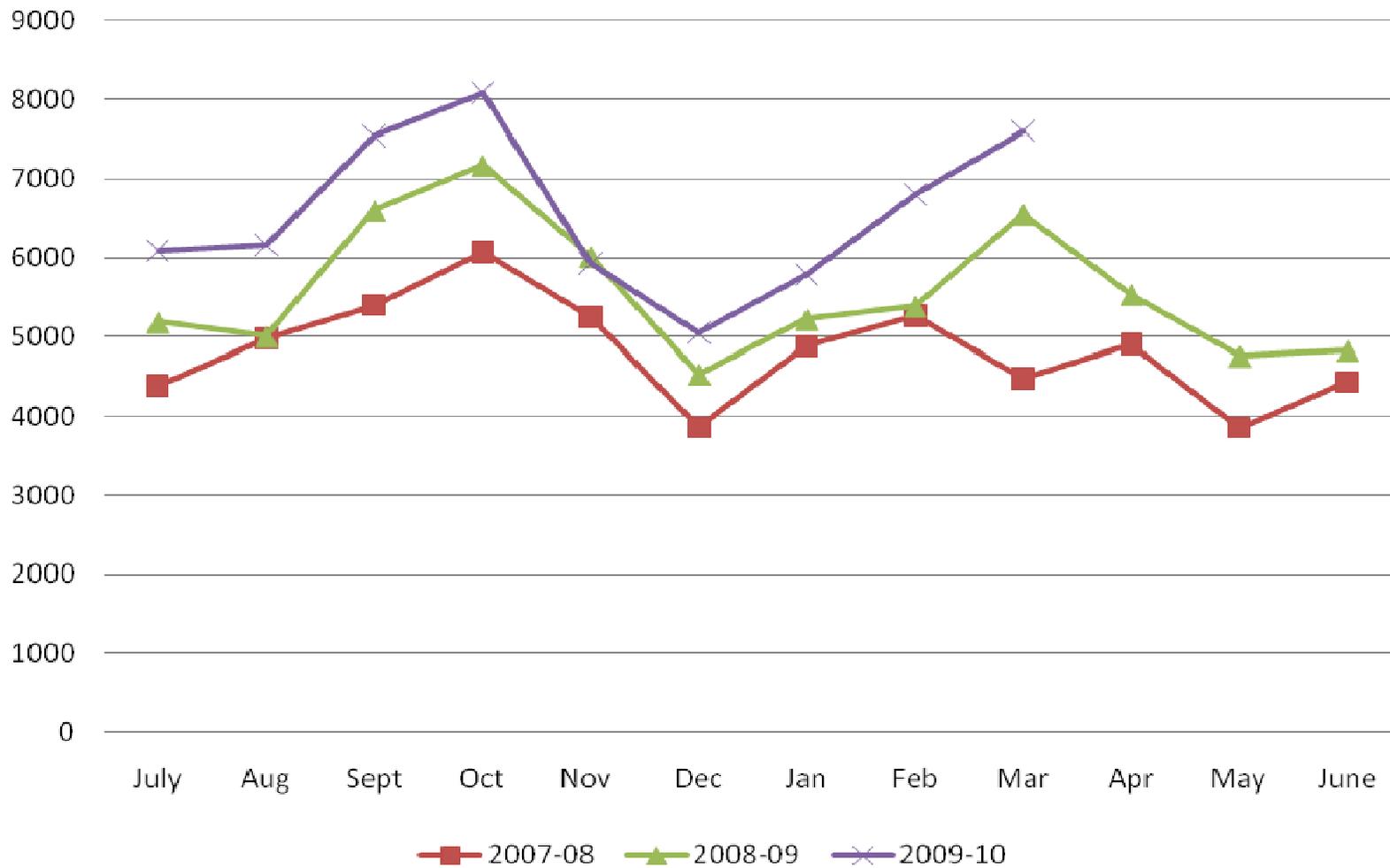
SANTA PAULA DAR THREE YEARS THRU 3rd Q 09-10



VISTAEAST THREE YEARS THRU 3rd Q 09-10



VISTA EAST COUNTY Ridership by Month



VISTA SERVICE INDICATORS

FIRST HALF FY 2007/2008

July 2007 - December 2007

Performance Measures	101	101-M/F	101-Sat
Vehicle Service Miles	103,875.00	90,915.00	12,960.00
Vehicle Service Hours	3,779.55	3,271.28	508.27
Total Passengers	43,969	39,176	4,793
Passengers Per Hour	11.63	11.98	9.43
Passengers Per Mile	0.42	0.43	0.37
Adjusted Operating Cost	\$ 165,448.02	\$ 143,198.74	\$ 22,249.28
Fares Collected	\$ 28,253.35	\$ 24,856.67	\$ 3,396.68
Pass Revenue	\$ 11,026.95	\$ 9,826.71	\$ 1,200.24
Other Revenue	\$ 573.00	\$ 516.00	\$ 57.00
Total Fares/Revenue	\$ 39,853.30	\$ 35,199.38	\$ 4,653.92
Operating Cost Per Passenger	\$ 3.76	\$ 3.66	\$ 4.64
Operating Cost Per Mile	\$ 1.59	\$ 1.58	\$ 1.72
Fare Revenue Per Mile	\$ 0.38	\$ 0.39	\$ 0.36
Fare Revenue Per Hour	\$ 10.54	\$ 10.76	\$ 9.16
Farebox Recovery Ratio	24.09%	24.58%	20.92%
Number of Days Operating	153	127	26

VISTA SERVICE INDICATORS

FIRST HALF FY 2008/2009

July 2008 - December 2008

Performance Measures	101	101-M/F	101-Sat
Vehicle Service Miles	102,229.00	89,269.00	12,960.00
Vehicle Service Hours	3,848.26	3,340.48	507.78
Total Passengers	59,533	54,782	4,751
Passengers Per Hour	15.47	16.40	9.36
Passengers Per Mile	0.58	0.61	0.37
Adjusted Operating Cost	\$ 183,972.49	\$ 159,697.22	\$ 24,275.27
Fares Collected	\$ 42,085.88	\$ 38,081.94	\$ 4,003.94
Pass Revenue	\$ 15,666.58	\$ 14,441.20	\$ 1,225.38
Other Revenue	\$ 682.00	\$ 655.00	\$ 27.00
Route Guarantee	\$ -	\$ -	\$ -
Total Fares/Revenue	\$ 58,434.46	\$ 53,178.14	\$ 5,256.32
Operating Cost Per Passenger	\$ 3.09	\$ 2.92	\$ 5.11
Operating Cost Per Mile	\$ 1.80	\$ 1.79	\$ 1.87
Total Revenue Per Mile	\$ 0.57	\$ 0.60	\$ 0.41
Total Revenue Per Hour	\$ 15.18	\$ 15.92	\$ 10.35
Farebox Recovery Ratio	31.76%	33.30%	21.65%
Number of Days Operating	154	128	26

**VISTA SERVICE INDICATORS
FY 2008/2009 1st Qtr**

Performance Measures	101	101-M/F	101-Sat
Vehicle Service Miles	51,002.00	44,672.00	6,330.00
Vehicle Service Hours	1,919.10	1,665.21	253.89
Total Passengers	30,719	28,215	2,504
Passengers Per Hour	16.01	16.94	9.86
Passengers Per Mile	0.60	0.63	0.40
Adjusted Operating Cost	\$ 91,745.78	\$ 79,608.15	\$ 12,137.64
Fares Collected	\$ 21,327.55	\$ 19,386.42	\$ 1,941.13
Pass Revenue	\$ 7,308.71	\$ 6,721.82	\$ 586.89
Other Revenue	\$ 337.00	\$ 322.00	\$ 15.00
Route Guarantee	\$ -	\$ -	\$ -
Total Fares/Revenue	\$ 28,973.26	\$ 26,430.24	\$ 2,543.02
Operating Cost Per Passenger	\$ 2.99	\$ 2.82	\$ 4.85
Operating Cost Per Mile	\$ 1.80	\$ 1.78	\$ 1.92
Total Revenue Per Mile	\$ 0.57	\$ 0.59	\$ 0.40
Total Revenue Per Hour	\$ 15.10	\$ 15.87	\$ 10.02
Farebox Recovery Ratio	31.58%	33.20%	20.95%
Number of Days Operating	77	64	13

**VISTA SERVICE INDICATORS
FY 2008/2009 2nd Qtr**

Performance Measures	101	101-M/F	101-Sat
Vehicle Service Miles	51,227.00	44,597.00	6,630.00
Vehicle Service Hours	1,929.16	1,675.27	253.89
Total Passengers	28,814	26,567	2,247
Passengers Per Hour	14.94	15.86	8.85
Passengers Per Mile	0.56	0.60	0.34
Adjusted Operating Cost	\$ 92,226.71	\$ 80,089.07	\$ 12,137.63
Fares Collected	\$ 20,758.33	\$ 18,695.52	\$ 2,062.81
Pass Revenue	\$ 8,357.87	\$ 7,719.38	\$ 638.49
Other Revenue	\$ 345.00	\$ 333.00	\$ 12.00
Route Guarantee	\$ -	\$ -	\$ -
Total Fares/Revenue	\$ 29,461.20	\$ 26,747.90	\$ 2,713.30
Operating Cost Per Passenger	\$ 3.20	\$ 3.01	\$ 5.40
Operating Cost Per Mile	\$ 1.80	\$ 1.80	\$ 1.83
Total Revenue Per Mile	\$ 0.58	\$ 0.60	\$ 0.41
Total Revenue Per Hour	\$ 15.27	\$ 15.97	\$ 10.69
Farebox Recovery Ratio	31.94%	33.40%	22.35%
Number of Days Operating	77	64	13

VISTA SERVICE INDICATORS				
FIRST HALF FY 2007/2008				
July 2007 - December 2007				
Performance Measures	126	126-M/F	126-Sat	126-Sun
Vehicle Service Miles	120,487.50	92,927.50	13,520.00	14,040.00
Vehicle Service Hours	4,122.54	3,131.83	485.98	504.73
Total Passengers	83,643	61,129	10,667	11,847
Passengers Per Hour	20.29	19.52	21.95	23.47
Passengers Per Mile	0.69	0.66	0.79	0.84
Adjusted Operating Cost	\$ 180,462.25	\$ 137,094.39	\$ 21,273.55	\$ 22,094.32
Fares Collected	\$ 56,315.58	\$ 39,467.32	\$ 7,446.44	\$ 9,401.82
Pass Revenue	\$ 7,614.22	\$ 5,562.29	\$ 978.38	\$ 1,073.54
Other Revenue	\$ 1,870.00	\$ 1,701.00	\$ 99.00	\$ 70.00
Total Fares/Revenue	\$ 65,799.80	\$ 46,730.61	\$ 8,523.82	\$ 10,545.36
Operating Cost Per Passenger	\$ 2.16	\$ 2.24	\$ 1.99	\$ 1.86
Operating Cost Per Mile	\$ 1.50	\$ 1.48	\$ 1.57	\$ 1.57
Fare Revenue Per Mile	\$ 0.55	\$ 0.50	\$ 0.63	\$ 0.75
Fare Revenue Per Hour	\$ 15.96	\$ 14.92	\$ 17.54	\$ 20.89
Farebox Recovery Ratio	36.46%	34.09%	40.07%	47.73%
Number of Days Operating	180	127	26	27

VISTA SERVICE INDICATORS				
FIRST HALF FY 2008/2009				
July 2008 - December 2008				
Performance Measures	126	126-M/F	126-Sat	126-Sun
Vehicle Service Miles	115,722.00	88,682.00	13,520.00	13,520.00
Vehicle Service Hours	4,184.57	3,213.73	485.42	485.42
Total Passengers	103,765	78,517	11,988	13,260
Passengers Per Hour	24.80	24.43	24.70	27.32
Passengers Per Mile	0.90	0.89	0.89	0.98
Adjusted Operating Cost	\$ 200,050.36	\$ 153,637.73	\$ 23,206.31	\$ 23,206.31
Fares Collected	\$ 78,771.88	\$ 58,203.65	\$ 9,410.26	\$ 11,157.98
Pass Revenue	\$ 9,504.01	\$ 7,203.36	\$ 1,091.83	\$ 1,208.82
Other Revenue	\$ 2,883.00	\$ 2,790.00	\$ 63.00	\$ 30.00
Route Guarantee	\$ -	\$ -	\$ -	\$ -
Total Fares/Revenue	\$ 91,158.89	\$ 68,197.00	\$ 10,565.09	\$ 12,396.80
Operating Cost Per Passenger	\$ 1.93	\$ 1.96	\$ 1.94	\$ 1.75
Operating Cost Per Mile	\$ 1.73	\$ 1.73	\$ 1.72	\$ 1.72
Total Revenue Per Mile	\$ 0.79	\$ 0.77	\$ 0.78	\$ 0.92
Total Revenue Per Hour	\$ 21.78	\$ 21.22	\$ 21.76	\$ 25.54
Farebox Recovery Ratio	45.57%	44.39%	45.53%	53.42%
Number of Days Operating	180	128	26	26

**VISTA SERVICE INDICATORS
FY 2008/2009 1st Qtr**

Performance Measures	126	126-M/F	126-Sat	126-Sun
Vehicle Service Miles	57,857.00	44,337.00	6,760.00	6,760.00
Vehicle Service Hours	2,092.15	1,606.73	242.71	242.71
Total Passengers	55,720	41,540	7,057	7,123
Passengers Per Hour	26.63	25.85	29.08	29.35
Passengers Per Mile	0.96	0.94	1.04	1.05
Adjusted Operating Cost	\$ 100,018.72	\$ 76,812.41	\$ 11,603.16	\$ 11,603.16
Fares Collected	\$ 41,293.31	\$ 30,668.90	\$ 5,083.80	\$ 5,540.62
Pass Revenue	\$ 4,771.94	\$ 3,576.29	\$ 597.62	\$ 598.04
Other Revenue	\$ 1,383.00	\$ 1,336.00	\$ 31.00	\$ 16.00
Route Guarantee	\$ -	\$ -	\$ -	\$ -
Total Fares/Revenue	\$ 47,448.25	\$ 35,581.19	\$ 5,712.41	\$ 6,154.65
Operating Cost Per Passenger	\$ 1.80	\$ 1.85	\$ 1.64	\$ 1.63
Operating Cost Per Mile	\$ 1.73	\$ 1.73	\$ 1.72	\$ 1.72
Total Revenue Per Mile	\$ 0.82	\$ 0.80	\$ 0.85	\$ 0.91
Total Revenue Per Hour	\$ 22.68	\$ 22.15	\$ 23.54	\$ 25.36
Farebox Recovery Ratio	47.44%	46.32%	49.23%	53.04%
Number of Days Operating	90	64	13	13

**VISTA SERVICE INDICATORS
FY 2008/2009 2nd Qtr**

Performance Measures	126	126-M/F	126-Sat	126-Sun
Vehicle Service Miles	57,865.00	44,345.00	6,760.00	6,760.00
Vehicle Service Hours	2,092.42	1,607.00	242.71	242.71
Total Passengers	48,045	36,977	4,931	6,137
Passengers Per Hour	22.96	23.01	20.32	25.29
Passengers Per Mile	0.83	0.83	0.73	0.91
Adjusted Operating Cost	\$ 100,031.63	\$ 76,825.32	\$ 11,603.16	\$ 11,603.16
Fares Collected	\$ 37,478.57	\$ 27,534.75	\$ 4,326.46	\$ 5,617.36
Pass Revenue	\$ 4,732.07	\$ 3,627.07	\$ 494.21	\$ 610.79
Other Revenue	\$ 1,500.00	\$ 1,454.00	\$ 32.00	\$ 14.00
Route Guarantee	\$ -	\$ -	\$ -	\$ -
Total Fares/Revenue	\$ 43,710.64	\$ 32,615.82	\$ 4,852.67	\$ 6,242.15
Operating Cost Per Passenger	\$ 2.08	\$ 2.08	\$ 2.35	\$ 1.89
Operating Cost Per Mile	\$ 1.73	\$ 1.73	\$ 1.72	\$ 1.72
Total Revenue Per Mile	\$ 0.76	\$ 0.74	\$ 0.72	\$ 0.92
Total Revenue Per Hour	\$ 20.89	\$ 20.30	\$ 19.99	\$ 25.72
Farebox Recovery Ratio	43.70%	42.45%	41.82%	53.80%
Number of Days Operating	90	64	13	13

**VISTA SERVICE INDICATORS
FY 2007/2008**

Performance Measures	126	126-M/F	126-Sat	126-Sun
Vehicle Service Miles	243,441.50	188,321.50	27,040.00	28,080.00
Vehicle Service Hours	8,311.58	6,350.03	971.40	990.15
Total Passengers	165,343	120,428	22,187	22,728
Passengers Per Hour	19.89	18.96	22.84	22.95
Passengers Per Mile	0.68	0.64	0.82	0.81
Adjusted Operating Cost	\$ 363,835.52	\$ 277,969.59	\$ 42,522.58	\$ 43,343.35
Fares Collected	\$ 113,434.34	\$ 80,306.41	\$ 14,747.72	\$ 18,380.21
Pass Revenue	\$ 14,250.65	\$ 10,390.06	\$ 1,906.73	\$ 1,953.86
Other Revenue	\$ 3,947.00	\$ 3,426.00	\$ 279.00	\$ 242.00
Total Fares/Revenue	\$ 131,631.99	\$ 94,122.47	\$ 16,933.45	\$ 20,576.07
Operating Cost Per Passenger	\$ 2.20	\$ 2.31	\$ 1.92	\$ 1.91
Operating Cost Per Mile	\$ 1.49	\$ 1.48	\$ 1.57	\$ 1.54
Fare Revenue Per Mile	\$ 0.54	\$ 0.50	\$ 0.63	\$ 0.73
Fare Revenue Per Hour	\$ 15.84	\$ 14.82	\$ 17.43	\$ 20.78
Farebox Recovery Ratio	36.18%	33.86%	39.82%	47.47%
Number of Days Operating	360.00	268.00	52.00	53.00

**VISTA SERVICE INDICATORS
FIRST HALF FY 2007/2008
DIAL A RIDE**

Performance Measures	Santa Paula DAR	SPD-M/F	SPD-Sat	SPD-Sun
Vehicle Service Miles	84,918.00	73,009.00	5,976.00	5,933.00
Vehicle Service Hours	8,544.50	7,267.25	642.25	635.00
Total Passengers	53,989	46,724	3,933	3,332
Passengers Per Hour	6.32	6.43	6.12	5.25
Passengers Per Mile	0.64	0.64	0.66	0.56
Adjusted Operating Cost	\$ 285,640.03	\$ 242,941.96	\$ 21,470.22	\$ 21,227.86
Fares Collected	\$ 26,102.67	\$ 21,175.92	\$ 2,436.00	\$ 2,457.75
Pass Revenue	\$ 10,946.46	\$ 9,476.02	\$ 799.97	\$ 670.48
Other Revenue	\$ 733.00	\$ 688.00	\$ 14.00	\$ 31.00
Total Fares/Revenue	\$ 37,782.13	\$ 31,339.94	\$ 3,249.97	\$ 3,159.23
Operating Cost Per Passenger	\$ 5.29	\$ 5.20	\$ 5.46	\$ 6.37
Operating Cost Per Mile	\$ 3.36	\$ 3.33	\$ 3.59	\$ 3.58
Fare Revenue Per Mile	\$ 0.44	\$ 0.43	\$ 0.54	\$ 0.53
Fare Revenue Per Hour	\$ 4.42	\$ 4.31	\$ 5.06	\$ 4.98
Farebox Recovery Ratio	13.23%	12.90%	15.14%	14.88%
Number of Days Operating	180	127	26	27

**VISTA SERVICE INDICATORS
FIRST HALF FY 2008/2009
DIAL A RIDE**

Performance Measures	Santa Paula DAR	SPD-M/F	SPD-Sat	SPD-Sun
Vehicle Service Miles	74,745.00	63,666.00	5,879.00	5,200.00
Vehicle Service Hours	7,092.50	6,063.75	543.50	485.25
Total Passengers	48,022	41,982	3,209	2,831
Passengers Per Hour	6.77	6.92	5.90	5.83
Passengers Per Mile	0.64	0.66	0.55	0.54
Adjusted Operating Cost	\$ 254,090.78	\$ 217,235.53	\$ 19,471.04	\$ 17,384.22
Fares Collected	\$ 22,280.84	\$ 17,942.08	\$ 2,222.25	\$ 2,064.01
Pass Revenue	\$ 10,250.18	\$ 9,022.60	\$ 652.13	\$ 575.46
Other Revenue	\$ 519.00	\$ 444.00	\$ 37.00	\$ 38.00
Route Guarantee	\$ 249.96	\$ 249.96	\$ -	\$ -
Total Fares/Revenue	\$ 33,299.98	\$ 27,658.64	\$ 2,911.38	\$ 2,677.46
Operating Cost Per Passenger	\$ 5.29	\$ 5.17	\$ 6.07	\$ 6.14
Operating Cost Per Mile	\$ 3.40	\$ 3.41	\$ 3.31	\$ 3.34
Total Revenue Per Mile	\$ 0.45	\$ 0.43	\$ 0.50	\$ 0.51
Total Revenue Per Hour	\$ 4.70	\$ 4.56	\$ 5.36	\$ 5.52
Farebox Recovery Ratio	13.11%	12.73%	14.95%	15.40%
Number of Days Operating	180	128	26	26

VISTA SERVICE INDICATORS				
FY 2008/2009 1st Qtr				
DIAL A RIDE				
Performance Measures	Santa Paula DAR	SPD-M/F	SPD-Sat	SPD-Sun
Vehicle Service Miles	35,221.00	29,812.00	2,868.00	2,541.00
Vehicle Service Hours	3,235.00	2,745.25	256.25	233.50
Total Passengers	23,079	19,889	1,686	1,504
Passengers Per Hour	7.13	7.24	6.58	6.44
Passengers Per Mile	0.66	0.67	0.59	0.59
Adjusted Operating Cost	\$ 115,894.78	\$ 98,349.35	\$ 9,180.23	\$ 8,365.20
Fares Collected	\$ 12,086.11	\$ 9,629.10	\$ 1,287.00	\$ 1,170.01
Pass Revenue	\$ 3,757.88	\$ 3,279.60	\$ 252.62	\$ 225.65
Other Revenue	\$ 272.00	\$ 243.00	\$ 13.00	\$ 16.00
Route Guarantee	\$ 124.98	\$ 124.98	\$ -	\$ -
Total Fares/Revenue	\$ 16,240.97	\$ 13,276.68	\$ 1,552.62	\$ 1,411.66
Operating Cost Per Passenger	\$ 5.02	\$ 4.94	\$ 5.44	\$ 5.56
Operating Cost Per Mile	\$ 3.29	\$ 3.30	\$ 3.20	\$ 3.29
Total Revenue Per Mile	\$ 0.46	\$ 0.45	\$ 0.54	\$ 0.56
Total Revenue Per Hour	\$ 5.02	\$ 4.84	\$ 6.06	\$ 6.05
Farebox Recovery Ratio	14.01%	13.50%	16.91%	16.88%
Number of Days Operating	90	64	13	13

VISTA SERVICE INDICATORS				
FY 2008/2009 2nd Qtr				
DIAL A RIDE				
PERFORMANCE MEASURE	Santa Paula DAR	SPD-M/F	SPD-Sat	SPD-Sun
Vehicle Service Miles	39,524.00	33,854.00	3,011.00	2,659.00
Vehicle Service Hours	3,857.50	3,318.50	287.25	251.75
Total Passengers	24,943	22,093	1,523	1,327
Passengers Per Hour	6.47	6.66	5.30	5.27
Passengers Per Mile	0.63	0.65	0.51	0.50
Adjusted Operating Cost	\$ 138,196.00	\$ 118,886.18	\$ 10,290.81	\$ 9,019.01
Fares Collected	\$ 10,194.73	\$ 8,312.98	\$ 935.25	\$ 894.00
Pass Revenue	\$ 6,492.30	\$ 5,742.99	\$ 399.50	\$ 349.80
Other Revenue	\$ 247.00	\$ 201.00	\$ 24.00	\$ 22.00
Route Guarantee	\$ 124.98	\$ 124.98	\$ -	\$ -
Total Fares/Revenue	\$ 17,059.01	\$ 14,381.95	\$ 1,358.75	\$ 1,265.80
Operating Cost Per Passenger	\$ 5.54	\$ 5.38	\$ 6.76	\$ 6.80
Operating Cost Per Mile	\$ 3.50	\$ 3.51	\$ 3.42	\$ 3.39
Total Revenue Per Mile	\$ 0.43	\$ 0.42	\$ 0.45	\$ 0.48
Total Revenue Per Hour	\$ 4.42	\$ 4.33	\$ 4.73	\$ 5.03
Farebox Recovery Ratio	12.34%	12.10%	13.20%	14.03%
Number of Days Operating	90	64	13	13

VISTA SERVICE INDICATORS				
FY 2007/2008				
DIAL A RIDE				
PERFORMANCE MEASURE	Santa Paula DAR	SPD-M/F	SPD-Sat	SPD-Sun
Vehicle Service Miles	168,340.50	145,169.00	11,875.50	11,296.00
Vehicle Service Hours	16,288.75	13,955.00	1,191.00	1,142.75
Total Passengers	106,252	92,707	7,432	6,113
Passengers Per Hour	6.52	6.64	6.24	5.35
Passengers Per Mile	0.63	0.64	0.63	0.54
Adjusted Operating Cost	\$ 544,527.97	\$ 466,511.41	\$ 39,814.77	\$ 38,201.79
Fares Collected	\$ 52,035.12	\$ 42,512.37	\$ 4,810.50	\$ 4,679.25
Pass Revenue	\$ 22,569.26	\$ 19,712.13	\$ 1,575.75	\$ 1,281.38
Other Revenue	\$ 1,356.00	\$ 1,281.00	\$ 37.00	\$ 38.00
Total Fares/Revenue	\$ 75,960.38	\$ 63,505.50	\$ 6,423.25	\$ 5,998.63
Operating Cost Per Passenger	\$ 5.12	\$ 5.03	\$ 5.36	\$ 6.25
Operating Cost Per Mile	\$ 3.23	\$ 3.21	\$ 3.35	\$ 3.38
Fare Revenue Per Mile	\$ 0.45	\$ 0.44	\$ 0.54	\$ 0.53
Fare Revenue Per Hour	\$ 4.66	\$ 4.55	\$ 5.39	\$ 5.25
Farebox Recovery Ratio	13.95%	13.61%	16.13%	15.70%
Number of Days Operating	360.00	268.00	52.00	53.00

VISTA SERVICE INDICATORS					
FY 2007/2008					
DIAL A RIDE					
PERFORMANCE MEASURE	Fillmore DAR	FD-M/F	FD-Sat	FD-Sun	Total DAR
Vehicle Service Miles	183,745.00	150,464.50	16,652.50	16,628.00	352,085.50
Vehicle Service Hours	15,787.00	13,190.25	1,287.25	1,309.50	32,075.75
Total Passengers	104,025	90,056	7,652	6,317	210,277
Passengers Per Hour	6.59	6.83	5.94	4.82	6.56
Passengers Per Mile	0.57	0.60	0.46	0.38	0.60
Adjusted Operating Cost	\$ 527,884.62	\$ 441,057.66	\$ 43,042.44	\$ 43,784.51	\$ 1,072,412.58
Fares Collected	\$ 63,017.25	\$ 53,405.55	\$ 5,149.95	\$ 4,461.75	\$ 115,052.37
Pass Revenue	\$ 19,125.66	\$ 16,557.62	\$ 1,410.01	\$ 1,158.03	\$ 41,694.92
Other Revenue	\$ 1,357.00	\$ 1,283.00	\$ 50.00	\$ 24.00	\$ 2,713.00
Total Fares/Revenue	\$ 83,499.91	\$ 71,246.17	\$ 6,609.96	\$ 5,643.78	\$ 159,460.29
Operating Cost Per Passenger	\$ 5.07	\$ 4.90	\$ 5.62	\$ 6.93	\$ 5.10
Operating Cost Per Mile	\$ 2.87	\$ 2.93	\$ 2.58	\$ 2.63	\$ 3.05
Fare Revenue Per Mile	\$ 0.45	\$ 0.47	\$ 0.40	\$ 0.34	\$ 0.45
Fare Revenue Per Hour	\$ 5.29	\$ 5.40	\$ 5.13	\$ 4.31	\$ 4.97
Farebox Recovery Ratio	15.82%	16.15%	15.36%	12.89%	14.87%
Number of Days Operating	360.00	268.00	52.00	53.00	360.00

**VISTA SERVICE INDICATORS
FIRST HALF FY 2007/2008
DIAL A RIDE**

Performance Measures	Fillmore DAR	FD-M/F	FD-Sat	FD-Sun	Total DAR
Vehicle Service Miles	90,733.00	73,595.00	8,469.00	8,669.00	175,651.00
Vehicle Service Hours	8,174.75	6,792.25	679.00	703.50	16,719.25
Total Passengers	50,294	43,111	3,889	3,294	104,283
Passengers Per Hour	6.15	6.35	5.73	4.68	6.24
Passengers Per Mile	0.55	0.59	0.46	0.38	0.59
Adjusted Operating Cost	\$ 273,409.42	\$ 227,174.47	\$ 22,708.83	\$ 23,526.12	\$ 559,049.45
Fares Collected	\$ 31,445.02	\$ 26,386.57	\$ 2,738.70	\$ 2,319.75	\$ 57,547.69
Pass Revenue	\$ 8,721.67	\$ 7,470.46	\$ 680.74	\$ 570.47	\$ 19,668.13
Other Revenue	\$ 642.00	\$ 618.00	\$ 15.00	\$ 9.00	\$ 1,375.00
Total Fares/Revenue	\$ 40,808.69	\$ 34,475.03	\$ 3,434.44	\$ 2,899.22	\$ 78,590.82
Operating Cost Per Passenger	\$ 5.44	\$ 5.27	\$ 5.84	\$ 7.14	\$ 5.36
Operating Cost Per Mile	\$ 3.01	\$ 3.09	\$ 2.68	\$ 2.71	\$ 3.18
Fare Revenue Per Mile	\$ 0.45	\$ 0.47	\$ 0.41	\$ 0.33	\$ 0.45
Fare Revenue Per Hour	\$ 4.99	\$ 5.08	\$ 5.06	\$ 4.12	\$ 4.70
Farebox Recovery Ratio	14.93%	15.18%	15.12%	12.32%	14.06%
Number of Days Operating	180	127	26	27	180

**VISTA SERVICE INDICATORS
FIRST HALF FY 2008/2009
DIAL A RIDE**

Performance Measures	Fillmore DAR	FD-M/F	FD-Sat	FD-Sun	Total DAR
Vehicle Service Miles	88,420.00	71,794.00	8,744.00	7,882.00	163,165.00
Vehicle Service Hours	7,155.00	5,965.75	632.25	557.00	14,247.50
Total Passengers	52,509	45,059	3,870	3,580	100,531
Passengers Per Hour	7.34	7.55	6.12	6.43	7.06
Passengers Per Mile	0.59	0.63	0.44	0.45	0.62
Adjusted Operating Cost	\$ 256,329.87	\$ 213,724.66	\$ 22,650.53	\$ 19,954.68	\$ 510,420.65
Fares Collected	\$ 29,996.24	\$ 24,755.39	\$ 2,720.10	\$ 2,520.75	\$ 52,277.08
Pass Revenue	\$ 10,664.91	\$ 9,146.53	\$ 786.35	\$ 732.03	\$ 20,915.09
Other Revenue	\$ 584.00	\$ 529.00	\$ 30.00	\$ 25.00	\$ 1,103.00
Route Guarantee	\$ 249.96	\$ 249.96	\$ -	\$ -	\$ 499.92
Total Fares/Revenue	\$ 41,495.11	\$ 34,680.88	\$ 3,536.45	\$ 3,277.78	\$ 74,795.09
Operating Cost Per Passenger	\$ 4.88	\$ 4.74	\$ 5.85	\$ 5.57	\$ 5.08
Operating Cost Per Mile	\$ 2.90	\$ 2.98	\$ 2.59	\$ 2.53	\$ 3.13
Total Revenue Per Mile	\$ 0.47	\$ 0.48	\$ 0.40	\$ 0.42	\$ 0.46
Total Revenue Per Hour	\$ 5.80	\$ 5.81	\$ 5.59	\$ 5.88	\$ 5.25
Farebox Recovery Ratio	16.19%	16.23%	15.61%	16.43%	14.65%
Number of Days Operating	180	128	26	26	180

VISTA SERVICE INDICATORS

FIRST HALF FY 2007/2008

July 2007 - December 2007

Performance Measures	EAST	East-M/F	East-Sat
Vehicle Service Miles	81,284.00	71,924.00	9,360.00
Vehicle Service Hours	3,315.10	2,918.54	396.56
Total Passengers	29,947	28,236	1,711
Passengers Per Hour	9.03	9.67	4.31
Passengers Per Mile	0.37	0.39	0.18
Adjusted Operating Cost	\$ 145,116.96	\$ 127,757.73	\$ 17,359.23
Fares Collected	\$ 19,722.50	\$ 18,312.72	\$ 1,409.78
Pass Revenue	\$ 5,627.16	\$ 5,310.33	\$ 316.83
Other Revenue	\$ 5,324.00	\$ 4,442.48	\$ 881.52
Total Fares/Revenue	\$ 30,673.66	\$ 28,065.54	\$ 2,608.12
Operating Cost Per Passenger	\$ 4.85	\$ 4.52	\$ 10.15
Operating Cost Per Mile	\$ 1.79	\$ 1.78	\$ 1.85
Fare Revenue Per Mile	\$ 0.38	\$ 0.39	\$ 0.28
Fare Revenue Per Hour	\$ 9.25	\$ 9.62	\$ 6.58
Farebox Recovery Ratio	21.14%	21.97%	15.02%
Number of Days Operating	153	127	26

VISTA SERVICE INDICATORS

FIRST HALF FY 2008/2009

July 2008 - December 2008

Performance Measures	EAST	East-M/F	East-Sat
Vehicle Service Miles	81,787.00	72,427.00	9,360.00
Vehicle Service Hours	3,294.13	2,892.95	401.18
Total Passengers	34,521	32,320	2,201
Passengers Per Hour	10.48	11.17	5.49
Passengers Per Mile	0.42	0.45	0.24
Adjusted Operating Cost	\$ 157,481.40	\$ 138,302.32	\$ 19,179.08
Fares Collected	\$ 25,659.36	\$ 23,800.35	\$ 1,859.01
Pass Revenue	\$ 6,507.80	\$ 6,099.17	\$ 408.63
Other Revenue	\$ 268.00	\$ 259.00	\$ 9.00
Route Guarantee	\$ 5,000.00	\$ 4,152.93	\$ 847.07
Total Fares/Revenue	\$ 37,435.16	\$ 34,311.46	\$ 3,123.70
Operating Cost Per Passenger	\$ 4.56	\$ 4.28	\$ 8.71
Operating Cost Per Mile	\$ 1.93	\$ 1.91	\$ 2.05
Total Revenue Per Mile	\$ 0.46	\$ 0.47	\$ 0.33
Total Revenue Per Hour	\$ 11.36	\$ 11.86	\$ 7.79
Farebox Recovery Ratio	23.77%	24.81%	16.29%
Number of Days Operating	154	128	26

**VISTA SERVICE INDICATORS
FY 2008/2009 1st Qtr**

Performance Measures	EAST	East-M/F	East-Sat
Vehicle Service Miles	40,903.00	36,223.00	4,680.00
Vehicle Service Hours	1,659.32	1,458.73	200.59
Total Passengers	16,795	15,688	1,107
Passengers Per Hour	10.12	10.75	5.52
Passengers Per Mile	0.41	0.43	0.24
Adjusted Operating Cost	\$ 79,326.58	\$ 69,737.04	\$ 9,589.54
Fares Collected	\$ 12,159.89	\$ 11,236.27	\$ 923.62
Pass Revenue	\$ 3,250.56	\$ 3,041.30	\$ 209.26
Other Revenue	\$ 134.00	\$ 126.00	\$ 8.00
Route Guarantee	\$ 2,500.00	\$ 2,078.21	\$ 421.79
Total Fares/Revenue	\$ 18,044.45	\$ 16,481.77	\$ 1,562.68
Operating Cost Per Passenger	\$ 4.72	\$ 4.45	\$ 8.66
Operating Cost Per Mile	\$ 1.94	\$ 1.93	\$ 2.05
Total Revenue Per Mile	\$ 0.44	\$ 0.46	\$ 0.33
Total Revenue Per Hour	\$ 10.87	\$ 11.30	\$ 7.79
Farebox Recovery Ratio	22.75%	23.63%	16.30%
Number of Days Operating	77	64	13

**VISTA SERVICE INDICATORS
FY 2008/2009 2nd Qtr**

Performance Measures	EAST	East-M/F	East-Sat
Vehicle Service Miles	40,884.00	36,204.00	4,680.00
Vehicle Service Hours	1,634.81	1,434.22	200.59
Total Passengers	17,726	16,632	1,094
Passengers Per Hour	10.84	11.60	5.45
Passengers Per Mile	0.43	0.46	0.23
Adjusted Operating Cost	\$ 78,154.82	\$ 68,565.28	\$ 9,589.54
Fares Collected	\$ 13,499.47	\$ 12,564.08	\$ 935.39
Pass Revenue	\$ 3,257.24	\$ 3,057.88	\$ 199.36
Other Revenue	\$ 134.00	\$ 133.00	\$ 1.00
Route Guarantee	\$ 2,500.00	\$ 2,074.73	\$ 425.27
Total Fares/Revenue	\$ 19,390.71	\$ 17,829.68	\$ 1,561.03
Operating Cost Per Passenger	\$ 4.41	\$ 4.12	\$ 8.77
Operating Cost Per Mile	\$ 1.91	\$ 1.89	\$ 2.05
Total Revenue Per Mile	\$ 0.47	\$ 0.49	\$ 0.33
Total Revenue Per Hour	\$ 11.86	\$ 12.43	\$ 7.78
Farebox Recovery Ratio	24.81%	26.00%	16.28%
Number of Days Operating	77	64	13

**VISTA SERVICE INDICATORS
FY 2007/2008**

Performance Measures	EAST	East-M/F	East-Sat
Vehicle Service Miles	163,085.00	144,365.00	18,720.00
Vehicle Service Hours	6,679.08	5,881.34	797.74
Total Passengers	57,769	54,343	3,426
Passengers Per Hour	8.65	9.24	4.29
Passengers Per Mile	0.35	0.38	0.18
Adjusted Operating Cost	\$ 292,373.60	\$ 257,452.90	\$ 34,920.70
Fares Collected	\$ 38,457.71	\$ 35,653.16	\$ 2,804.55
Pass Revenue	\$ 10,891.74	\$ 10,253.00	\$ 638.74
Other Revenue	\$ 10,518.00	\$ 8,767.23	\$ 1,750.77
Total Fares/Revenue	\$ 59,867.45	\$ 54,673.39	\$ 5,194.06
Operating Cost Per Passenger	\$ 5.06	\$ 4.74	\$ 10.19
Operating Cost Per Mile	\$ 1.79	\$ 1.78	\$ 1.87
Fare Revenue Per Mile	\$ 0.37	\$ 0.38	\$ 0.28
Fare Revenue Per Hour	\$ 8.96	\$ 9.30	\$ 6.51
Farebox Recovery Ratio	20.48%	21.24%	14.87%
Number of Days Operating	307.00	255.00	52.00



Item #10

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: APPROVE FY 2010/11 TRANSIT PROGRAM OF PROJECTS (PUBLIC HEARING)

RECOMMENDATION:

- Approve the attached Program of Projects (POP) for federal transit operating, planning and capital assistance for FY 2010/11.

BACKGROUND:

The Federal Transit Administration (FTA) requires that the public be provided an opportunity to review transit projects proposed to be funded with federal dollars. As the designated recipient of federal transit funds, the VCTC is required to hold a public hearing and adopt a POP which lists projects to be funded with federal funds in each urban areas of Ventura County. Since 2003, VCTC has prepared the POP using separate programs for the Oxnard/Ventura, Thousand Oaks/Moorpark, and Camarillo urbanized areas, as defined by the U.S. Census Bureau. Later, VCTC also began to prepare the POP for Simi Valley based on a decision by Caltrans to delegate to VCTC the Designated Recipient status for Simi Valley.

In early summer of each year VCTC approves a draft POP which can be used as the basis for a TIP amendment to incorporate the projects into the TIP. The Final POP, to be adopted in September, could incorporate changes based on adopted transit operator budgets, or other updated funding figures.

It should be noted that that because there is still no multi-year federal transportation authorization, there are no authorized funding amounts on which to base the revenue estimates. VCTC staff has therefore conservatively assumed a 2% decrease in federal apportionments from FY 2009/10, based on the Administration's proposed transportation budget. Should the adopted FY 2011 Federal budget be lower than assumed, it will be necessary to make changes in the Program of Projects.

The Attachment A Program of Projects table shows the recommended projects for each of the urbanized areas. The Cities of Moorpark, Thousand Oaks, Camarillo, and Simi Valley, as well as Gold Coast Transit, were asked to submit projects to use the funds available to them. These projects have been submitted and were then incorporated into the attached POP. This year, as in the past, the Countywide Planning costs are distributed on a per capita basis. As in past years, VCTC has shifted funds between VISTA and Countywide Planning so that all of the Countywide Planning line items are shown under the Oxnard/Ventura area. Thus, in the POP the contributions for Thousand Oaks/Moorpark, Camarillo, and Simi Valley for Countywide Planning show up instead as contributions to VISTA.

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There has also been a fund shift to enable Gold Coast to use more of its share for ADA operations than would normally be allowed under the rule that only 10% of an area's apportionment is eligible for ADA operations. In addition to using all of the Oxnard/Ventura funds eligible for ADA operations, Gold Coast is also using the remaining Thousand Oaks/Moorpark funds eligible for ADA. To offset this use of Thousand Oaks/Moorpark ADA funds by Gold Coast, the Thousand Oaks/Moorpark contribution to VISTA was reduced by an equal amount, and the Oxnard/Ventura area VISTA contribution increased by an equal amount.

The attached POP was approved by TRANSCOM at its May 13th meeting. The POP was published in the Ventura County Star on May 27th.

Program of Projects			
The Ventura County Transportation Commission (VCTC) will hold a public hearing on the Program of Projects (POP) for the Oxnard, Thousand Oaks, Camarillo and Simi Valley Urbanized Areas (UAs) for projects to be funded with Federal Transit Administration funds in the 2010/11 Fiscal Year (FY 2011). The funds available in FY 2011 are estimated to be \$9,005,000 for the Oxnard UA, \$3,890,000 for the Thousand Oaks UA, \$1,403,000 for the Camarillo UA, and \$2,204,000 for the Simi Valley UA, based on anticipated FY 2011 funds, prior year carry-over funds, and federal discretionary funds. The public hearing will be held at 9:00 a.m. on Friday, June 4, 2010, in the Camarillo City Council Chamber, 601 Carmen Drive, in Camarillo. The POP is available for public inspection at 950 County Square Drive, Suite 207, Ventura CA 93003.			
FY 2010/11 Federal Transit Program of Projects			
	Total Cost	Federal Share	Local Share & Other
OXNARD/VENTURA URBANIZED AREA			
Gold Coast Transit			
<u>Planning Assistance</u>			
Transit Service Administration & Support	\$375,000	\$300,000	\$75,000
Planning/Admin. Coordinated Paratransit	\$50,000	\$40,000	\$10,000
Marketing & Passenger Awareness Activities	\$325,000	\$260,000	\$65,000
	\$750,000	\$600,000	\$150,000
<u>Capital Assistance</u>			
Preventive Maintenance	\$2,128,746	\$1,702,997	\$425,749
ADA Paratransit Service	\$925,125	\$740,100	\$185,025
	\$3,053,871	\$2,443,097	\$610,774
Total Gold Coast	\$3,803,871	\$3,043,097	\$760,774
Ventura County Transportation Commission			
<u>Planning Assistance</u>			
Transit Planning and Programming (FY 10/11)	\$37,500	\$30,000	\$7,500
Transit Planning and Programming (FY 11/12)	\$300,000	\$240,000	\$60,000
Transit Information Center (FY 11/12)	\$250,000	\$200,000	\$50,000
Smart Card Data Management (FY 10/11)	\$12,500	\$10,000	\$2,500
Smart Card Data Management(FY 11/12)	\$275,000	\$220,000	\$55,000
Elderly/Disabled Planning/Eval. (FY 11/12)	\$150,000	\$120,000	\$30,000
VISTA Planning (FY 11/12)	\$227,500	\$222,000	\$55,500
	\$1,302,500	\$1,042,000	\$260,500
<u>Capital Assistance</u>			
VISTA Services – Capital Leases (FY 11/12)	\$2,729,063	\$2,183,250	\$545,813
Smart Card Maintenance & Upgrade	\$706,250	\$565,000	\$141,250
Next Bus Upgrade for Bus Stop Signage (Transit Enhancement Funds)	\$93,750	\$75,000	\$18,750
Metrolink Capital Rehabilitation & Refurb	\$550,716	\$440,573	\$110,143
Metrolink Capital Rehabilitation & Refurb (Section 5309 Rail Modernization)	\$2,068,989	\$1,655,191	\$413,798
	\$6,148,768	\$4,919,014	\$1,229,754
Total VCTC	\$7,451,268	\$5,961,014	\$1,490,254
TOTAL	\$11,255,139	\$9,004,111	\$2,251,028

THOUSAND OAKS/MOORPARK URBANIZED AREA**Ventura County Transportation Commission**Capital Assistance

VISTA Services – Capital Leases (FY 11/12)	\$1,012,134	\$809,707	\$202,427
Metrolink Capital Rehabilitation and Refurb	\$1,152,115	\$921,692	\$230,423
Metrolink Capital Rehabilitation and Refurb (Section 5309 Rail Modernization)	\$1,144,428	\$915,542	\$228,886
Next Bus Upgrade for Bus Stop Signage (Transit Enhancement Funds)	\$37,500	\$30,000	\$7,500
ADA East County Service	\$125,000	\$100,000	\$25,000
Gold Coast Transit Access ADA Service	\$246,250	\$197,000	\$49,250
Total VCTC	<u>\$3,717,426</u>	<u>\$2,973,941</u>	<u>\$743,485</u>

City of Thousand OaksCapital Assistance

Bus Capital Maintenance	\$300,000	\$240,000	\$06,000
Transportation Facility Center Cap Maint	\$75,000	\$60,000	\$15,000
Dial-a-Ride Capital Leases	\$150,500	\$120,000	\$30,000
Transit Marketing	\$50,000	\$40,000	\$10,000
Transit Operations Facility Expansion	\$231,394	\$185,115	\$46,279
Total Thousand Oaks	<u>\$806,394</u>	<u>\$645,115</u>	<u>\$161,279</u>

City of MoorparkCapital Assistance

Dial-a-Ride Vehicle Leases	\$62,500	\$50,000	\$12,500
Metrolink Parking Lot South Entrance	\$275,000	\$220,000	\$55,000
Total Moorpark	<u>\$337,500</u>	<u>\$270,000</u>	<u>\$67,500</u>

TOTAL	<u>\$4,861,320</u>	<u>\$3,889,056</u>	<u>\$972,264</u>
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CAMARILLO URBANIZED AREA**Ventura County Transportation Commission**Capital Assistance

VISTA Services – Capital Leases (FY 11/12)	\$152,190	\$134,734	\$17,456
ADA East County Service	\$62,500	\$50,000	\$12,500
Total VCTC	<u>\$214,690</u>	<u>\$184,734</u>	<u>\$29,956</u>

City of CamarilloOperating Assistance

Camarillo Area Transit Operating Asst	\$900,000	\$450,000	\$450,000
	<u>\$900,000</u>	<u>\$450,000</u>	<u>\$450,000</u>

Capital Assistance

Camarillo Rail Station Capital Maintenance	\$100,000	\$80,000	\$20,000
Three Expansion Mini-Vans	\$150,000	\$120,000	\$30,000
	<u>\$250,000</u>	<u>\$200,000</u>	<u>\$50,000</u>
Total Camarillo	<u>\$1,150,000</u>	<u>\$650,000</u>	<u>\$500,000</u>

TOTAL	<u>\$1,364,690</u>	<u>\$834,734</u>	<u>\$529,956</u>
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SIMI VALLEY URBANIZED AREA**Ventura County Transportation Commission**Capital Assistance

VISTA Services – Capital Leases (FY 11/12)	\$292,198	\$258,683	\$33,515
Total VCTC	<u>\$292,198</u>	<u>\$258,683</u>	<u>\$33,515</u>

City of Simi ValleyOperating Assistance

Simi Valley Transit Operating Assistance	\$3,733,700	\$202,900	\$3,530,800
	<u>\$3,733,700</u>	<u>\$202,900</u>	<u>\$3,530,800</u>

Capital Assistance

Preventive Maintenance	\$778,000	\$622,400	\$155,600
Non Fixed-Route ADA Paratransit Capital	\$1,398,000	\$1,118,400	\$279,600
	<u>\$2,176,000</u>	<u>\$1,740,800</u>	<u>\$435,200</u>
Total Simi Valley	<u>\$5,909,700</u>	<u>\$1,943,700</u>	<u>\$3,966,000</u>

TOTAL	<u>\$6,201,898</u>	<u>\$2,202,383</u>	<u>\$3,999,515</u>
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Item #11

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: STATE TRANSIT ASSISTANCE ADVANCE TO CITY OF SIMI VALLEY FOR COMPRESSED NATURAL GAS (CNG) FUELING FACILITY

RECOMMENDATION:

- Approve allocation of \$1,267,149 of State Transit Assistance (STA) funds to the City of Simi Valley for an upgraded CNG Fueling Facility, contingent upon VCTC's receipt of the STA funds appropriated for Fiscal Years (FY) 2009/10 and 2010/11, to be reimbursed upon the availability of Proposition 1B Transit funds programmed for the project.
- Approve attached agreement for the City of Simi Valley to implement the project in compliance with Proposition 1B Transit program requirements.

BACKGROUND:

At the March meeting, the Commission approved the programming of \$10,042,300 in Proposition 1B Transit funds, including \$1,267,149 for the Simi Valley Transit CNG Fueling Facility. Construction of a new Fueling Facility in Simi Valley is a high priority for implementation due to a recent accident with the existing system, as well as the pending conversion of Moorpark's bus fleet to CNG which will be fueled at the Simi Valley facility. The CNG Fueling Facility will be ready to go out to bid this summer.

Assuming that the State's fall bond sale is successful, the Proposition 1B Transit funds for this project are likely to become available at that time, however given the state's financial situation it is uncertain when this money will become available, if at all. However, the pending transfer of \$4.4 million of State Transit Assistance funds to VCTC as a result of the recent "gas tax swap" legislation provides VCTC with a likely option for ensuring the Simi Valley CNG project can move forward without delay. Since the Proposition 1B Transit Program guidelines allow for the use of funds to reimburse expenditures which occurred prior to the sale of the bonds, staff believes it is prudent to provide \$1,267,149 of the STA payment to Simi Valley to implement the CNG fueling facility, with the funds to be reimbursed from Proposition 1B should it become available.

**COOPERATIVE AGREEMENT
BETWEEN
VENTURA COUNTY TRANSPORTATION COMMISSION
AND
THE CITY OF SIMI VALLEY**

THIS AGREEMENT is entered into between Ventura County Transportation Commission (VCTC) and the City of Simi Valley (City) regarding the administration of funds from the Proposition 1B Public Transportation Modernization, Improvement and Service Enhancement Account (PTMISEA).

WHEREAS, California voters in November, 2006, approved the Highway Safety, Traffic Reduction, Air Quality, and Port Security Bond Act of 2006 (Proposition 1B), which authorizes state general obligation bonds for transportation infrastructure, including grants for transit system safety, security, and disaster response projects; and,

WHEREAS Senate Bill 88 of the 2007 Statutes appropriates funds from Proposition 1B to the PTMISEA program, administered by the Department of Transportation (Caltrans); and,

WHEREAS, at its March 5, 2010 meeting the VCTC programmed \$1,267,149 in PTMISEA grant funds for rehabilitation and modernization of Simi Valley compressed natural gas fueling facility to expand capacity to serve regional needs and increase reliability (Project); and,

WHEREAS, at its June 4, 2010 meeting, the VCTC committed to provide \$1,267,149 in State Transit Assistance (STA) funds for the Project as an advance against the PTMISEA funds, to allow the Project to move forward without waiting for the availability of PTMISEA funds, contingent upon receipt by VCTC of its Fiscal Year 2009/10 and Fiscal Year 2010/11 STA apportionment payments; and,

WHEREAS, VCTC desires that City implement the Project on VCTC's behalf.

NOW THEREFORE THE PARTIES DO AGREE AS FOLLOWS:

I. FUNDING/PROGRAM MANAGEMENT

7. Assignments of Participants: VCTC hereby agrees to engage the City and the City hereby agrees to carry out the work hereinafter described in connection with the administration of PTMISEA funds. The City will be responsible for assuring that the City meets all grant requirements placed on PTMISEA fund recipients.
8. Scope of Services:
 - a. Grant Administration: VCTC shall be responsible to reserve, apply for and receive PTMISEA funds and to be responsible for assuring that VCTC and the City meet all requirements placed on PTMISEA fund recipients.
 - b. Project Implementation: The City shall implement the Project, as described in the attached grant submittal to the extent that grant funds from VCTC are available pursuant to this Agreement.
9. Duration of Agreement and Authorization to Proceed: The term of this Agreement shall commence when VCTC notifies the City that it has received the STA funds, anticipated by July 15, 2010, from the State Controller, and continue until the earlier of the following events: (1) all work on the Project is completed and accepted, all contracts to construct the Project are closed, and VCTC has approved and paid the final invoice, or (2) the Agreement is terminated by either party after thirty (30) days written notice.

10. Amendments to the Agreement: The provisions of this Agreement may be amended upon written acceptance and ratification of any such amendment by both VCTC and the City.
11. Method of Payment: VCTC, as the grant applicant, upon receipt of its Fiscal Year 2009/10 and Fiscal Year 2010/11 STA apportionments, shall transfer \$1,267,149 of these funds to the City. The City must keep the unexpended funds in a separate interest-bearing account. Any interest that is accrued must be accounted for and used for the Project. Any Project funds received in excess of the final Project cost, or those found to be owed back to VCTC as a result of a final review or audit, must be refunded to VCTC within twenty (20) days of VCTC invoicing the City.
12. Costs: Under no circumstances will VCTC be responsible for funding the Project in excess of the grant funds and the interest earned thereon.

II. CALTRANS REQUIREMENTS

The City shall note the following provisions apply to PTMISEA grants, and must take all necessary action to ensure its compliance as though it was the grantee directly.

4. Reports: Semi-annual performance reports must be prepared and submitted to VCTC no later than January 31st and July 31st, for the duration of the project performance period, or until all activities are completed and the Project is formally closed. VCTC will then forward the reports to Caltrans in time for the Caltrans deadline. The semi-annual reporting cycle will start with the December 2010 reporting cycle, and must be submitted on or before January 31, 2011. Failure to submit performance reports could result in the reduction of Project funds, termination, or suspension.

Within five (5) months of the Project becoming operable, the City shall provide to VCTC a report on actual project performance to projected project performance. Within (11) months of the Project becoming operable, the City shall provide to VCTC a report regarding the long-term benefits of the project.

5. Other Provisions: The City is subject to all policies and provisions as set forth by Caltrans with regard to the PTMISEA and all applicable laws regarding public works projects, including but not limited to, contract bid procedures and the payment of prevailing wages.
6. Grant Performance Period: Funds allocated under this grant shall be expended by July 30, 2013. Funds remaining unexpended thereafter shall revert to Caltrans.

III. OTHER PROVISIONS

3. Indemnification: The City shall protect, defend, indemnify, and hold harmless VCTC, its officers, agents, servants, and employees, from any and all liability arising out of, or caused by, any act or omission of the City or its officers, agents, or servants as a result of any act or omission by the City in its performance pursuant to this Agreement.

VCTC shall protect, defend, indemnify, and hold harmless the City, its officers, agents, servants, and employees, from any and all liability arising out of, or caused by, any act or omission of VCTC or its officers, agents, or servants as a result of any act or omission by VCTC in its performance pursuant to this Agreement.

The obligations of the City and VCTC in these indemnity provisions survive the expiration or earlier termination of this agreement.

4. Insurance: With respect to performance of work under the Project Agreement, the City shall ensure that its contractors maintain insurance as described below:

Worker's Compensation Insurance – the City's contractors shall maintain, during the life of the Project, Workers' Compensation Insurance for any contractor or subcontractor employees employed at the sites of projects. In case any class of employees engaged in work under this Agreement at the site of the Project is not protected under any Workers' Compensation law, the City shall provide or shall

cause each contractor and subcontractor to provide, adequate insurance for the protection of employees not otherwise protected. The City hereby agrees to indemnify VCTC for any damage resulting to it from failure of any City contractor or subcontractor to take out or maintain such insurance.

Public Liability and Property Damage Insurance. The City is self-insured and/or has excess insurance as allowed by law at least up to the limits provided herein. The City's contractors, if any, shall take out and maintain during the life of this Agreement such public liability and property damage insurance as shall insure VCTC, its elective and appointive boards, commissions, officers, agents, and employees, and any VCTC contractor or subcontractor performing work covered by this Agreement from claims for damages for personal injury, including death, as well as from claims for property damage which may arise from the City's or any contractors or subcontractors operations hereunder, or by anyone directly or indirectly employed by any contractor or subcontractor, and the amounts of such insurance shall be as follows:

(1) Public Liability Insurance. In an amount not less than \$2,000,000 for injuries, including, but not limited to death, to any one person and, subject to the same limit for each person, in an amount not less than \$4,000,000 on account of any one occurrence:

(2) Property Damage Insurance In an amount of not less than \$1,000,000 for damage to the property of each person on account of any one occurrence.

CITY OF SIMI VALLEY

VENTURA COUNTY TRANSPORTATION
COMMISSION

Paul Miller
Mayor

Dennis Gillette
Chairman

Approved as to Form

Approved as to Form

Mike Sedell
City Manager

Darren M. Kettle
Executive Director

Tracy M. Noonan
City Attorney

Mitchel B . Kahn
General Counsel

Attachment

PTMISEA Allocation Request
Rev. 6/09

Public Transportation Modernization, Improvement and Service Enhancement Program (PTMISEA) PROJECT DESCRIPTION AND ALLOCATION REQUEST

	Regional Entity: VCTC
Project Lead: Ventura County Transportation Commission	County: Ventura
Project Title: Simi Valley Transit CNG Fueling Facility Modernization Upgrade	

I certify the scope, cost, schedule, and benefits as identified in the attached Project Description and Allocation Request (Request) and attachments are true and accurate and demonstrate a fully funded operable project. I understand the Request is subject to any additional restrictions, limitations or conditions that may be enacted by the State Legislature, including the State's budgetary process, which may effect the amount of bond proceeds received by the project sponsor now and in the future. Project sponsors may need to consider alternative funding sources if bond proceeds are not available. In the event the project cannot be completed as originally scoped, scheduled and estimated, or the project is terminated prior to completion, project sponsor shall, at its own expense, ensure that the project is in a safe and operable condition for the public. I understand this project will be monitored by the California Department of Transportation – Division of Mass Transportation.

Name: Darren M. Kettle

Signature: [See cover letter.]

Title: Executive Director
Agency: Ventura County
Transportation Commission

Date: April 16, 2010

*If this project includes funding from more than one project sponsor, the project sponsor above becomes the "recipient agency" and the additional contributing project sponsor(s) must also sign and state the amount and type of PTMISEA funds (GC Section 8879.55(a)(2) and/or Section 8879.55(a)(3)) contribution. Sign below or **attach a separate officially signed letter providing that information.**

Name: _____

Signature: _____

Title: _____

Agency: _____

Date: _____

Amount: _____

**PTMISEA PROJECT DESCRIPTION
AND ALLOCATION REQUEST**

	7/8	8/9	9/10
Request Amount per GC 8879.55(a)(2)/PUC 99313:	\$ 1,267,149	\$	\$
Request Amount per GC 8879.55(a)(3)/PUC 99314:	\$	\$	\$
Total Project Allocation Request:	\$ 1,267,149	\$0	\$0
Project Title:	Simi Valley Transit CNG Fueling Facility Modernization Upgrade		
Project Location/Address:	490 W. Los Angeles Avenue Simi Valley, CA 93065		

Table 1: Project Lead/Recipient Agency Information			
Project Lead/ Recipient Agency:	Ventura County Transportation Commission	<i>Legislative District Numbers</i>	
Contact:	Peter De Haan	Assembly:	38
Contact Phone #:	(805) 642-1891, ext 106	Senate:	19
Email Address:	pdehaan@govventura.org	Amount: Congressional:	24
Address:	950 County Square Drive #207		Post Type: GC 8879.55(a)(2)/PUC 99313
	Ventura, CA 93003	\$1,267,149	
		\$	

Table 2: Contributing PTMISEA-Eligible Project Sponsor Information			
PTMISEA Contributors:	Amount:	Fund Type:	
Contact:	\$		
Contact Phone #:	\$		
Email Address:			
Address:			
Other	PTMISEA Contributors (Attach sheet with contact info)	Amount:	Fund Type:
		\$	
		\$	
		\$	
	TOTAL	\$1,267,149	

(*Contributing project sponsors attach signed letters of verification as to amount and eligibility or sign cover page)

Table 3: Project Category	
Check only 1 box that best fits the description of the project being funded.	
<input checked="" type="checkbox"/> Rehabilitation, Safety or Modernization Improvement	<input type="checkbox"/> Bus Rapid Transit
<input type="checkbox"/> Capital Service Enhancement or Expansion	<input type="checkbox"/> Rolling Stock Procurement: Expansion Rehabilitation Replacement
<input type="checkbox"/> New Capital Project	

Table 4: Project Summary

a) Describe the project (or minimum operable segment) for which you are applying for funds. Attach additional sheets if necessary. If the application is for the purchase of vehicles or rolling stock, please include information on number of vehicles, size, passenger count, accessibility, and fuel type:

CNG fueling station area, upgrades to 26 CNG gas dispensers, safety-related signage and painting.

b) Useful life of the Project: 15 years

Table 5: Description of Major Benefits/Outcomes

a) Please check appropriate Benefit/Outcome:

<input type="checkbox"/> Increase Ridership	by _____ %
<input checked="" type="checkbox"/> Reduce Operating/Maintenance Cost	by <u>25</u> %
<input checked="" type="checkbox"/> Reduce Emissions	by <u>25</u> %
<input checked="" type="checkbox"/> Increase System Reliability	by <u>50</u> %

b) Please summarize and describe any other benefits: In addition to the above, the upgrade/modernization of Simi Valley Transit's CNG fueling station will reduce Operating/Maintenance costs, extend the life of the CNG fueling station/equipment, improve system performance and address safety/security issues through the addition of storage vessels, a SCADA system, a Priority Sequential Panel and security fencing with key-pad controlled entry.

Table 6: Project Schedule

	Date
Begin Project Approval & Environmental Document Phase	July 1, 2010
CEQA/ Environmental Compliance	N/A
End Project Approval & Environmental Document Phase	N/A
Begin Plans, Specifications & Estimate Phase	July 28, 2010
End Plans, Specifications & Estimate Phase	August 9, 2010
Begin Right of Way Phase	September 6, 2010
End Right of Way Phase	September 13, 2010
Begin Construction Phase (Contract Award)	October 11, 2010
End Construction Phase (Contract Acceptance)	November 15, 2010
Begin Vehicle/Equipment Order (Contract Award)	November 29, 2010
End Vehicle/Equipment Order (Contract Acceptance)	December 6, 2010
Begin Closeout Phase	December 13, 2010
End Closeout Phase	December 30, 2010

Table 7: Tax Compliance Information

Is it reasonably anticipated that any money will be derived at any point in the future as a result of the project that will be paid to the State? YES NO

If yes, please describe the source of the money and provide an estimate of the amount: Estimate: _____



Item # 12

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

SUBJECT: UPDATE ON SANTA PAULA BRANCH LINE (SPBL) FUTURE MAINTENANCE OPERATIONS

RECOMMENDATION:

- Receive and file.

BACKGROUND:

For the past several months, staff has been analyzing the rail operations on the Santa Paula Branch Line (SPBL) to find out if the SPBL could be maintained in a more cost-efficient manner in order to reduce the amount of subsidy needed. Currently, there are two railroads using the SPBL - Union Pacific (UP) and Fillmore & Western (F & W).

At the Commission meeting of April 9th, a discussion of the operational and financial issues took place. The consensus of opinion was the SPBL was an asset to the Heritage Valley, and the Line should be maintained for current operations by UP and F&W as well as preserved for future service if at all possible. However, there was also acknowledgement that costs must be cut and additional revenues generated. The goal is to reduce and eventually eliminate the public funding for the Line so it is self-sustaining and so limited financial resources are not used to subsidize the SPBL at the expense of other public transit services.

The Commission also directed staff to meet with UP, F&W and the local agencies along the SPBL to explain the options. While some progress has been made in the last two months in sorting out the financial issues, work is still continuing. There follows a brief summary of the discussions that have taken place to date:

Meetings with County, Fillmore, San Buenaventura and Santa Paula:

Staff met with County Public Works Director Jeff Pratt; San Buenaventura City Manager Rick Cole; Santa Paula City Manager Jaime Fontes; and, Fillmore City Manager Yvonne Quiring to review the SPBL funding issues with them. Not surprisingly, given the financial morass local governments are in, none of these agencies has any money to put into SPBL maintenance. While all were supportive of VCTC continuing to keep the Line in operating condition, they did not have the local funding available to subsidize the maintenance expenditures at this time. Subsequently, the City of Santa Paula provided written comments to the Commission at the May 14th meeting. Staff is researching the suggestions included in the Santa Paula letter.

Fillmore & Western (F&W) Railroad:

F&W pays to lease the SPBL for its tourist and movie trains, and also, receives a monthly payment from VCTC per contract to maintain the Line between Montalvo and Piru. The agreement between VCTC and F&W is for a twenty-year period or until July 1, 2021 and can only be terminated for "cause" although "cause" is not defined in the agreement. A variety of ideas to reduce the maintenance contract cost have been discussed with F&W, and these discussions are still continuing. One idea is for F&W to basically maintain the portion of the track they use, between Fillmore and Santa Paula, in exchange for the lease revenues on that section of the track but with no other subsidy provided for this by VCTC. Although VCTC would then need to advertise for a maintenance contractor for the Montalvo to Santa Paula section of track used by UP, we might be able to get a better contract rate for this portion of the track.

Also, when reviewing the VCTC/F&W agreement, it appears VCTC might be overpaying the cost of the existing maintenance contract. The contract states the annual maintenance allowance paid to F&W shall be the lesser amount of \$312,000 or the total of the grade crossing funds and annual income derived by VCTC from its property leases. In the past, VCTC has been simply paying the monthly fee per the Commission's actions. However, we are currently compiling the past few years of data on this to see if the monthly fee is in fact less than the crossing and lease revenues. If not, then adjustments will have to be made, and hopefully, this could lower the annual maintenance contract expenses.

Union Pacific (UP) Railroad:

In summary, VCTC's agreement with UP requires the Commission maintain the tracks between Montalvo and Santa Paula without charge as long as UP runs freight on the Line. They currently have one customer, International Paper, with deliveries/pickups by rail three times a week. After meeting with representatives from UP, they acknowledged that more revenue was needed to maintain the Line. UP has agreed to open discussions with F&W to possibly establish a transloading arrangement, where the freight would be shifted from UP to F&W near Montalvo. In this type of arrangement, UP would pay F&W to transport freight to the UP customer i.e. International Paper. F&W could then market to provide other freight hauling opportunities down the SPBL corridor. It is possible additional freight customers could be added; this hasn't been a priority in the past because UP got all the revenue while VCTC shouldered all the costs. Staff will continue working with both UP and F&W on this potential new source of revenue.

To conclude, staff's recommendation for the FY 10/11 VCTC budget remains the same as in the draft budget for SPBL maintenance while the negotiations continue with UP and F&W; this should ensure the operators keep focused on the discussions. If necessary, the budget can be amended later this year to either reduce or increase the subsidy amount. Also, if progress isn't made on resolving the issues, there is always the option for the Commission to approve a formal, six-month notice of suspension of SPBL rail operations at the September 10, 2010 VCTC meeting.



Item #13

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
**SUBJECT: TRANSPORTATION DEVELOPMENT ACT,
LOCAL TRANSPORTATION FUND,
FISCAL YEAR 2010/2011 APPORTIONMENT**

RECOMMENDATION:

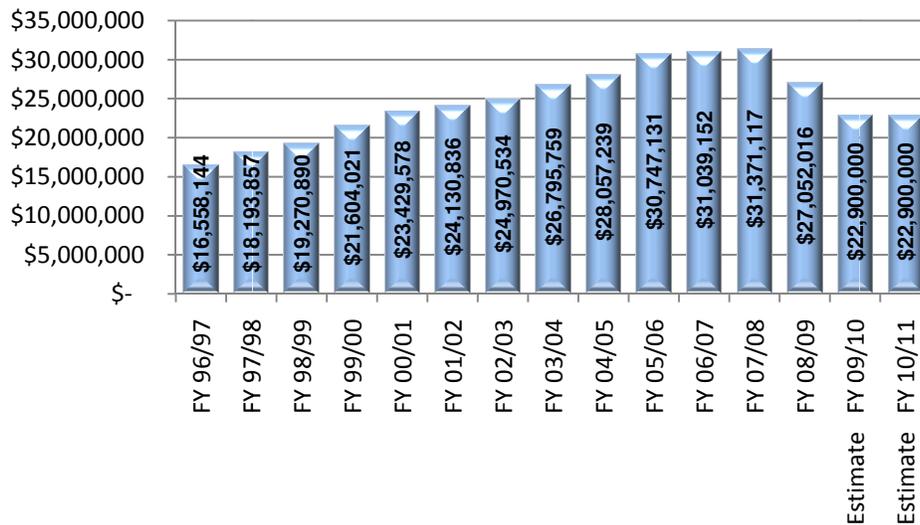
- Adopt the Local Transportation Fund Apportionment for Fiscal Year 2010/2011 as shown in Attachment 1.

BACKGROUND:

The Ventura County Transportation Commission (Commission) is responsible for apportioning the quarter cent statewide sales tax funds that accrue to Ventura County under the State Transportation Development Act (TDA) Local Transportation Fund (LTF). Eligible uses of LTF funds include Commission administration (amount determined by the Commission), County administration fees, Commission planning activities (capped at 2% of the total), bicycle and pedestrian projects (capped at 2% after administrative and planning costs are deducted) with the remainder going to fund transit and street and road projects if all transit needs are met. The Commission works with the County Auditor-Controller to determine the estimated fund balance for the upcoming fiscal year and the projected sales tax revenue. These funds are then apportioned by population and allocated throughout the fiscal year as receipts are received.

Unfortunately, LTF receipts have declined approximately \$8.4 million, or -27%, since Fiscal Year 2007/2008 (see Chart 1, Local Transportation Revenues) and at the February 2010 meeting, the Commission revised the Fiscal Year 2009/2010 apportionment downward from \$25,800,000 to \$22,900,000. It is uncertain just how long it will take the LTF receipts to stabilize and whether recovery will produce the same amount of sales tax revenues that were being received at the peak. For Fiscal Year 2010/2011, the County Auditor Controller estimates sales tax receipts will remain flat at \$22,900,000 (see Attachment 2).

**Chart 1
 Local Transportation Revenues**



Historically the Commission has maximized the amount of LTF funds provided to local jurisdictions for transit and street and road projects by utilizing other funds, primarily State Transit Assistance (STA) funds, to cover direct project costs such as Metrolink service. As an example, in Fiscal Year 2009/2010 the budget includes STA funded expenditures of \$2,730,442 for transit and rail projects. The receipt of STA revenues remain uncertain as the State initially eliminated these funds for a minimum of five years, to later reinstate the funds for Fiscal Years 2009/2010 and 2010/2011.

The apportionment was presented to the Commission at the March 5th meeting and included \$4,458,000 of Article 3 for Commission use: \$3,000,000 for Metrolink, \$458,000 for planning activities and \$1,000,000 for administrative activities. This left \$14,700 of Article 3 for the County Auditor-Controller’s administrative costs, \$428,546 of Article 3 for Bicycle and Pedestrian projects and \$17,998,754 for apportionment to Articles 4 and 8 for Transit and Street and Road projects. These numbers were preliminary as the Commission’s staff had not finished the draft budget. Furthermore, the draft estimates and distributions to the cities and County were based on the Department of Finance 2009 population numbers.

In late March the State acted to allocate \$400 million in State Transit Assistance (STA) funds with VCTC’s estimated share being \$4.4 million for Fiscal Years 2009/2010 and 2010/2011. This change had a significant impact on the VCTC Metrolink and Transportation Development Act budgets allowing additional Local Transportation Funds to flow to local agencies. At the request of Commissioner Parks and in recognition of local agencies’ budget and planning efforts, staff revised the anticipated LTF apportionment that reflected the availability of STA funds.

The Fiscal Year 2010/2011 LTF apportionment is based on the County Auditor-Controller’s prediction that receipts will remain flat. However, the revenues to be apportioned to Article 4 and 8 for the cities and the County have increased from \$17,998,754 to \$20,884,643 because the Commission is requesting \$2,891,723 less of LTF funding by reducing expenditures and a one-time funding of all but \$400,000 of rail needs out of the State Transit Assistance fund balance. The requested LTF funding for the Commission is \$1,566,277 (\$708,277 for administration, \$458,000 for planning and \$400,000 for rail purposes). The County’s administrative costs are \$14,700. The Article 3 Bicycle and Pedestrian revenues are \$434,380. The apportionment table in Attachment 1 reflects this distribution and has been updated with the Department of Finance 2010 population numbers.

The current LTF apportionment contains a contingency of \$600,000, approximately 2.6% of anticipated receipts. In the future as LTF receipts recover, staff will be recommending an increase to the contingency to provide a better buffer against revenue shortfalls and potential revised apportionments.

Attachment 1

Ventura County Transportation Commission
TDA Local Transportation Fund Apportionment
Fiscal Year 2010/2011

	FINAL FY 2010/2011 Apportionment	REVISED FY 2009/2010 Apportionment	Change vs last yr	Draft FY 09/10 Apportionment		
Estimated Unapportioned Fund Balance	600,000	792,882	-192,882	600,000		
Contingency Reserve	-600,000	-600,000	0	-600,000		
Estimated Annual LTF Receipts	22,900,000	22,900,000	0	22,900,000		
Total Funds Available	22,900,000	23,092,882	-192,882	22,900,000		
Auditor's Administrative Costs	14,700	14,200	500	14,700		
VCTC Administrative Costs	708,277	912,560	-204,283	1,000,000		
VCTC Planning Costs	458,000	461,858	-3,858	458,000		
Subtotal	21,719,023	21,704,264	14,759	21,427,300		
Article 3 Bikeway/Pedestrian Fund	434,380	434,085	295	428,546		
Subtotal	21,284,643	21,270,179	14,464	20,998,754		
Article 3 Commuter Rail	400,000	400,000	0	3,000,000		
Total to be Apportioned	20,884,643	20,870,179	14,464	17,998,754		
	FINAL FY 2010/2011 Apportionment	REVISED FY 2009/2010 Apportionment	Change vs last yr	Draft FY 09/10 Apportionment		
Article 4 and Article 8 Apportionments						
by Agency	Population	Pop %				
Camarillo	66,690	7.89%	1,648,840	1,651,207	-2,367	1,416,656
Fillmore	15,787	1.87%	390,317	390,380	-63	338,533
Moorpark	37,576	4.45%	929,027	925,738	3,289	796,797
Ojai	8,226	0.97%	203,380	203,614	-234	176,527
Oxnard	200,004	23.68%	4,944,889	4,919,175	25,714	4,218,497
Port Hueneme	21,887	2.59%	541,133	553,431	-12,298	480,537
San Buenaventura	109,946	13.02%	2,718,300	2,715,535	2,765	2,343,187
Santa Paula	30,048	3.56%	742,905	741,994	911	639,338
Simi Valley	126,902	15.02%	3,137,519	3,140,562	-3,043	2,719,703
Thousand Oaks	130,209	15.41%	3,219,280	3,209,207	10,073	2,784,483
Ventura County - Unincorporated	97,438	11.54%	2,409,053	2,419,336	-10,283	2,084,499
Total	844,713	100.00%	20,884,643	20,870,179	14,464	17,998,754

Attachment 2

CHRISTINE L. COHEN
AUDITOR-CONTROLLER
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009-1540



CHIEF DEPUTIES
LOUISE WEBSTER
SANDRA BICKFORD
BARBARA BEATTY
JOANNE McDONALD

JAN 20 2010

January 15, 2010

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

SUBJECT: LOCAL TRANSPORTATION FUND FY 2009-10 ESTIMATES

Dear Mr. Kettle:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2010-11 ranges between \$22.9 and \$23.3 million based on no current projected growth. As you are aware, projections are very uncertain given the current economic climate and state budget shortfalls. It may be prudent to budget a contingency account to be allocated midyear if projections remain strong. We will continue to review this projection as additional information becomes available and will issue a revised forecast if necessary.

On April 20, 2009, our revised projection for FY 2009-10 was \$25.8 million. This estimate is currently revised to range between \$22.9 and \$23.3 million, based on receipts continuing to be below the prior fiscal year. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$48,000 in interest will be earned by the fund during fiscal year 2009-10 and be available for allocation in the subsequent fiscal year. Any changes in the timing of allocations will affect the estimated interest amount.

Based on the revised revenue estimate of \$22.9 to \$23.3 million, budgeted allocations of \$25.8 million and interest of \$48,000, we project a LTF fund deficit at June 30, 2010 of as much as \$2.1 million (see Attachments 1A and 1B). In order to maintain a positive fund balance, allocations will need to be reduced or delayed until sufficient funds are available.

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2010-11 are \$14,700.

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

If you have any questions, please contact Joanne McDonald at (805) 654-3191.

Sincerely,

A handwritten signature in blue ink, appearing to read "Christine L. Cohen".

CHRISTINE L. COHEN
Auditor-Controller
Enclosure



Item #14A

June 4, 2010

TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MYRA MONTEJANO, TRANSIT SPECIALIST
SUBJECT: CONSIDER VISTA FY 2010/11 COST DISTRIBUTION FORMULA AND COOPERATIVE AGREEMENT

RECOMMENDATION

- Adopt local cost formula for FY 2010/2011 VISTA Hwy. 101 service.
- Approve the FY 2010/2011 VISTA Hwy. 101 Cooperative Agreement.

BACKGROUND

Each year the VISTA Committees determine formulas to allocate local costs associated with their respective VISTA services. As in past years, the formula for the current fiscal year (FY 09/10) for VISTA Hwy 101 local cost is based on the distribution of passenger boardings in each jurisdiction (based on SmartCard passenger counters during the period February 2009 through January 2010).

The following table lists cost distribution percentages for the current year and proposed distributions for FY 2009/10 using the same principle, (using Smart Card data for the period February 2009 through January 2010). The table VISTA HIGHWAY 101 BOARDINGS PER YEAR, at the end of this agenda item, lists backup information for this calculation.

PASSENGER DISTRIBUTION AND COST SHARE

Agency	FY 09/10 Proposed Formula	FY 10/11 Proposed Formula
Camarillo	34.37%	17.19%
Oxnard	16.85%	16.23%
San Buenaventura	18.89%	27.66%
Thousand Oaks	26.12%	37.28%
County	3.77%	1.64%
Total	100.0%	100.0%

Total cost for 2010-11 Route 101 service is projected to be approximately \$763,714, which is a 3.5% increase from the 2009-10 budget. Net local cost is budgeted at about \$293,092 a 10.5% increase from the current year. The increase in local cost is due to the ending the application of a pro-rated portion of the Coach America settlement agreement funds to the 101 route as shown below.

HIGHWAY 101 ROUTE SERVICE COST

	2009-10	2010-11	Percent Change
Capital Cost	\$ 442,738	\$ 458,278	3.5%
Operating Cost	\$ 295,079	\$ 305,436	3.5%
Total Contract Cost	\$ 737,817	\$ 763,714	3.5%
Federal 80% of Cap	\$ 354,191	\$ 366,622	3.5%
Fare Revenue	\$ 95,000	\$ 104,000	9.5%
Total Local Cost	\$ 288,627	\$ 293,092	1.5%
Settlement credit	\$ 22,654	\$	
Net Local Cost	\$ 265,973	\$ 293,092	10.2%

PROPOSED COOPERATIVE AGREEMENT

Continuing our practice from last year, we are proposing an amendment to extend the 2001-2002 agreement for an additional year to cover service during 2010-11.

Attached is the proposed Amendment to the VISTA Hwy 101 Agreement for the Committee's consideration (based on the cost distribution formula discussed above).

After Commission action, the agreements will be transmitted to the appropriate agencies for concurrence.

AMENDMENT (FY 2010/11)
TO COOPERATIVE AGREEMENT
FY 2001/02
VENTURA INTERCITY SERVICE TRANSIT AUTHORITY (VISTA)
HWY 101

This Amendment (FY 2010/11) to the Cooperative Agreement FY 2001/02 for VISTA Hwy 101 (“Amendment”) is made and entered into by and among the CITY OF CAMARILLO (Camarillo), the CITY OF OXNARD (Oxnard), the CITY OF SAN BUENAVENTURA (Ventura), the CITY OF THOUSAND OAKS (Thousand Oaks), the COUNTY OF VENTURA (County) and the VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC). Camarillo, Oxnard, Ventura, Thousand Oaks, and the County are collectively referred to herein from time to time as the “AGENCIES.”

This Amendment continues the VISTA Highway 101 services under the terms and conditions of the Cooperative Agreement, FY 2001/02, Ventura Intercity Service Transit Authority (VISTA) Hwy 101 (“Cooperative Agreement”), except to the extent amended hereby, for FY 2010/11.

The Cooperative Agreement is hereby amended as follows:

A. Section 3: Funding

For FY 2010/11, the required local match shall be paid by the AGENCIES as stated below.

	<u>Percent</u>	<u>Approximate Net Share*</u>
City of Camarillo	17.19%	\$ 50,378
City of Oxnard	16.23%	\$ 47,582
City of San Buenaventura	27.66%	\$ 81,067
City of Thousand Oaks	37.28%	\$ 109,262
County of Ventura	1.64%	\$ 4,803

****Excluding Credit***

B. Section 7: Meetings

Meetings of the AGENCIES and VCTC shall be held in accordance with the “Brown Act” at least once each fiscal year, and shall be held in conjunction with VCTC Board meetings. All decisions on service shall be made jointly by the AGENCIES participating in the local funding of this route, with each of the AGENCIES having one vote and majority vote ruling. The VCTC member of each of the participating AGENCIES shall be designated as a voting member.

C. (Revised) Attachment “A”- Route and Service Description- is attached and incorporated herein by this reference.

D. (Revised) Attachment “B”- Performance Reporting- is attached and incorporated herein by this reference.

Except as amended hereby, the terms and conditions set forth in the Cooperative Agreement shall remain in full force and effect.

In witness whereof, the parties hereto have executed this Agreement on the dates stated below.

CITY OF CAMARILLO

APPROVED AS TO FORM

By _____
Date

City Attorney Date

CITY OF OXNARD

APPROVED AS TO FORM

By _____
Date

City Attorney Date

CITY OF SAN BUENAVENTURA

APPROVED AS TO FORM

By _____
Date

City Attorney Date

CITY OF THOUSAND OAKS

APPROVED AS TO FORM

By _____
Date

City Attorney Date

COUNTY OF VENTURA

APPROVED AS TO FORM

By _____
Date

County Counsel Date

**VENTURA COUNTY
TRANSPORTATION COMMISSION**

APPROVED AS TO FORM

By _____
Date

General Counsel Date

ROUTE AND SERVICE DESCRIPTION

The following is a general description of the VISTA-HWY 101 service.

The route is an intercity, fixed route, express bus service along the Highway 101 corridor in Ventura County. The route includes stops at: Thousand Oaks Transit Center (Rancho Road), Oaks Mall and the Conejo Industrial Park in Thousand Oaks; Pardee Plaza, Leisure Village, Camarillo Metrolink Station, Camarillo Premium Outlets, and Carmen Plaza in Camarillo; the Esplanade Mall in Oxnard; the County Government Center, Ventura College, St. Bonaventure High School, Ventura Pier, and the Pacific View Mall (Ventura Transit Center) in Ventura.

On weekdays service will operate between approximately 6 AM and 8 PM. In the morning and afternoon peak hours, regular buses will run on approximately 60-70 minute headways. In the off-peak hours, the headways will be approximately 120 minutes. The peak hours will be defined in the final schedule, but it will be a minimum of three hours in the morning and three hours in the afternoon.

Saturday service will operate between approximately 7 AM and 7 PM, on headways ranging from 80 to 120 minutes.

The schedule will be arranged to provide timed transfers to: Thousand Oaks Transit and the VISTA-EAST service in Thousand Oaks; Camarillo Area Transit in Camarillo; South Coast Area Transit (SCAT), the VISTA-HWY 126 and VISTA Coastal Express services in Ventura, as feasible.

VISTA-HWY 101 one-way passenger fares are: \$1 for adults between 21 and 61 years of age; \$1 for youth 6 to 20 years; and 50 cents for seniors aged 62 and older and for persons with disabilities. Children 5 and under ride free if accompanied by a fare paying adult.

The SmartCard Passport fares are: adults \$40; youth \$40; seniors and persons with disabilities \$20. Purchased monthly, this passport is valid for unlimited trips on all Ventura County fixed-route public bus systems (not including inter-county service). A cash debit feature is also available.

PERFORMANCE REPORTING

On a quarterly basis, VCTC will calculate and provide operating statistics and performance indicators for Weekday service, Saturday service, and for all periods combined, for monthly, quarterly, and total year-to-date periods, to include:

- Farebox Revenues
- Farebox Recovery Ratio*
- Contractor Operating Cost
- Total Adjusted Operating Costs
- Passengers
- Total Operating Cost per Passenger
- Vehicle Service Hours
- Total Operating Cost per Vehicle Service Hour
- Passengers per Vehicle Service Hour
- Total Hours
- Vehicle Service Miles
- Passengers per Vehicle Service Mile
- Total Miles

* Farebox Recovery Ratios shown will be the adjusted ratio so that all transit systems may be compared equally. For all VISTA contract services, this means that operating costs equal the sum of operating and maintenance costs contained in each contract, or, conversely, contract costs minus all capital costs.



Item #14B

June 4, 2010

TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: MYRA MONTEJANO, TRANSIT SPECIALIST
SUBJECT: VISTA EAST COUNTY COST DISTRIBUTION FORMULA AND COOPERATIVE AGREEMENT

RECOMMENDATION

- Adopt local cost formula for FY 2010/11 VISTA East County service.
- Approve the FY 2010/11 VISTA East County Cooperative Agreement.

BACKGROUND

Each year the VISTA Committees determine formulas to allocate local costs associated with their respective VISTA services. As in past years, the formula for VISTA East County local cost for the current year (FY 10-11) is based on the populations of the cities which directly benefit from the service.

The following table lists cost distribution percentages for the current year and proposed distributions for FY 2010/11 based on 2009 calendar year California Department of Finance projections (the most current population statistics available, Moorpark- 37,086 Simi Valley- 125,814 and Thousand Oaks- 128,564).

Population Proportion and Cost Share

Agency	FY 09/10 Proposed Formula	FY 10/11 Proposed Formula
Moorpark	12.65%	12.72%
Simi Valley	43.16%	43.17%
Thousand Oaks	44.19%	44.11%
Total	100.00%	100.00%

Total cost for 2010-11 East County Route service is projected to be approximately \$700,700, which is a 3.5% increase from the 2009-10 budget. Cost increases are due to the inflation factor built into the contract. The increase in local contribution from the previous year is due to the Coach America settlement agreement funds which ended last year.

VISTA EAST COUNTY SERVICE COST

	2009-10	2010-11	Percent Change
Capital Cost	\$ 406,210	\$ 420,468	3.5%
Operating Cost	\$ 270,734	\$ 280,236	3.5%
Total Contract Cost	\$ 676,944	\$ 700,704	3.5%
Federal 80% of Cap	\$ 324,968	\$ 336,374	3.5%
Fare Revenue	\$ 65,000	\$ 83,000	27.7%
Total Local Cost	\$ 286,976	\$ 281,330	-2.0%
Settlement credit	\$ 15,820	\$	
Net Local Cost	\$ 271,155	\$ 281,330	3.75%

PROPOSED COOPERATIVE AGREEMENT

Continuing our practice from last year, we are proposing a amendment to extend the agreement for an additional year to cover service during 2010-11.

Attached is the proposed Amendment to the VISTA East County Agreement for the Committee's consideration based on the cost distribution formula discussed above.

After Commission action, the agreements will be transmitted to the appropriate agencies for concurrence.

**AMENDMENT (FY 2010/11)
TO COOPERATIVE AGREEMENT
FY 2001/02
VENTURA INTERCITY SERVICE TRANSIT AUTHORITY (VISTA)
EAST**

This Amendment (FY 2009/10) to the Cooperative Agreement FY 2001/02 VISTA East (“Amendment”) is made and entered into by and among the CITY OF MOORPARK (Moorpark), the CITY OF SIMI VALLEY (Simi Valley), the CITY OF THOUSAND OAKS (Thousand Oaks) and the VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC). Moorpark, Simi Valley and Thousand Oaks are collectively referred to herein from time to time as the “AGENCIES.”

This Amendment continues the VISTA East service, under the terms and conditions of the Cooperative Agreement, FY 2001/02, Ventura Intercity Service Transit Authority (VISTA) East (“Cooperative Agreement”), except to the extent amended hereby, for FY 2010/11.

The Cooperative Agreement is hereby amended as follows:

A. Section 3: Funding

For FY 2009/2010, the required local match shall be paid by the AGENCIES as stated below.

	<u>Percent</u>	<u>Approximate Net Share*</u>
City of Moorpark	12.72%	\$ 35,792.73
City of Simi Valley	43.17%	\$ 121,426.59
City of Thousand Oaks	44.11%	\$ 124,080.69

***Excluding Credit**

B. Section 7: Meetings

Meetings of the AGENCIES and VCTC shall be held in accordance with the “Brown Act” at least once each fiscal year, and shall be held in conjunction with VCTC Board meetings. All decisions on service shall be made jointly by the AGENCIES participating in the local funding of this route, with each of the AGENCIES having one vote and majority vote ruling. The VCTC member of each of the participating AGENCIES shall be designated as a voting member.

C. (Revised) Attachment “A”- Route and Service Description- is attached and incorporated herein by this reference.

D. (Revised) Attachment “B”- Performance Reporting- is attached and incorporated herein by this reference.

Except as amended hereby, the terms and conditions set forth in the Cooperative Agreement shall remain in full force and effect.

In witness whereof, the parties hereto have executed this Agreement on the dates stated below.

CITY OF MOORPARK

APPROVED AS TO FORM

By _____
Date

City Attorney Date

CITY OF SIMI VALLEY

APPROVED AS TO FORM

By _____
Date

City Attorney Date

CITY OF THOUSAND OAKS

APPROVED AS TO FORM

By _____
Date

City Attorney Date

**VENTURA COUNTY TRANSPORTATION
COMMISSION**

APPROVED AS TO FORM

By _____
Date

General Counsel Date

ROUTE AND SERVICE DESCRIPTION

The following is a general description of the VISTA-EAST COUNTY service, which may be revised and/or adjusted during the fiscal year by agreement of the AGENCIES.

The route is an intercity, fixed route, express bus service in eastern Ventura County with connections to adjacent Los Angeles County. The route includes stops at: Thousand Oaks Transit Center (Rancho Road), Oaks Mall, Westlake Boulevard/Townsgate Road and the Thousand Oaks Library in Thousand Oaks; the Simi Valley Town Center in Simi Valley; Moorpark College, and the Moorpark Metrolink Station in Moorpark.

On weekdays, service will operate between approximately 6 AM and 7 PM. In the morning and evening peak hours, the buses will run on approximately 60-minute headways. In the off-peak hours, the headways may increase to approximately 120 minutes. The peak hours will be a minimum of three hours in the morning and three hours in the afternoon.

Saturday service will operate between approximately 7 AM and 6 PM. The buses will run on approximately 60-minute headways. In the off-peak hours, the headways may increase to approximately 120 minutes. The peak hours will be defined in the final schedule, but it will be a minimum of three hours in the morning and three hours in the afternoon.

The schedule will be arranged to provide timed transfers with local and intercounty transit providers such as the Simi Valley Transit (which provides connecting access to the Simi Metrolink Station); Thousand Oaks Transit, the VISTA-101/Conejo Connection service, Moorpark Transit, and Los Angeles MTA as feasible.

VISTA EAST one-way passenger fares are: \$1 for adults between 21 and 61 years of age; \$1 for youth 6 to 20 years; and 50 cents for seniors aged 62 and older and for persons with disabilities. Children 5 and under ride free if accompanied by fare paying adult.

The SmartCard Passport fares are: adults \$40; youth \$40; seniors and persons with disabilities \$20. Purchased monthly, this passport is valid for unlimited trips on all Ventura County fixed-route public bus systems (not including inter-county service). A cash debit feature is also available.

PERFORMANCE REPORTING

On a quarterly basis, VCTC will calculate and provide operating statistics and performance indicators for Weekday service, Saturday service, and for All Periods combined, for monthly, quarterly, and total year-to-date periods, to include:

- Farebox Revenues
- Farebox Recovery Ratio*
- Contractor Operating Cost
- Total Adjusted Operating Costs
- Passengers
- Total Operating Cost per Passenger
- Vehicle Service Hours
- Total Operating Cost per Vehicle Service Hour
- Passengers per Vehicle Service Hour
- Total Hours
- Vehicle Service Miles
- Passengers per Vehicle Service Mile
- Total Miles

* Farebox Recovery Ratios shown will be the adjusted ratio so that all transit systems may be compared equally. For all VISTA contract services, this means that operating costs equal the sum of operating and maintenance costs contained in each contract, or, conversely, contract costs minus all capital costs.



Item #14C

June 4, 2010

TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: MYRA MONTEJANO, TRANSIT SCECIALIST
VICTOR KAMHI, BUS DIRECTOR**

SUBJECT: VISTA HWY 126 AND DIAL-A-RIDE COST DISTRIBUTION FORMULA AND COOPERATIVE AGREEMENT

RECOMMENDATION

- Adopt local cost formula for FY 2010/2011 VISTA Hwy. 126, Fillmore and Santa Paula DAR services base on a constrained budget and reduced hours of service.
- Approve the FY 2010/2011 VISTA Hwy. 126, Fillmore and Santa Paula Cooperative Agreement.
- Amend the Cooperative Agreement to allow member agencies to purchase additional services

DISCUSSION:

Each year the VISTA Committees determine formulas to allocate local costs associated with their respective VISTA services. For the current fiscal year (FY 09/10) the local cost formulas for VISTA Fillmore and Santa Paula Dial-a-Rides are based on a 1/3, 1/3, 1/3 split between the County, City of Fillmore and City of Santa Paula. Based on current projections of available Transportation Development Act (TDA) funding, the City of Fillmore does not have sufficient funds to provide funding for the existing level of service on the Dial-a-Rides. Because of this, a constrained budget and reduced level of service is recommended for adoption and included in the proposed Cooperative Agreement. At the same time, one or more of the member agencies may want to provide specific additional service and fund the local share from additional jurisdiction revenues. To allow this, a amendment has been added to **Section 3: Funding** of the proposed FY 2010/11 Cooperative Agreement.

An illustrative status quo budget for the VISTA Heritage Valley Dial-A-Rides is also included in this staff report.

For the VISTA 126 Route, San Buenaventura's share has historically been based on the percent of residents of that city who have used the 126 bus. Santa Paula and the County each pay 1/3, and Fillmore pays the balance, in the following table we have used our most recent data from our 2009 on-board surveys, which indicate that 7.5% of the 126 passengers lived in Ventura.

The following tables list cost distribution percentages for the current year and recommended distributions for FY 20010/11:

HIGHWAY 126 COST DISTRIBUTION

Agency	FY 09/10 Adopted Formula	FY 10/11 Recommended Formula
Fillmore	28.58%	25.84%
Ventura	4.75%	7.5%
Santa Paula	33.33%	33.33%
County	33.33%	33.33%
Total	100.00%	100.00%

**SANTA PAULA AND FILLMORE DIAL A RIDES COST
 DISTRIBUTION**

Agency	FY 09/10 Adopted Formula	FY 10/11 Recommended Formula
Fillmore	33.33%	33.33%
Santa Paula	33.33%	33.33%
County	33.33%	33.33%
Total	100.00%	100.00%

Total Cost for 2010-11 Route 126 service is projected to be approximately \$814,063, which is about a 3.5% increase from the current year budget. The net local cost is projected to increase by about 7% because, last year's costs were reduced due to a one time Coach America settlement agreement funds to the 126 route ending last year.

VISTA 126 SERVICE COST

	2009-10	2010-11	% Change
Capital Cost	\$ 471,926	\$ 488,490	3.5%
Operating Cost	\$ 314,533	\$ 325,572	3.5%
Total Contract Cost	\$ 786,459	\$ 814,063	3.5%
Federal 80% of Cap	\$ 377,541	\$ 390,792	3.5%
Fare Revenue	\$ 140,000	\$ 189,000	35.0%
Total Local Cost	\$ 268,918	\$ 234,271	-12.9%
Settlement credit	\$ 49,963	\$	
Net Local Cost	\$ 218,955	\$ 234,271	7.0%

Total cost for the Santa Paula and Fillmore dial-a-rides will increase by about 3.8% and net local costs are projected to increase (3.5%) due to our contract cost increase.

VISTA HERITAGE VALLEY DIAL-A-RIDES SERVICE COST (Constrained budget)

	2009-10	2010-11	% Change
Capital Cost	\$ 1,283,458	\$ 1,331,716	3.8%
Operating Cost	\$ 968,386	\$ 1,004,798	3.8%
Total Contract Cost	\$ 2,251,845	\$ 2,336,514	3.8%
Federal 80% of Cap	\$ 1,026,766	\$ 1,064,130	3.6%
Fare Revenue	\$ 140,000	\$ 149,000	6.4%
Net Local Cost	\$ 1,085,078	\$ 1,123,984	3.5%

**VISTA HERITAGE VALLEY DIAL-A-RIDES SERVICE COST
 (Existing service level budget alternative)**

	2009-10	2010-11	% Change
Capital Cost	\$ 1,283,458	\$ 1,226,737	-4.4%
Operating Cost	\$ 968,386	\$ 925,665	-4.4%
Total Contract Cost	\$ 2,251,845	\$ 2,152,401	-4.4%
Federal 80% of Cap	\$ 1,026,766	\$ 1,064,130	3.6%
Fare Revenue	\$ 140,000	\$ 149,000	6.4%
Net Local Cost	\$ 1,085,078	\$ 939,271	-13.4%

PROPOSED COOPERATIVE AGREEMENT

Continuing our practice from last year, we are proposing an amendment to extend the agreement for an additional year to cover service during 2010-11.

Attached is the proposed Amendment to the VISTA Hwy 126 Agreement for the Committee's consideration based on the costs and cost distribution formulas discussed above.

After Commission action, the agreements will be transmitted to the appropriate agencies for concurrence.

**AMENDMENT (FY 2010/11)
TO COOPERATIVE AGREEMENT
FY 2001/02
VENTURA INTERCITY SERVICE TRANSIT AUTHORITY (VISTA)
HIGHWAY 126 ROUTE, FILLMORE, SANTA PAULA DIAL-A-RIDES**

This Amendment (2010-11) to the Cooperative Agreement FY 2001/02 for VISTA Highway 126 Route, Fillmore, Santa Paula Dial-a-Rides (“Amendment”) is made and entered into by and among the CITY OF FILLMORE (Fillmore), the CITY OF SAN BUENAVENTURA (Ventura), the CITY OF SANTA PAULA (Santa Paula), the COUNTY OF VENTURA (County) and the VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC). Fillmore, San Buenaventura, Santa Paula and the County are collectively referred to herein from time to time as the “AGENCIES.”

This Amendment continues the VISTA 126 Route, Fillmore and Santa Paula Dial-a-Ride services under the terms and conditions of the Cooperative Agreement, FY 2001/02, Ventura Intercity Service Transit Authority (VISTA) Highway 126, Fillmore, Santa Paula Dial-a-Rides (“Cooperative Agreement”), except to the extent amended hereby, for FY 2010-11.

The Cooperative Agreement is hereby amended as follows:

A. Section 3: Funding

For FY 2010-11, the required local match shall be paid by the AGENCIES based on funding shares per jurisdiction as follows:

	<u>Percent</u>	<u>Approximate Net Share*</u>
Fillmore	33.33 % of DAR’s, 25.84 % of Route 126 bus	\$ 373,594
Ventura	7.5 % of Route 126 bus only	\$ 17,570
Santa Paula	33.33 % of 126 bus and both DAR’s	\$ 391,141
County	33.33 % of 126 bus and both DAR’s	\$ 391,141

***Excluding Credit**

If a member agency acts to increase service levels for their jurisdiction, they can request VCTC increase the service and the budget based on a increase in funding.

B. Section 7: Meetings

Meetings of the AGENCIES and VCTC shall be held in accordance with the “Brown Act” at least once each fiscal year, and shall be held in conjunction with VCTC Board meetings. All decisions on service shall be made jointly by the AGENCIES participating in the local funding of this route, with each of the AGENCIES having one vote and majority vote ruling. The VCTC member of each of the participating AGENCIES shall be designated as a voting member.

C. (Revised) Attachment “A”- Route and Service Description- is attached and incorporated herein by this reference.

D. (Revised) Attachment “B”- Performance Reporting- is attached and incorporated herein by this reference.

Except as amended hereby, the terms and conditions set forth in the Cooperative Agreement shall remain in full force and effect.

In witness whereof, the parties hereto have executed this Agreement on the dates stated below.

CITY OF FILLMORE

APPROVED AS TO FORM

By _____
Date

City Attorney Date

CITY OF SAN BUENAVENTURA

APPROVED AS TO FORM

By _____
Date

City Attorney Date

CITY OF SANTA PAULA

APPROVED AS TO FORM

By _____
Date

City Attorney Date

COUNTY OF VENTURA

APPROVED AS TO FORM

By _____
Date

County Counsel Date

**VENTURA COUNTY TRANSPORTATION
COMMISSION**

APPROVED AS TO FORM

By _____
Date

General Counsel Date

ROUTE AND SERVICE DESCRIPTION

The following is a general description of the VISTA-HWY 126 and VISTA Fillmore and Santa Paula DAR's, and may be revised and/or adjusted during the fiscal year by agreement of the AGENCIES.

VISTA Hwy 126 Service

The VISTA Hwy 126 service is an intercity, fixed route, express bus service along the State Route 126 corridor between Fillmore, Santa Paula and San Buenaventura. The route includes stops at: Fillmore Senior Center in Fillmore; Santa Paula City Hall and K-Mart Park and Ride in Santa Paula; and Wells Center, County Government Center, Ventura College, St. Bonaventure High School, the County Medical Center, Ventura Pier and the Pacific View Mall (Ventura Transit Center) in Ventura.

On weekdays service will operate between approximately 6 AM and 8 PM. In the morning and afternoon peak hours, regular buses will run on approximately 60-70 minute headways. Morning service will be supplemented with a third bus. In the off-peak hours, the headways may increase to approximately 120 minutes. The peak hours will be defined in the final schedule, but it will be a minimum of three hours in the morning and three hours in the afternoon.

Saturday and Sunday service will operate between approximately 8 AM and 6 PM. In the morning and evening peak hours, the buses will run on approximately 60-70 minute headways. In the off-peak hours, the headways may increase to approximately 120 minutes. The peak hours will be defined in the final schedule, but it will be a minimum of three hours in the morning and three hours in the afternoon.

The schedule will be arranged to provide timed transfers to local and intercounty transit providers such as Santa Paula and Fillmore Dial-a-Rides, the VISTA 101, VISTA Coastal Express, VISTA Conejo Connection and SCAT, as feasible.

Fillmore/Piru Area and Santa Paula Dial-a-Ride Services

General public dial-a-ride service operates from a dispatch center located in the City of Fillmore for (1) Fillmore and the nearby unincorporated communities, such as Piru, Bardsdale and the Rancho Sespe Housing Development, and (2) Santa Paula and surrounding unincorporated areas. Service for the Fillmore DAR is provided weekdays between the hours of 6:00 AM and 8:00 PM on demand (within 60 minutes of the call being received) and Saturdays and Sundays between 7:00 AM and 6:00 PM. Service for the Santa Paula DAR will operate weekdays between 6:00 AM and 7:30 PM and Saturdays and Sundays between 8:00 AM and 5:30 PM. Trip reservations can be made up to a week in advance.

The general service boundaries for the DAR services, which may be adjusted from time to time by COMMISSION, are as follows: Fillmore DAR service will include the Fillmore City limits, Old Telegraph Road/Grand Avenue on the west; Grand Avenue/Bridge Street on the north; the communities of Piru and Rancho Sespe Housing Development to the east; and the community of Bardsdale on the south. The general service boundaries for the Santa Paula Commuter Bus and Santa Paula DAR service are the Santa Paula City limits and adjacent unincorporated areas and including the Mupu and Briggs Schools to the west.

The Fillmore DAR will be routed by the Fillmore Senior Center (Community Building) to meet the intercity, fixed route express bus service. The Santa Paula DAR will be routed by the Santa Paula City Hall and K-Mart each for transfer coordination to the intercity, fixed route express bus service. Reservations are not needed for transfers from the fixed route to the DAR's at the Fillmore Senior Center, Santa Paula City Hall and Santa Paula K-Mart. This Dial-a-Ride will also make stops at businesses en route.

FARES

VISTA-HWY 126 one-way passenger fares are: \$1 for adults between 21 and 61 years of age; \$1 for youth 6 to 20 years; and 50 cents for seniors aged 62 and older and for persons with disabilities. Children 5 and under ride free if accompanied by fare paying adult. VISTA-operated Dial-a-Ride fares are \$1.50. The fare includes one transfer to VISTA intercity service.

The SmartCard Passport fares are: adults \$40; youth \$40; seniors and persons with disabilities \$20. Purchased monthly, this passport is valid for unlimited trips on all Ventura County fixed-route public bus systems (not including inter-county service). A cash debit feature is also available. For an additional 50 cents per trip, holders of the base pass may use the Dial-A-Rides, except on systems where this offer is not valid.

The Dial-a-Ride monthly Passport fares are: adults \$56; students \$56; seniors and persons with disabilities \$36. These fares include Dial-a-Ride and fixed route transportation within Ventura County. A monthly pass for Dial-a-Ride service only is available for \$16. A day pass can also be purchased from the drivers or from the FATCO office in Fillmore at a cost of \$3.00. The pass can be used for an unlimited number of trips on the Fillmore DAR, Santa Paula DAR and Hwy 126 buses that day.

PERFORMANCE REPORTING

On a quarterly basis, VCTC will calculate and provide operating statistics and performance indicators for Weekday service, Saturday service, and for All Periods combined, for monthly, quarterly, and total year-to-date periods, to include:

- Farebox Revenues
- Farebox Recovery Ratio*
- Contractor Operating Cost
- Total Adjusted Operating Costs
- Passengers
- Total Operating Cost per Passenger
- Vehicle Service Hours
- Total Operating Cost per Vehicle Service Hour
- Passengers per Vehicle Service Hour
- Total Hours
- Vehicle Service Miles
- Passengers per Vehicle Service Mile
- Total Miles

* Farebox Recovery Ratios shown will be the adjusted ratio so that all transit systems may be compared equally. For all VISTA contract services, this means that operating costs equal the sum of operating and maintenance costs contained in each contract, or, conversely, contract costs minus all capital costs.



Item #15

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

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

SUBJECT: PROPOSED FISCAL YEAR 2010/2011 BUDGET

RECOMMENDATION:

- Adopt the Fiscal Year 2010/2011 Budget.
- Include in the adoption of the Fiscal Year 2010/2011 Budget, the State Transit Assistance Advance to Simi Valley for Compressed Natural Gas (CNG) Fueling Facility item in the amount of \$1,267,149, if approved by the Commission.

DISCUSSION

VCTC staff respectfully submits for Commission consideration, the proposed Fiscal Year 2010/2011 Ventura County Transportation Commission Annual Budget. The Fiscal Year 2010/2011 Annual Budget is a balanced budget and minimizes impacts to vital transportation projects and programs.

The Fiscal Year 2010/2011 Budget is divided into two main sections: the Main Budget and the Program Task Budgets. The Main Budget contains the program overviews and projections and is intended to provide a general understanding of VCTC's budgeted activities and programs for the coming fiscal year. The Program Task Budgets contains task level detail of the projects including objectives and accomplishments, all costs including staff resources and non-staff costs. This task driven budget is designed to provide fiscal accountability and transparency of VCTC's programs and services to the region.

As proposed, the total expenditures for the Fiscal Year 2010/2011 budget are \$74,654,239, a decrease of \$1,428,352, or 1.9%, from Fiscal Year 2009/2010. The proposed budget contains six programs consisting of the Transit and Transportation program at \$16,336,463, the Highway program at \$4,845,600, the Rail program at \$3,427,580, the Planning and Programming program at \$23,343,503 and the General Government program at \$26,190,376. The Fiscal Year 2010/2011 is a balanced budget with an estimated combined ending fund balance of \$7,994,708.

June 4, 2010

Item #15

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The budget can be characterized in many ways as a “continuation” budget of current programs, but does include several cost-cutting measures in recognition of the challenging financial times including a major change in the Santa Paula Branch Line task as the budget proposes funding only seven months of the ongoing maintenance contract and a reduction in staffing the management of the Santa Paula Branch Line. The budget contains no new projects at this time but budget tasks have been restructured or eliminated from the Fiscal Year 2009/2010 Budget as follows:

- The Clerk of the Board, Office Services Management and Information Technology budget tasks have been incorporated into the Management and Administrative budget task.
- The Financial Management budget task has been split between the Management and Administrative budget task and a debt service budget task.
- Major projects that include the Santa Paula Mill and Depot Rehabilitation and the Santa Paula Branch Line Trackwork projects were completed in Fiscal Year 2009/2010.

The budget has no “cost of living adjustments” factored in to personnel costs but does allow for some flexibility to provide merit-based increase for employees that have not reached the top of their salary range. The budget does include a 75% reduction in hours for the retired annuitant who in the past has worked on special projects related to the Santa Paula Branch line and Freight Movement programs. Personnel costs for Fiscal Year 2010/2011 are budgeted at \$2,413,000 or 3.2% of the budget which is a 1% decrease from the previous year.

The Draft Budget was submitted to the Commission at the April meeting. As the Draft Budget was being released for review, the State acted to allocate \$400 million in State Transit Assistance (STA) funds with VCTC's estimated share being \$4.4 million for Fiscal Years 2009/2010 and 2010/2011. This change had a significant impact on the VCTC Metrolink and Transportation Development Act budgets allowing additional Local Transportation Funds to flow to local agencies. At the request of Commissioner Parks and in recognition of local agencies' budget and planning efforts, staff revised the Fiscal Year 2010/2011 Draft Budget and anticipated LTF apportionment to reflect the availability of STA funds.

Additional changes have been made since the Fiscal Year 2010/2011 Draft Budget was presented. Details of the changes can be found in the program summaries and individual budget tasks but the major changes that occurred are:

- Recognizes carry-over funding from the Fiscal Year 2009/2010 budget for the Marketing and Community Outreach, Smartcard and Regional Transportation Planning budget tasks for projects carried-forward from Fiscal Year 2009/2010.
- Increases to the Nextbus and Transit Grant Administration budget tasks for Commission approved line items.
- Decreases to the Metrolink and VISTA Fixed Route Bus Service budget tasks for reductions in service.

After the budget was prepared, Simi Valley staff requested assistance from VCTC in funding the construction of the Simi Valley Compressed Natural Gas (CNG) fueling facility. VCTC staff devised a plan to assist Simi Valley and will present this proposal as a separate item prior to hearing the VCTC Fiscal Year 2010/2011 budget. If approved by the Commission, staff recommends including funding for this in the Adopted Fiscal Year 2010/2011 budget.

The proposed budget was submitted to the Finance Committee for review with Chairman Gillette and Immediate Past Chairman Long present at the May 25th, 2010 meeting. As required by the VCTC Administrative Code, a public hearing will be held as part of the formal presentation of the proposed Budget at the Commission meeting in June. The proposed Fiscal Year 2010/2011 Budget is a separate attachment to the agenda. After the Fiscal Year 2010/2011 budget is approved by the Commission, the budget will be printed and copies made available to the public as well as available on the VCTC website, www.goventura.org.



Item # 16

June 4, 2010

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION/VENTURA COUNTY AIRPORT LAND USE COMMISSION

FROM: STEVE DEGEORGE, PLANNING & TECHNOLOGY DIRECTOR

SUBJECT: CAMARILLO AIRPORT MASTER PLAN UPDATE

RECOMMENDATION:

- The Ventura County Transportation Commission acting as the Ventura County Airport Land Use Commission find that the Camarillo Airport Master Plan (CAMP) update to be consistent with the Airport Comprehensive Land Use Plan (ACLUP) for Ventura County.
- The Ventura County Transportation Commission acting as the Ventura County Airport Land Use Commission, direct the Executive Director to transmit the Commission's findings to the Ventura County Department of Airports.

BACKGROUND:

The Airport Land Use Commission (ALUC) is responsible for the preparation and monitoring of an Airport Comprehensive Land Use Plan (ACLUP) which identifies appropriate land uses around Ventura County's airports. The ALUC is also responsible for reviewing and commenting on proposed changes to airport master plans. In July of 2000, the Ventura County Transportation Commission acting as the ALUC adopted the current Airport Comprehensive Land Use Plan against which proposed projects are reviewed for consistency.

The Ventura County Department of Airports has requested a consistency review for an update to the Camarillo Airport Master Plan (CAMP). Director of Airports, Mr. Todd McNamee, will present an overview of the CAMP at the Commission meeting. The complete CAMP and the accompanying environmental documents can be found on the Department of Airports web site located at:

<http://portal.countyofventura.org/portal/page/portal/airports/Camarillo%20Airport/Camarillo%20Master%20Plan>

DISCUSSION:

In December 1996, the Ventura County Board of Supervisors approved the Camarillo Airport Master Plan (CAMP) and in November 1999 certified the Environmental Impact Report for the Camarillo Airport. The Department of Airports contracted with Coffman Associates to assist in the update to the previously adopted CAMP. The 2010 CAMP was generated using the 1996 plan as a benchmark. The 2010 CAMP reflects revised aviation forecasts and modified development strategies for the airport based on the revised forecasts.

Summary of the Update

The revised CAMP:

1. is consistent with the adopted Department of Airports Mission Statement;
2. forecasts an increase in aircraft operations consistent with national forecasts for the same planning periods;
3. forecasts aircraft operations that are less than those found in the previously adopted documents;
4. forecasts that the existing capacity of the airport is expected to meet the demand on facilities with the addition of a parallel taxiway from taxiway A to Taxiway E; and
5. includes the possibility of a parallel runway in the long term development if the demand were present to warrant this project;
6. recommends the development of hangars; and
7. provides for access to the northeast corner of the airport from Las Posas Road (right turn in-out only).

PLANNING PROCESS

The Department of Airports created a Planning Advisory Committee (PAC) to serve as an advisory body for the CAMP document revisions. The PAC membership was designed to represent the communities surrounding the airport, citizens with aviation interests, and essential governmental entities. The PAC members represented the City of Camarillo, the Camarillo Airport Authority, Ventura County Transportation Commission/Airport Land Use Commission (VCTC/ALUC), Federal Aviation Administration (FAA), State of California Department of Transportation – Aeronautics Division (Caltrans), Camarillo Hangars Owners Association and airport users, Aeronautical Service Providers, and the Ventura County Aviation Advisory Commission. Since its formation, the PAC met three times: July 17, 2008, November 20, 2008, and June 11, 2009. Since that time, Department of Airport staff and Coffman Associates have been addressing the CEQA environmental review associated with the CAMP.

The CAMP revision was developed in three phases. Phase one reviewed an inventory of facilities on the airport and revised the forecasts for the airport's future Ventura County demands and examined airfield capacity and future facility requirements. Phase two revised alternatives that could be used to handle current and future demands. In the third and final phase, the consultant, Coffman Associates, prepared airport plans to accommodate future development needs and outlined financial requirements. During the three PAC meetings each phase was presented to the PAC for input. Following each meeting, the consultant evaluated the comments and incorporated changes where needed.

Staff has found the Camarillo Airport Master Plan update to be consistent with the Comprehensive Airport Land Use Plan and with the Aviation Appendix of the 2008 Regional Transportation Plan (RTP). Additionally, the Federal Aviation Administration's representative to the CAMP planning advisory committee accepted the CAMP forecasts for aircraft operations. Staff is therefore recommending that the Commission acting as the Airport Land Use Commission find the 2010 Camarillo Airport Master Plan consistent with the ACLUP and direct the Executive Director to transmit the Commission's findings to the Department of Airports.