



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

[www.goventura.org](http://www.goventura.org)

## **AGENDA\***

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

**CAMARILLO CITY HALL  
601 CARMEN DRIVE  
CAMARILLO, CA  
FRIDAY, FEBRUARY 3, 2012  
9:00 AM**

*In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Commission meeting, please contact the Clerk of the Board at (805) 642-1591 ext 101. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.*

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**
- 4. PUBLIC COMMENTS** – *Each individual speaker is limited to speak three (3) continuous minutes or less. The Commission may, either at the direction of the Chair or by majority vote of the Commission, waive this three minute time limitation. Depending on the number of items on the Agenda and the number of speakers, the Chair may, at his/her discretion, reduce the time of each speaker to two (2) continuous minutes. In addition, the maximum time for public comment for any individual item or topic is thirty (30) minutes. Also, the Commission may terminate public comments if such comments become repetitious. Speakers may not yield their time to others without the consent of the Chair. Any written documents to be distributed or presented to the Commission shall be submitted to the Clerk of the Board. This policy applies to Public Comments and comments on Agenda Items.*

*Under the Brown Act, the Board should not take action on or discuss matters raised during Public Comment portion of the agenda which are not listed on the agenda. Board members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.*

5. [APPROVE SUMMARY FROM JANUARY 6, 2012 JOINT VCTC/COG MEETING- PG.5](#)

6. **CALTRANS REPORT**

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

7. **COMMISSIONERS / EXECUTIVE DIRECTOR REPORT**

This item provides the opportunity for the commissioners and the Executive Director to report on attended meetings/conferences and any other items related to Commission activities.

8. **ADDITIONS/REVISIONS** – *The Commission may add an item to the Agenda after making a finding that there is a need to take immediate action on the item and that the item came to the attention of the Commission subsequent to the posting of the agenda. An action adding an item to the agenda requires 2/3 vote of the Commission. If there are less than 2/3 of the Commission members present, adding an item to the agenda requires a unanimous vote. Added items will be placed for discussion at the end of the agenda.*

9. **CONSENT CALENDAR**

*All matters listed under the Consent Calendar are considered to be routine and will be enacted by one vote. There will be no discussion of these items unless members of the Commission request specific items to be removed from the Consent Calendar for separate action.*

9A. [MONTHLY BUDGET REPORT – PG.9](#)

**Recommended Action:**

Receive and file

**Responsible Staff:** Sally DeGeorge

9B. [RAIL OPERATIONS UPDATE – PG. 15](#)

**Recommended Action:**

Receive and file

**Responsible Staff:** Mary Travis

9C. [LEGISLATIVE UPDATE – PG.19](#)

**Recommended Action:**

Receive and file

**Responsible Staff:** Peter De Haan

9D. [AMEND MIG CONTRACT FOR COUNTYWIDE TRANSIT STUDY – PG.23](#)

**Recommended Action:**

- Approve amendment #1 to consultant services agreement with MIG, Inc. for Countywide Transit planning activities, increasing the contract by \$30,000.
- Amend the VCTC Regional Transit Planning budget, increasing expenditures and revenues in the amount of \$30,000 with revenues funded from State Transit Assistance Funds (STAF) fund balance.

**Responsible Staff:** Vic Kamhi

9E. [LIZARRAGA RAIL CLAIM – PG.27](#)

***Recommended Action:***

Deny the claim of Yolanda Lizarraga and Gilberto Lizarraga.

**Responsible Staff:** Mary Travis

9F. [APPROVE FISCAL YEAR \(FY\) 2011/12 JOBS ACCESS REVERSE COMMUTE PROGRAM OF PROJECTS – LAPSING FUNDS – PG.29](#)

***Recommended Action:***

Approve the attached Program of Projects (POP) to allocate \$61,679 in potentially lapsing Section 5316 Jobs Access / Reverse Commute (JARC) Oxnard/Ventura Urban Area funds, for The Purpose of Mobility Management (including Travel Training) to Mobility Management Partners Inc.

**Responsible Staff:** Peter De Haan

9G. [2013 \(FY 2012/13 – 2017/18\) FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM \(FTIP\) FINANCIAL RESOLUTION – PG.31](#)

***Recommended Action:***

Adopt attached resolution certifying that there are sufficient financial resources to fund projects in the 2013 Federal Transportation Improvement Program (TIP).

**Responsible Staff:** Stephanie Young

9H. [SANTA PAULA BRANCH LINE RIGHT-OF-WAY DONATION AGREEMENT – PG.35](#)

***Recommended Action:***

- Approve Trail Easement Deed and Right-Of-Way Donation to VCTC from Cabrillo Economic Development Corporation (CEDC) for the purposes of construction and operation of a multipurpose public recreational trail along the Santa Paula Branch Line in the City of Santa Paula.
- Authorize the Executive Director to sign the documents on behalf of the Commission.

**Responsible Staff:** Mary Travis

9I. [CALTRANS JOBS ACCESS/REVERSE COMMUTE \(JARC\) AND NEW FREEDOM CALL FOR PROJECTS – PG.43](#)

***Recommended Action:***

Receive and file

**Responsible Staff:** Stephanie Young

9J. [NEXTBUS CONTRACT AMENDMENT – PG.47](#)

***Recommended Action:***

Approve a contract amendment with Nextbus, Inc. to add the Ojai Trolley to the current contract Including all required equipment, maintenance and service at a cost not to exceed \$94,000 funded through the Federal Transit Administration with State Transit Assistance and Local Transportation Funds as the required local match.

**Responsible Staff:** Steve DeGeorge

9K. [2012 REGIONAL TRANSPORTATION PLAN/SUSTAINABLE COMMUNITIES STRATEGY COMMENTS – PG.51](#)

***Recommended Action:***

The Commission receive and file an update of staff comments on the Southern California Association of Governments' (SCAG) Regional Transportation Plan (RTP).

**Responsible Staff:** Steve DeGeorge

10. [TRANSPORTATION DEVELOPMENT ACT \(TDA\), LOCAL TRANSPORTATION FUND \(LTF\)  
DRAFT APPORTIONMENT FOR FISCAL YEAR 2012/2013 – PG.53](#)

***Recommended Action:***

Adopt the Local Transportation Fund Draft Apportionment for Fiscal Year 2012/2013 apportioning \$29.23 million as shown in Attachment 1.

**Responsible Staff: Sally DeGeorge**

11. [REVISED FUNDING FOR OXNARD PROJECTS – PG.57](#)

***Recommended Action:***

Reprogram \$1,462,212 in Proposition 1B Trade Corridor Infrastructure Fund money from the Rice/101 Interchange Improvement to the Hueneme Road Widening, and reprogram \$1,462,212 in Surface Transportation Program funds from the Hueneme Road Widening to the Del Norte Boulevard Resurfacing.

**Responsible Staff: Peter De Haan**

12. [VENTURA COUNTY BIKEWAYS MAP – PG.59](#)

***Recommended Action:***

The Commission receive and file a presentation of the Ventura County Bikeways Map and smartphone applications.

**Responsible Staff: Steve DeGeorge**

13. [AMTRAK PACIFIC SURFLINER PASSENGER RAIL OPERATIONS SELF-GOVERNANCE AND  
ADMINISTRATION INITIATIVE – PG.61](#)

***Recommended Action:***

Support in concept self-governance and administration of State-funded Amtrak Pacific Surfliner passenger rail operations on the southern California Coast Main Line corridor.

**Responsible Staff: Mary Travis**

14. [REPORT OF THE REGIONAL TRANSIT STUDY STEERING COMMITTEE - DIRECTION AND  
POLICY ISSUES FOR FURTHER CONSIDERATION – PG.63](#)

***Recommended Action:***

- Receive the report from the Steering Committee.
- Provide direction to the steering committee and staff.

**Responsible Staff: Vic Kamhi**

15. **GENERAL COUNSEL'S REPORT**

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

16. **AGENCY REPORTS**

17. **CLOSED SESSION**

18. **ADJOURN**

The next Commission meeting is scheduled to be held at 9:00 a.m. Friday, **March 2, 2012**, Camarillo City Hall, City Council Chambers, 601 Carmen Drive, Camarillo.



**VENTURA COUNCIL  
OF GOVERNMENTS**

**Item #5**

# **Meeting Summary**

## **VENTURA COUNTY TRANSPORTATION COMMISSION VENTURA COUNCIL OF GOVERNMENTS JOINT MEETING**

**CAMARILLO CITY HALL  
601 CARMEN DRIVE  
CAMARILLO, CA  
FRIDAY, January 6, 2012  
9:00 AM**

- 1. CALL TO ORDER**  
**VENTURA COUNTY TRANSPORTATION COMMISSION**  
**AIRPORT LAND USE COMMISSION**  
**SERVICE AUTHORITY FOR FREEWAY EMERGENCIES**  
**CONSOLIDATED TRANSPORTATION SERVICE AGENCY**  
**CONGESTION MANAGEMENT AGENCY**

**VENTURA COUNCIL OF GOVERNMENTS**

- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL**

### **VCTC MEMBERS PRESENT:**

John Zaragoza, Chair, County of Ventura  
Steve Sojka, City of Simi Valley, Vice Chair  
Steve Bennett, County of Ventura  
Jamey Brooks, City of Fillmore  
Brian Humphrey, Citizen Rep, Cities  
Kathy Long, County of Ventura  
Jan McDonald, City of Camarillo  
Keith Millhouse, City of Moorpark  
Irene Pinkard, city of Oxnard  
Jon Sharkey, City of Port Hueneme  
Carlon Strobel, City of Ojai  
Keith Turner, Citizen Rep, County  
Mike Miles, Caltrans

**VCOG MEMBERS PRESENT**

Janice Parvin, City of Moorpark, Chair  
Irene Pinkard, City of Oxnard Alternate  
Jan McDonald, city of Camarillo  
Jim Tovias, City of Santa Paula  
Gayle Washburn, City of Fillmore  
Tom Glancy, City of Thousand Oaks  
Bob Huber, City of Simi Valley  
Carl Morehouse, City of San Buenaventura  
Carlton Strobel, City of Ojai  
John Zaragoza, County of Ventura, Alternate

Cities Not Present: Port Hueneme

**4. PUBLIC COMMENTS**

**5. CALTRANS REPORT**

***Mike Miles had to leave the meeting before it began. Darren Kettle reviewed his report and said the SB 101 Widening Project will begin Mid February and will include a major outreach effort to encourage public transit and ridesharing.***

**6. EXECUTIVE DIRECTOR REPORT**

**Annual Unmet Transit Needs Hearing** - The annual unmet transit needs public hearing will be Monday February 6<sup>th</sup>, at 1:30 PM here at Camarillo City Hall with a follow-up meeting to review the draft findings on Monday, April 16<sup>th</sup>, same time, same place – we need as many Commissioners as are available to volunteer to sit as the Hearing Board for these two meetings, and it would be appropriate at the Chair's convenience to ask for volunteers – and I note for the public, there will also be more informal community meetings on this topic on and on Tuesday, January 17<sup>th</sup> at 6:30 PM at Moorpark City Hall and also on Wednesday, January 18<sup>th</sup> at the Oxnard Public Library also at 6:30 PM. Staff will be at these meetings and will also be collecting information for the hearing record by email to VCTC's website: goventura.org, by calls to the Transit Info Center at 1-800-438-1112 or by regular mail.

**101 Freeway/Wendy Drive Interchange Improvements** – The City of Thousand Oaks has awarded the construction contract for the US 101 / Wendy Drive Interchange Improvements to CA Rasmussen for \$8.5 million, which is \$2.5 million less than estimated. This project is primarily funded by federal Surface Transportation Program funds programmed by VCTC. Construction is expected to start in a few weeks. As of yet there is no date for a formal groundbreaking, but we will let you know when one is scheduled.

**Commission Action Preserved Congestion Mitigation/Air Quality (CMAQ) Funds** - At the September meeting, to minimize a possible rescission of Congestion Mitigation and Air Quality program capacity, the Commission approved a 2-year loan to San Diego of up to \$5.4 million of CMAQ program capacity. This loan would only go through if San Diego succeeded in obligating sufficient funds. Caltrans has now closed the books on the last fiscal year and determined that the amount of the loan is \$5,348,380. The way federal transportation funds are distributed and expended is an extraordinarily arcane process but what this action did was that with the full repayment of \$5,348,380 by San Diego in two years the Commission will have approximately \$2.7 million to program that would have otherwise been lost to Ventura County.

**Coach USA (VISTA Intercity Contractor) Files Chapter 11 Restructuring** - On January 3, 2012, Coach America Holdings Inc. announced the company and its subsidiaries filed a voluntary petition for Chapter 11 reorganization in the U.S. Bankruptcy Court. This decision was made with a focus on reducing its debt and advancing the best interests of the company and its stakeholders. This action was taken to allow Coach to focus on reducing its debt and advancing the best interests of the Company and its stakeholders. There is not an issue with the operations of the company, and Coach will continue to provide the services contracted for, and provide employee wages, healthcare coverage, vacation, and other benefits, without interruption. We expect this filing to have no impacts to the VISTA services in either the immediate future or through the end of the VISTA contract in 2014; and believe that it will allow Coach to be a competitive bidder in the future. Attached is Coach USA's corporate letter to their customers

**7. ADDITIONS/REVISIONS**

*Item # 12D, AMEND MIG CONTRACT FOR COUNTYWIDE TRANSIT STUDY, was removed from the agenda and will be brought back to the February meeting.*

**VCOG BUSINESS**

**8. CONSENT CALENDAR**

A. Minutes – *Adopted*

B. Audited Financial Statements – *Received and Filed*

C. Announcement of SCAG District Elections – *Received and Filed*

**9. ELECTION OF CHAIR ELECT – *Member Glancy was elected.***

**VCOG/VCTC JOINT PRESENTATION**

**10. SCAG PRESENTATION OF REGIONAL TRANSPORTATION PLAN (RTP)/SUSTAINABLE COMMUNITIES STRATEGY (SCS)**

**Public Speakers**

**Rachel Morris** commented that 25% of casualties are pedestrian and bicycle related, and 21% of trips are made by pedestrian and bicycles. Only 1.3% of the proposed budget will be used for active transportation. She urged SCAG to reconsider the responsible use of resources.

**Carman Ramirez** would support a sales tax. We need money and vision to grow and be healthy and there needs to be more public buy in. Public hearings should be scheduled for when working people can attend. She would like to see more people from the business community and public at the workshops.

**Glen Bacerra** commented that there are 6 Economists on SCAG staff doing a cost benefit analysis. They are looking at what happens when you pull money out of an economy and ways where we can create efficiencies. Before we can ask for more money we have to show we are spending responsibly. He encouraged everyone to dig deep into these plans and to engage at a very high level. He asked everyone to hold SCAG accountable to make this a great plan we can all get behind.

**Bob Warnagieris** commented that the City of Ventura approved a master bike plan. This shows movement toward active transportation. He hopes as time goes on that the money for active transportation will be expanded beyond 1.3%

**John Portera** is a teacher who rides his bike to work for sustainability and health and to be an example to his students. After being hit by a car he now makes sure he wears bright colors and flags, etc. He asked to reconsider putting in more than 1.3% into active transportation.

**Rye Baerg** is affiliated with Safe Routes to School National Partnership. Up to 15% of morning congestion is caused by parents dropping odd kids at school. Bikes use main routes to get places. More children could ride their bikes to school if all streets were complete streets.

#### **VCTC BUSINESS**

11. **APPROVE SUMMARY FROM DECEMBER 2, 2011 REGULAR VCTC MEETING** - *Approved*
12. **CONSENT CALENDAR** - *Approved*
  - 12A. **MONTHLY BUDGET REPORT** - *Received and Filed*
  - 12B. **RAIL OPERATIONS UPDATE** - *Received and Filed*
  - 12C. **INSURANCE COVERAGE** - *Received and Filed*
  - 12D. **AMEND MIG CONTRACT FOR COUNTYWIDE TRANSIT STUDY** – *Item was pulled due to change in the funding amount. Will be brought back to Feb meeting.*
13. **FY 2011/12 JOBS ACCESS/REVERSE COMMUTE PROGRAM OF PROJECTS – LAPSING FUNDS – PUBLIC HEARING** – *Item was pulled due to change in the funding amount. Will be brought back to Feb meeting. – There were no speakers for the public hearing.*
14. **2012 LEGISLATIVE PROGRAM** - *Approved*  
Adopt 2012 Legislative Program
15. **GENERAL COUNSEL’S REPORT** - *None*
16. **AGENCY REPORTS** - *None*
17. **CLOSED SESSION** - *None*
18. **ADJOURN**





**Item # 9A**

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: SALLY DEGEORGE, FINANCE DIRECTOR**

**SUBJECT: MONTHLY BUDGET REPORT**

**RECOMMENDATION:**

- Receive and file the monthly budget report for December 2011

**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 December 31, 2011 budget reports indicate that revenues were approximately 43.56% of the adopted budget while expenditures were approximately 34.88% of the adopted budget. Although the percentage of the budget year completed is shown, be advised that neither the revenues nor the expenditures occur on a percentage or monthly basis. For instance, some revenues are received at the beginning of the year while other revenues are received after grants are approved by federal agencies. In many instances, VCTC incurs expenses in advance of the revenues.

**VENTURA COUNTY TRANSPORTATION COMMISSION  
BALANCE SHEET  
AS OF DECEMBER 31, 2011**

**ASSETS**

**Assets:**

Cash and Investments - Wells Fargo Bank	\$ 3,128,661
Cash and Investments - County Treasury	18,670,209
Petty Cash	50
Receivables/Due from other funds	1,887,436
Prepaid Expenditures	1,139,881
Deposits	12,305

**Total Assets:** **\$24,838,542**

**LIABILITIES AND FUND BALANCE**

**Liabilities:**

Accrued Expenses/Due to other funds	\$ 1,017,590
Deferred Revenue	491,516
Deposits	412

**Total Liabilities:** **\$ 1,509,518**

**Net Assets:**

Fund Balance	<b><u>\$23,329,024</u></b>
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**Total Liabilities and Fund Balance:** **\$24,838,542**

**VENTURA COUNTY TRANSPORTATION COMMISSION  
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES  
FOR THE SIX MONTHS ENDING DECEMBER 31, 2011**

	<b>General Fund Actual</b>	<b>LTF Actual</b>	<b>STA Actual</b>	<b>SAFE Actual</b>	<b>Fund Totals Actual</b>	<b>Annual Budget</b>	<b>Variance Over (Under)</b>	<b>% Year to Date</b>
<b>Revenues</b>								
Federal Revenues	\$ 3,127,524	\$ 0	\$ 0	\$ 0	\$ 3,127,524	\$ 13,585,746	(10,458,222)	23.02
State Revenues	248,375	13,683,293	1,008,491	280,708	15,220,867	33,221,363	(18,000,496)	45.82
Local Revenues	4,055,178	0	0	5,000	4,060,178	4,573,819	(513,641)	88.77
Other Revenues	44	0	0	0	44	0	44	0.00
Interest	624	13,690	15,652	5,424	35,390	141,000	(105,610)	25.10
<b>Total Revenues</b>	<b>7,431,745</b>	<b>13,696,983</b>	<b>1,024,143</b>	<b>291,132</b>	<b>22,444,003</b>	<b>51,521,928</b>	<b>(29,077,925)</b>	<b>43.56</b>
<b>Expenditures</b>								
<b>Administration</b>								
Personnel Expenditures	1,077,550	0	0	0	1,077,550	2,435,900	(1,358,350)	44.24
Legal Services	10,818	0	0	0	10,818	35,000	(24,182)	30.91
Professional Services	40,755	0	0	0	40,755	89,417	(48,662)	45.58
Office Leases	66,586	0	0	0	66,586	131,300	(64,714)	50.71
Office Expenditures	159,410	0	0	0	159,410	258,263	(98,853)	61.72
<b>Total Administration</b>	<b>1,355,119</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,355,119</b>	<b>2,949,880</b>	<b>(1,594,761)</b>	<b>45.94</b>
<b>Programs and Projects</b>								
<b>Transit &amp; Transportation Program</b>								
Senior-Disabled Transportation	45,070	0	0	0	45,070	256,800	(211,730)	17.55
Go Ventura Smartcard	78,232	0	0	0	78,232	434,950	(356,718)	17.99
VISTA Fixed Route Bus Service	2,622,723	0	0	0	2,622,723	5,292,818	(2,670,095)	49.55
VISTA DAR Bus Services	1,203,137	0	0	0	1,203,137	2,434,385	(1,231,248)	49.42
Nextbus	2,925	0	0	0	2,925	212,545	(209,620)	1.38
Trapeze	11,483	0	0	0	11,483	30,000	(18,517)	38.28
Transit Grant Administration	246,786	0	0	0	246,786	5,507,397	(5,260,611)	4.48
<b>Total Transit &amp; Transportation</b>	<b>4,210,356</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4,210,356</b>	<b>14,168,895</b>	<b>(9,958,539)</b>	<b>29.72</b>

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
<b>Highway Program</b>								
Congestion Management Program	0	0	0	0	0	19,900	(19,900)	0.00
Motorist Aid Call Box System	0	0	0	157,748	157,748	434,900	(277,152)	36.27
SpeedInfo Highway Speed Sensor	0	0	0	69,200	69,200	144,000	(74,800)	48.06
<b>Total Highway</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>226,948</b>	<b>226,948</b>	<b>598,800</b>	<b>(371,852)</b>	<b>37.90</b>
<b>Rail Program</b>								
Metrolink & Commuter Rail	1,171,682	0	0	0	1,171,682	1,364,350	(192,668)	85.88
LOSSAN & Coastal Rail	8,097	0	0	0	8,097	12,750	(4,653)	63.51
Santa Paula Branch Line	306,223	0	0	0	306,223	569,550	(263,327)	53.77
<b>Total Rail</b>	<b>1,486,002</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1,486,002</b>	<b>1,946,650</b>	<b>(460,648)</b>	<b>76.34</b>
<b>Commuter Assistance Program</b>								
Transit Information Center	12,859	0	0	0	12,859	19,000	(6,141)	67.68
Rideshare Programs	11,459	0	0	0	11,459	56,500	(45,041)	20.28
<b>Total Commuter Assistance</b>	<b>24,318</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>24,318</b>	<b>75,500</b>	<b>(51,182)</b>	<b>32.21</b>
<b>Planning &amp; Programming</b>								
Transportation Development Act	78,190	9,497,471	0	0	9,575,661	26,922,672	(17,347,011)	35.57
Transportation Improvement Program	225,129	0	0	0	225,129	2,599,625	(2,374,496)	8.66
Regional Transportation Planning	73,813	0	0	0	73,813	448,050	(374,237)	16.47
Airport Land Use Commission	0	0	0	0	0	1,600	(1,600)	0.00
Regional Transit Planning	96,553	0	0	0	96,553	201,450	(104,897)	47.93
Freight Movement	50,324	0	0	0	50,324	152,500	(102,176)	33.00
<b>Total Planning &amp; Programming</b>	<b>524,009</b>	<b>9,497,471</b>	<b>0</b>	<b>0</b>	<b>10,021,480</b>	<b>30,325,897</b>	<b>(20,304,417)</b>	<b>33.05</b>
<b>General Government</b>								
Community Outreach & Marketing	129,163	0	0	0	129,163	620,349	(491,186)	20.82
State & Federal Relations	34,993	0	0	0	34,993	66,120	(31,127)	52.92
Management & Administration	542,081	0	0	0	542,081	941,958	(399,877)	57.55
<b>Total General Government</b>	<b>706,237</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>706,237</b>	<b>1,628,427</b>	<b>(922,190)</b>	<b>43.37</b>
<b>Total Expenditures</b>	<b>8,306,041</b>	<b>9,497,471</b>	<b>0</b>	<b>226,948</b>	<b>18,030,460</b>	<b>51,694,049</b>	<b>(33,663,589)</b>	<b>34.88</b>

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
<b>Revenues over (under) expenditures</b>	<b>(874,296)</b>	<b>4,199,512</b>	<b>1,024,143</b>	<b>64,184</b>	<b>4,413,543</b>	<b>(172,121)</b>	<b>4,585,664</b>	<b>(2,564.21)</b>
<b>Other Financing Sources</b>								
Transfers Into GF from LTF	1,828,282	0	0	0	1,828,282	1,828,282	0	100.00
Transfers Into GF from STA	1,238,779	0	0	0	1,238,779	2,421,472	(1,182,693)	51.16
Transfers Into GF from SAFE	16,647	0	0	0	16,647	644,300	(627,653)	2.58
Transfers Out of LTF into GF	0	(1,828,282)	0	0	(1,828,282)	(1,828,282)	0	100.00
Transfers Out of STA into GF	0	0	(1,238,779)	0	(1,238,779)	(2,421,472)	1,182,693	51.16
Transfers Out of SAFE into GF	0	0	0	(16,647)	(16,647)	(644,300)	627,653	2.58
<b>Total Other Financing Sources</b>	<b>3,083,708</b>	<b>(1,828,282)</b>	<b>(1,238,779)</b>	<b>(16,647)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0.00</b>
<b>Net Change in Fund Balances</b>	<b>2,209,412</b>	<b>2,371,230</b>	<b>(214,636)</b>	<b>47,537</b>	<b>4,413,543</b>	<b>(172,121)</b>	<b>4,585,664</b>	
<b>Beginning Fund Balance</b>	<b>1,923,350</b>	<b>6,034,477</b>	<b>7,950,838</b>	<b>3,006,816</b>	<b>18,915,481</b>	<b>14,617,258</b>	<b>4,298,223</b>	
<b>Ending Fund Balance</b>	<b>\$4,132,762</b>	<b>\$8,405,707</b>	<b>\$7,736,202</b>	<b>\$3,054,353</b>	<b>\$23,329,024</b>	<b>\$14,445,137</b>	<b>\$8,883,887</b>	

**VENTURA COUNTY TRANSPORTATION COMMISSION  
INVESTMENT REPORT  
AS OF DECEMBER 31, 2011**

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.

<b>Institution</b>	<b>Investment Type</b>	<b>Maturity Date</b>	<b>Interest to Date</b>	<b>Rate</b>	<b>Balance</b>
Wells Fargo – Checking	Government Checking	N/A	\$710.81	0.05%	\$3,128,660.55
County of Ventura	Treasury Pool	N/A	\$34,680.52	0.81%	18,612,181.39
<b>Total</b>			<b>\$35,391.33</b>		<b>\$21,740,841.94</b>

Because VCTC receives a large portion of their state and federal funding on a reimbursement basis, the Commission must keep sufficient funds liquid to meet changing cash flow requirements. For this reason, VCTC maintains checking accounts at Wells Fargo Bank.

The Commission's checking accounts for the General Fund are swept daily into a money market account. The interest earnings are deposited the following day. The first \$250,000 of the combined deposit balance is federally insured and the remaining balance is collateralized by Wells Fargo Bank.

The Commission's Local Transportation Funds (LTF), State Transit Assistance (STA) funds and SAFE funds are invested in the Ventura County investment pool. Interest is apportioned quarterly, in arrears, based on the average daily balance. The investment earnings are generally deposited into the accounts in two payments within the next quarter. Amounts shown are not adjusted for fair market valuations.



Item # 9B

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

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

**SUBJECT: RAIL OPERATIONS UPDATE**

**RECOMMENDATION:**

- Receive and file

**DISCUSSION:**

**Metrolink Ridership**

Based on passenger counts made by conductors on the Ventura Line, there were about 3,568 people who boarded the morning peak-hour trains to Los Angeles each weekday in December; about 50% or 1,735 of those boardings took place at Ventura County stations. This is a slight but typical seasonal drop from the 3,775 boardings on the same trains in November 2011.

Metrolink station counts are being collected quarterly, however, at the time of this report, the second quarter information had not been tabulated. Therefore, information about station boardings from October to December will be reported next month. While ridership at the Ventura County stations have stayed about the same over the past year, the lack of significant ridership growth in this County is a concern and will continue to be evaluated. The new Metrolink marketing staff has several programs they will be implementing over the fiscal year to increase ridership; VCTC marketing consultants will be working closely with them on this effort.

**Metrolink On-Time Performance**

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

**Metrolink FY 2012/13 Budget Development**

Metrolink staff is beginning the annual budget development for member agency review and consideration. The draft FY 2012/13 budget should be ready at the end of February, in time for incorporation into VCTC's upcoming draft budget. At this time, there are no indications that there will be a need to consider Ventura Line service reductions or significant increases in VCTC contributions to Metrolink next fiscal year.

One new aspect of the budget development this year was a meeting arranged by Metrolink's Finance Director with all the member agencies' Finance Directors, including Sally DeGeorge, representing VCTC. The meeting was held to make sure there is full communication with funding partners and that all financial concerns are aired and resolved before the budget is completed.

### **Santa Paula Branch Line (SPBL) Operations**

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

### **FRA Required Bridge Inventory Project**

Work is underway on the Federal Railroad Administration (FRA) required railroad bridge inventory on the SPBL. VCTC has contracted with JL Patterson & Associates to complete Phase I of the inventory work, which will be finished in late June. The project includes collecting data on the rail bridges and developing a management plan for the continued maintenance. Phase 2 of the project will prioritize and rate the bridges and will be included in the FY 12/13 VCTC budget.

### **Property Leases**

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

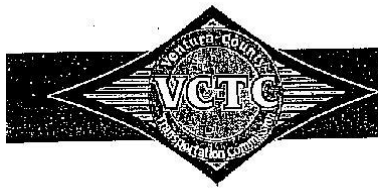
### **Union Pacific (UP) Railroad**

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

The plan to modify freight service on the SPBL is in keeping with the Commission's direction to make the Line self-sustaining. Recently, there finally appears to be some movement on this matter from UP. They requested permission to perform a track survey in anticipation of formal discussions on this issue; this inspection took place October 22 without apparent problems or concerns being voiced by UP.

To keep the momentum going with the discussion with UP on this issue, a letter was recently sent (copy attached) requesting their support for the freight service modifications as allowed the VCTC/UP shared-use agreement. Staff will continue to strongly advocate for the change consistent with the Commission's goals for the SPBL.





## Ventura County Transportation Commission

January 9, 2012

Mr. Paul MacDonald, Regional Director  
West Network & Industrial Development  
Union Pacific Railroad  
10031 Foothills Blvd.  
Roseville, CA 95747

Subject: Santa Paula Branch Line, Ventura County, California Planned Transfer of West-End Freight Operations to Fillmore & Western Railway

Dear Mr. MacDonald:

I have appreciated your assistance over the past two years while VCTC has explored ways to make the Santa Paula Branch Line (SPBL) a self-sustaining operation. As I have discussed with you, VCTC believes the one direction that has the most promise is to have the railroad that maintains the SPBL be responsible for hauling freight along the entire Branch Line as well.

As the starting point, in accordance with Section 4 of the VCTC/UP Usage Agreement, this letter is sent to officially request UP transfer the freight service on the west-end (MP 403 – MP 415) of the SPBL to the Fillmore & Western (F&W) Railway. In accordance with Section 4, we request UP's assistance in providing the information necessary to complete the Surface Transportation Board (STB) application for the freight transfer. As you know, F&W is already certified as a "common carrier" and is under contract with VCTC to maintain the SPBL. F&W dispatches the freight on the Line and is fully capable of handling the change in the freight operation and supporting the existing customer. In fact, F&W plans on an aggressive effort to attract more freight customers once the change is approved leading to increases for all rail operators.

Thank you again for your help in making the SPBL a more viable operation for the benefit of both UP and VCTC. Please give me a call at 805-642-1591 ext. 123 or email: [dkettle@goventura.org](mailto:dkettle@goventura.org) if you have any questions. I look forward to hearing from you soon.

Sincerely,

Darren Kettle  
Executive Director

cc: David Wilkinson, F&W Railway

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**Item #9C**

February 3, 2012

**MEMO TO:     VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM:         PETER DE HAAN, PROGRAMMING DIRECTOR**  
**SUBJECT:      LEGISLATIVE UPDATE**

**RECOMMENDATION:**

- Receive and file the legislative status report.

**BACKGROUND:**

Attached is the monthly report from Tim Egan, the Commission's state lobbyist. The report addresses the proposed Fiscal Year 2012/13 State Budget. As the Executive Director reported at last month's meeting shortly after the budget proposal was released, there is little impact on transportation funding. However, the budget also proposes to consolidate state transportation agencies, as further discussed in the attached report.

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January 23, 2012

**To:** Ventura County Transportation Commission  
Darren Kettle  
Peter DeHaan

**From:** Tim Egan

**Subject: LEGISLATIVE REPORT**

**STATE BUDGET**

The California Legislature reconvened the 2011-12 Session on January 4, 2012 and immediately the next day was introduced to the Governor's proposed 2012-13 state budget. The Administration estimates that the Legislature and Governor will have to address a budget shortfall of at least \$9.2 billion between now and the start of the 2012-13 fiscal year.

The Governor's proposed budget assumes a spending plan of \$92.6 billion in General Fund expenditures, \$39.8 billion in spending from state special funds, and \$5.0 billion in bond fund expenditures. In addition, the budget assumes that the state would receive \$73 billion in federal funds.

The cornerstone of the Governor's 2012-13 budget blueprint is the assumption that the voters will approve a temporary increase in income and sales taxes through an initiative that the Governor plans on proposing for the November 2012 ballot. The initiative would temporarily increase the personal income tax on the state's wealthiest taxpayers and increase by one half percent the sales tax. These taxes would be deposited in the General Fund to pay for the state's Proposition 98 school funding obligations as increased by the initiative, and help balance the budget by paying for other state programs and obligations, such as protecting the 2011 Budget Realignment funds for local public safety. If the ballot measure is not approved, the Governor proposes in January 2013 to make additional trigger cuts of \$5.4 billion including \$4.8 billion to schools and community colleges, \$400 million to universities and \$125 million to courts, as well as other programs.

**TRANSPORTATION BUDGET**

The re-enactment last year of the gas tax swap has helped to stabilize transportation funding and as such, transportation may be spared from any additional cuts. Some of the budget highlights include:

- A proposed funding level statewide of \$420 million for the State Transit Assistance (STA) Program which is an increase from the \$399 million projected for the STA program for FY 2011-12.
- Proposes \$2.8 billion in Proposition 1B bond funds, which is a combination of earlier appropriated funds and new bond funds.
- A proposal to eliminate the annual “hold” on the allocation of gas tax revenues in the Highway Users Tax Account (HUTA) funds when there is a late state budget. This proposal would permit HUTA funds to be continuously appropriated for work on projects funded through the state highway account.
- \$146 million is earmarked for the intercity rail program statewide.
- To create a new single cabinet-level transportation agency and cabinet secretary. The proposal would combine under the transportation agency several transportation related departments, boards and commissions including the Department of Transportation (CALTRANS), the Department of Motor Vehicles (DMV), the Highway Patrol (CHP), the High-Speed Rail Authority, the California Transportation Commission and the Board of Pilot Commissioners.

Budget subcommittee hearings will begin next month to be followed in the spring with the release of the Governor’s May Revise to the proposed 2012-13 state budget.



Item # 9D

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

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

**SUBJECT: CONTRACT AMENDMENT WITH MIG, INC FOR CONSULTANT SERVICES  
SUPPORTING THE COUNTYWIDE TRANSIT STUDY**

**RECOMMENDATION**

- Approve amendment #1 to consultant services agreement with MIG, Inc. for Countywide Transit planning activities, increasing the contract by \$30,000.
- Amend the VCTC Regional Transit Planning budget, increasing expenditures and revenues in the amount of \$30,000 with revenues funded from State Transit Assistance Funds (STAF) fund balance.

**BACKGROUND**

In March of 2010 the Commission approved a contract with MIG, Inc. for assistance in the development of the VCTC Regional Transit Study and preparation of draft recommendations to submit to the State Legislature as called for in SB 716. The Commission has been working for the past year on the Regional Transit Study, which focused on developing a response to California Public Utilities Code Section 99232.3, which states:

*The Ventura County Transportation Commission may submit to the Senate Committee on Transportation and Housing and the Assembly Committee on Transportation a report analyzing options for organizing public mass transportation services in the county, for the expenditure of revenues deposited in the local transportation fund, and a recommended legislative proposal for implementing the plan by December 31, 2011.*

VCTC executed the contract that was not to exceed \$260,000. While significant progress has been made, in response to a request to the Regional Transit Study Steering Committee from a number of City Managers of cities which operate community transit systems, a recommendation was made to extend the study. Specifically, the Steering Committee requested that the transit operators meet and develop a service delivery organizational proposal based on the cooperation and coordination alternatives. The Committee also directed VCTC staff and the consultant team to meet with and facilitate the work of the transit operators in this effort. The Steering Committee recognized that this would extend the timeframe for reporting to the Legislature past the date called for in SB 716 of December 31, 2011.

Reflecting the Steering Committee action in December, staff prepared an agenda item for January Commission action which would have extended the contract and increased the cost by \$60,000. VCTC staff originally included \$60,000 as a place holder figure but that was prior to a discussion with the consultant team to refine the remaining scope of work for the project and account for additional support necessary to complete the ultimate deliverable of a report to the State Legislature. It was during those discussions and prior to the January Commission that staff concluded that \$60,000 far exceeded the amount necessary to finish the effort so staff removed the agenda item from the January agenda. Since then staff and the consultant team reviewed the time involved in completing the scope of work and determined that the project could be completed with an additional \$30,000. The recommendation reflects the change in funding level.

This increase in funding will allow the consultant team to provide support to the Commission and Steering Committee, fully analyze the proposal from the transit operators, and working with the Steering Committee, prepare a final report for action by the full Commission and submission in February to the State Legislature, additional funding is needed. Staff recommends that the additional funding be transferred from the VCTC State Transit Assistance Funds (STAF) reserves. The California Public Utilities code identifies STAF as an eligible use for transit planning activities.



**CONTRACT AMENDMENT NO. 1**

**VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)  
VCTC REGIONAL TRANSIT STUDY**

This Contract Amendment No. 1 ("Amendment") by and between the Ventura County Transportation Commission ("VCTC"), herein referred to as "VCTC" and MIG, Inc., hereinafter referred to as "CONTRACTOR", is entered into as of this 3<sup>rd</sup> day of February, 2012.

WHEREAS, on March 5, 2010, VCTC entered into a consulting contract ("Contract") for countywide transit planning; and

WHEREAS, it was agreed by the Regional Transit Study Steering Committee to extend the study timeframe to include alternatives at the request of several City Managers, requiring an adjustment to the scope of work identified in Exhibit C of the Contract.

NOW, THEREFORE, VCTC and CONTRACTOR agree as follows:

1. Section 3 of the Contract is hereby amended to increase the total compensation payable to CONTRACTOR to an amount not to exceed \$290,000.00 instead of \$260,000.00 for the life of the Contract.

2. The scope of work appended to the Contract as Exhibit C is amended to accommodate the additional meetings and work in connection with developing a service delivery organizational proposal based on the various transit operators' cooperation and coordination alternatives.

3. Except to the extent amended hereby, the Contract remains in full force and effect.

APPROVED AS TO FORM:

VENTURA COUNTY TRANSPORTATION  
COMMISSION

By: \_\_\_\_\_  
General Counsel

By: \_\_\_\_\_  
John Zaragoza, Chair

CONTRACTOR: MIG, INC.

By: \_\_\_\_\_  
Patricia V. McLaughlin, Principal

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**Item #9E**

February 3, 2012

**To: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**From: MITCHEL B. KAHN, GENERAL COUNSEL**  
**Subject: GOVERNMENT CODE SECTION 910, ET SEQ.**  
**CLAIM BY YOLANDA LIZARRAGA**  
**GILBERTO LIZARRAGA**

**RECOMMENDATION:**

- Deny the claim of Yolanda Lizarraga and Gilberto Lizarraga.

**DISCUSSION:**

According to the facts alleged in a claim filed on June 30, 2011, claimants' son, Ricardo, was struck and killed in Fontana by an eastbound Metrolink train.

The claim broadly asserts that VCTC, along with other public agencies, were negligent and are responsible for the maintenance of a dangerous condition, in that VCTC and/or those other public agencies exercised control over roadway design, traffic conditions, roadway conditions and/or traffic engineering in the area, and knew or should have known of the danger posed by the crossing and failed to take action to abate the danger.

Based on VCTC's lack of ownership, authority or control over the section of track, the crossings and the Metrolink trains which are operated by the joint powers authority of the Southern California Regional Rail Authority, it is appropriate for VCTC to deny the claim and instruct your General Counsel to promptly notify the claimants of the denial.

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Item #9F

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: PETER DE HAAN, PROGRAMMING DIRECTOR**

**SUBJECT: APPROVE FISCAL YEAR (FY) 2011/12 JOBS ACCESS REVERSE COMMUTE  
PROGRAM OF PROJECTS – LAPSING FUNDS**

**RECOMMENDATION:**

- Approve the attached Program of Projects (POP) to allocate \$61,679 in potentially lapsing Section 5316 Jobs Access / Reverse Commute (JARC) Oxnard/Ventura Urban Area funds, for the purpose of Mobility Management (including Travel Training) to Mobility Management Partners Inc.

**BACKGROUND:**

At the January 2012 meeting the Commission held a public hearing regarding programming JARC funds for the Oxnard/Ventura Urban Area. However, the staff recommendation to program \$26,792 of potentially lapsing JARC funds for the Travel Training program managed by Mobility Management Partners was tabled due to staff having just been informed by the Federal Transit Administration that the potentially lapsing amount was larger, totaling \$61,679. Staff now recommends the full \$61,679 in lapsing funds be programmed for the Travel Training program.

The issue of the lapsing JARC funds was discussed at the November Transit Operators Committee (TRANSCOM), and the Committee asked staff to recommend programming the lapsing money based on where funds had been requested, but not provided, and where funds may be most needed to ensure cash flow over the next two years. Since the Travel Training program had been approved by VCTC to receive \$85,299 in Small Urban funds administered by Caltrans which Caltrans will not be providing, the potentially lapsing amount is still within the original Travel Training funding request and is needed for the program to continue for the next two years. Therefore, based on TRANSCOM's criteria staff recommends that the \$61,679 in potentially lapsing funds be programmed for Travel Training.

TRANSCOM approved the revised staff recommendation at its January meeting and also requested that VCTC and Mobility Management Partners improve coordination with the transit operators with the intent of increasing the program's overall effectiveness.

Since VCTC held a public hearing on the programming of JARC funds at its January meeting, another hearing is not required. Attached is the proposed final POP to be published subsequent to Commission approval.

## ATTACHMENT

<b>Program of Projects</b>			
On January 6, 2012, the Ventura County Transportation Commission (VCTC) held a public hearing on the Program of Projects (POP) for the Oxnard Urbanized Area for Federal Transit Administration Jobs Access Reverse Commute (JARC) funds. The following is the final Program of Projects adopted by VCTC at its February 3, 2012 meeting.			
<b>FY 2012 JARC Program of Projects – Oxnard Urbanized Area</b>			
	<b>Total Cost</b>	<b>Federal Share</b>	<b>Local Share &amp; Other</b>
<u>Capital Assistance</u>			
Mobility Management through Mobility Management Partners, Inc.	\$77,099	\$61,679	\$15,420



Item #9G

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

**FROM: STEPHANIE YOUNG, PROGRAMMING ANALYST**

**SUBJECT: 2013 (FY 2012/13 – 2017/18) FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM (FTIP) FINANCIAL RESOLUTION**

**RECOMMENDATION:**

- Adopt attached resolution certifying that there are sufficient financial resources to fund projects in the 2013 Federal Transportation Improvement Program (TIP).

**BACKGROUND:**

Every two years, the Southern California Association of Governments (SCAG) adopts and submits for federal approval an FTIP which lists all transportation projects which are either federally-funded or regionally significant, as required by Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) and prior federal legislation. State law requires that each county transportation commission within the SCAG region approve the portion of the TIP within its county. The TIP process is used by the federal government to ensure that transportation projects are developed through the federally-required planning process and conform to air quality requirements.

Under a policy first established by the Intermodal Surface Transportation Efficiency Act (ISTEA), projects can only be listed in the TIP if there are sufficient funds projected to be available for them. Accordingly, VCTC is required to adopt a resolution certifying that sufficient resources are expected to be available for projects programmed in Ventura County. SCAG generally adopts a TIP every two years, with the last complete TIP update having been made in 2010. The new 2013 TIP covers fiscal years 2012/13 through 2017/18.

As with the prior TIP, the Ventura County portion of the 2013 TIP includes all of the following projects:

- Surface Transportation Program (STP), Congestion Management and Air Quality (CMAQ), and Transportation Enhancement Activities (TE) projects: The TIP includes carryover STP, CMAQ, and TE projects programmed under the prior calls for projects, based on the assumption that these federal programs will initially be extended at current levels. The TIP will be amended in the future to incorporate the results of the Mini Call for Projects currently underway.
- FTA Formula-Funded Projects: These projects are approved annually by the VCTC Board through the Program of Projects (POP). Since we have not yet approved the POP for beyond FY 2011/12, the TIP only contains ongoing programs which the transit operators anticipate continuing based on the assumption of Federal apportionments holding constant. The TIP will be amended each year to incorporate what is actually approved by VCTC in the POP.

- STIP Regional Share Projects: VCTC programs projects in the STIP using its regional funding share of the State Transportation Improvement Program (STIP). These dollars are programmed based on the Caltrans Fund Estimate, which is based on anticipated availability of state and federal dollars, assuming current law. The 2013 FTIP includes updated listings for projects which VCTC nominated for the 2012 STIP.
- State Operation, Maintenance, and Interregional Projects: These projects are funded by Caltrans and the California Transportation Commission as part of the interregional share of the STIP or as part of the state highway maintenance and operations program. These dollars are also programmed based on the Fund Estimate.
- Discretionary Projects: The TIP includes projects receiving Congressionally-earmarked funds and projects receiving funds from the US Department of Transportation (USDOT) or Caltrans through competitive selection.
- Local Projects: The RTIP also includes regionally-significant projects for which local agencies have indicated they have sufficient local funding to implement.

In each case the projects approved for funding in Ventura County were programmed based on the expectation of available federal, state, and/or local revenue. Therefore, based on current law, resources are anticipated to be sufficient to fund all current commitments of the Ventura County transportation program.



**RESOLUTION NO. 2012-01**

**A RESOLUTION OF THE VENTURA COUNTY TRANSPORTATION COMMISSION WHICH CERTIFIES  
THAT VENTURA COUNTY HAS THE RESOURCES  
TO FUND THE PROJECTS IN THE FY 2012/13 – 2017/18 TRANSPORTATION IMPROVEMENT  
PROGRAM AND AFFIRMS ITS COMMITMENT TO  
IMPLEMENT ALL OF PROJECTS IN THE PROGRAM**

WHEREAS, the Ventura County Transportation Commission is located within the metropolitan planning boundaries of the Southern California Association of Governments; and

WHEREAS, the Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users (SAFETEA-LU) requires SCAG to adopt a regional transportation improvement program for the metropolitan planning area; and

WHEREAS, the SAFETEA-LU also requires that the regional transportation improvement program include a financial plan that demonstrates how the transportation improvement program can be implemented; and

WHEREAS, the Ventura County Transportation Commission is the agency responsible for short-range capital and service planning and programming for the Ventura County area within SCAG; and

WHEREAS, as the responsible agency for short-range transportation planning, the Ventura County Transportation Commission is responsible for the development of the Ventura County Transportation Improvement Program, including all projects utilizing federal and state highway/road and transit funds; and

WHEREAS, the Ventura County Transportation Commission must determine, on an annual basis, the total amount of funds that could be available for transportation projects within its boundaries; and

WHEREAS, the Ventura County Transportation Commission has adopted the FY 2012/13 – 2017/18 Ventura County Transportation Improvement Program with funding for FFY 2012/13 and 2013/14 available and committed, and reasonably committed for fiscal years 2014/15 through 2017/18.

NOW, THEREFORE, BE IT RESOLVED by the Ventura County Transportation Commission that it affirms its continuing commitment to the projects in the FY 2012/13 – 2017/18 Ventura County Transportation Improvement Program (TIP); and

BE IT FURTHER RESOLVED, that the FY 2012/13 – 2017/18 Ventura County Transportation Improvement Program Financial Plan identifies the resources that are available and committed in the first two years and reasonably available to carry out the program in the last four years, and certifies that:

1. Projects in the FFY 2012/13 – 2017/18 Ventura County TIP are consistent with the proposed 2012 State Transportation Improvement Program that is scheduled to be approved by the California Transportation Commission in April 2012; and
2. All of the projects in the Ventura County TIP have complete funding identified; and
3. Ventura County has the funding capacity in its county Surface Transportation Program and Congestion Mitigation and Air Quality Program allocation to fund all of the projects in the FY 2012/13 – 2017/18 Ventura County TIP; and

4. The local match for projects funded with federal STP and CMAQ program funds is identified in the FTIP; and
5. All the Federal Transit Administration funded projects are programmed within SAFETEA-LU Guaranteed Funding levels.

PASSED, APPROVED AND ADOPTED this 3<sup>rd</sup> day of February, 2012.

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John Zaragoza, Chair

ATTEST:

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Donna Cole, Clerk

APPROVED AS TO FORM:

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Mitchel B. Kahn, General Counsel



Item #9H

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

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

**SUBJECT: SANTA PAULA BRANCH LINE RIGHT-OF-WAY DONATION AGREEMENT**

**RECOMMENDATION:**

- Approve Trail Easement Deed and Right-Of-Way Donation to VCTC from Cabrillo Economic Development Corporation (CEDC) for the purposes of construction and operation of a multipurpose public recreational trail along the Santa Paula Branch Line in the City of Santa Paula.
- Authorize the Executive Director to sign the documents on behalf of the Commission.

**DISCUSSION:**

The City of Santa Paula is constructing a multipurpose public recreational trail along the Santa Paula Branch Line (SPBL) rail right-of-way. The City's trail project is consistent with the Commission's adopted plan for a multipurpose trail along the entire length of the SPBL. Because of current funding limitations, the SPBL Trail is being constructed as money becomes available. This Santa Paula project will be a major segment of the overall facility, which is planned to eventually connect the Pacific Coast bicycle lane with bike lanes in Santa Clarita.

In order to complete the project, there are four parcels in Santa Paula that need to provide an easement deed to VCTC to allow for the construction. The City has been working with the property owners to negotiate on VCTC's behalf to receive donations of the small pieces of property needed for trail access. In April, 2009 the Commission accepted property from Automotive Racing Products Inc. and Hardy-Schultz Partners, LLC, and in October, 2010 the Commission accepted property from International Paper. The donation being considered in this item is from the Cabrillo Economic Development Corporation (CEDC) for a strip of property next to CEDC's affordable housing development at 210 West Santa Barbara Street beside the rail line near Palm Street in Santa Paula. This is the final piece of property the City needs to secure to finish the first phase of the Trail in Santa Paula.

The Trail Easement Deed has been reviewed by Legal Counsel. There is no financial impact to the adopted VCTC budget.

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RECEIVED  
SEP 08 2011

bringing community home

September 8, 2011

Ms. Mary Travis  
Ventura County Transportation Commission  
950 County Square Drive, Suite 207  
Ventura, CA 93003

RE: Conveyance of Property along Santa Paul Branch Line

Dear Mary:

Cabrillo Economic Development Corporation (CEDC) is the Managing General Partner of Plaza Amistad Associates, L.P., the owner and developer of the Paseo Santa Barbara affordable housing development at 210 W. Santa Barbara Street in the city of Santa Paula. In conjunction with this development and the bike trail project along the Santa Paula Branch Line, the partnership was required by the City of Santa Paula to convey a five foot strip of land to the Ventura County Transportation Commission.

Enclosed are the following documents for the Commission's consideration and action at its next regularly scheduled meeting on October 7, 2011:

- Grant Deed with Exhibits A and B
- Certificate of Acceptance

If you have any questions or require additional information, please call me at 805 672-2565 (direct line) or at 805 208-3570 (cell).

Sincerely,

Bernardo M. Perez  
Project Manager

WHEN RECORDED MAIL TO:

Ventura County Transportation Commission  
950 County Square Drive, Suite 207  
Ventura, CA 93003

NO FEE GOV'T CODE 27383

APN: Portion of 105-0-063-035; -045; -055

## Grant Deed

FOR A VALUABLE CONSIDERATION, receipt of which is hereby acknowledged,

Plaza Amistad Associates, a California limited partnership (Grantor)

hereby GRANTS and CONVEYS to

VENTURA COUNTY TRANSPORTATION COMMISSION, a County  
Transportation Commission existing under authority of Public Utilities Code  
Section 130000 et seq., (Grantee)

That certain real property in the City of Santa Paula, County of Ventura, State of  
California, described as follows per Exhibit A, and as shown on plat entitled Exhibit B;  
both exhibits are attached hereto and incorporated as part of this document.

GRANTOR:

By: Ka Flock Date: 9-8-11  
Karen Flock  
Real Estate Development Director  
Plaza Amistad Associates, L.P.

## CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

State of California

County of Ventura

On 9/8/11 before me, Victoria J. Brady, Notary Public,  
Date Here Insert Name and Title of the Officer

personally appeared Karen Flack

Name(s) of Signer(s)



who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature

Signature of Notary Public

Place Notary Seal Above

### OPTIONAL

*Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.*

#### Description of Attached Document

Title or Type of Document: \_\_\_\_\_

Document Date: \_\_\_\_\_ Number of Pages: \_\_\_\_\_

Signer(s) Other Than Named Above: \_\_\_\_\_

#### Capacity(ies) Claimed by Signer(s)

Signer's Name: \_\_\_\_\_

- ☐ Individual  
☐ Corporate Officer — Title(s): \_\_\_\_\_  
☐ Partner — ☐ Limited ☐ General  
☐ Attorney in Fact  
☐ Trustee  
☐ Guardian or Conservator  
☐ Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_

RIGHT THUMBPRINT  
OF SIGNER  
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Signer's Name: \_\_\_\_\_

- ☐ Individual  
☐ Corporate Officer — Title(s): \_\_\_\_\_  
☐ Partner — ☐ Limited ☐ General  
☐ Attorney in Fact  
☐ Trustee  
☐ Guardian or Conservator  
☐ Other: \_\_\_\_\_

Signer Is Representing: \_\_\_\_\_

RIGHT THUMBPRINT  
OF SIGNER  
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EXHIBIT "A"  
LEGAL DESCRIPTION

A strip of land, 5.00 feet in width, in the City of Santa Paula, County of Ventura, State of California, being the southerly 5.00 feet of Parcel A of Parcel Map Waiver, Lot Line Adjustment No. 2008-CDP-03, as recorded May 18, 2010, as Instrument No. 20100518-00074383 of Official Records of Ventura County.

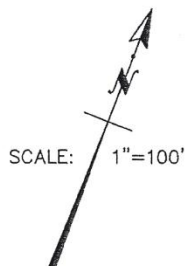
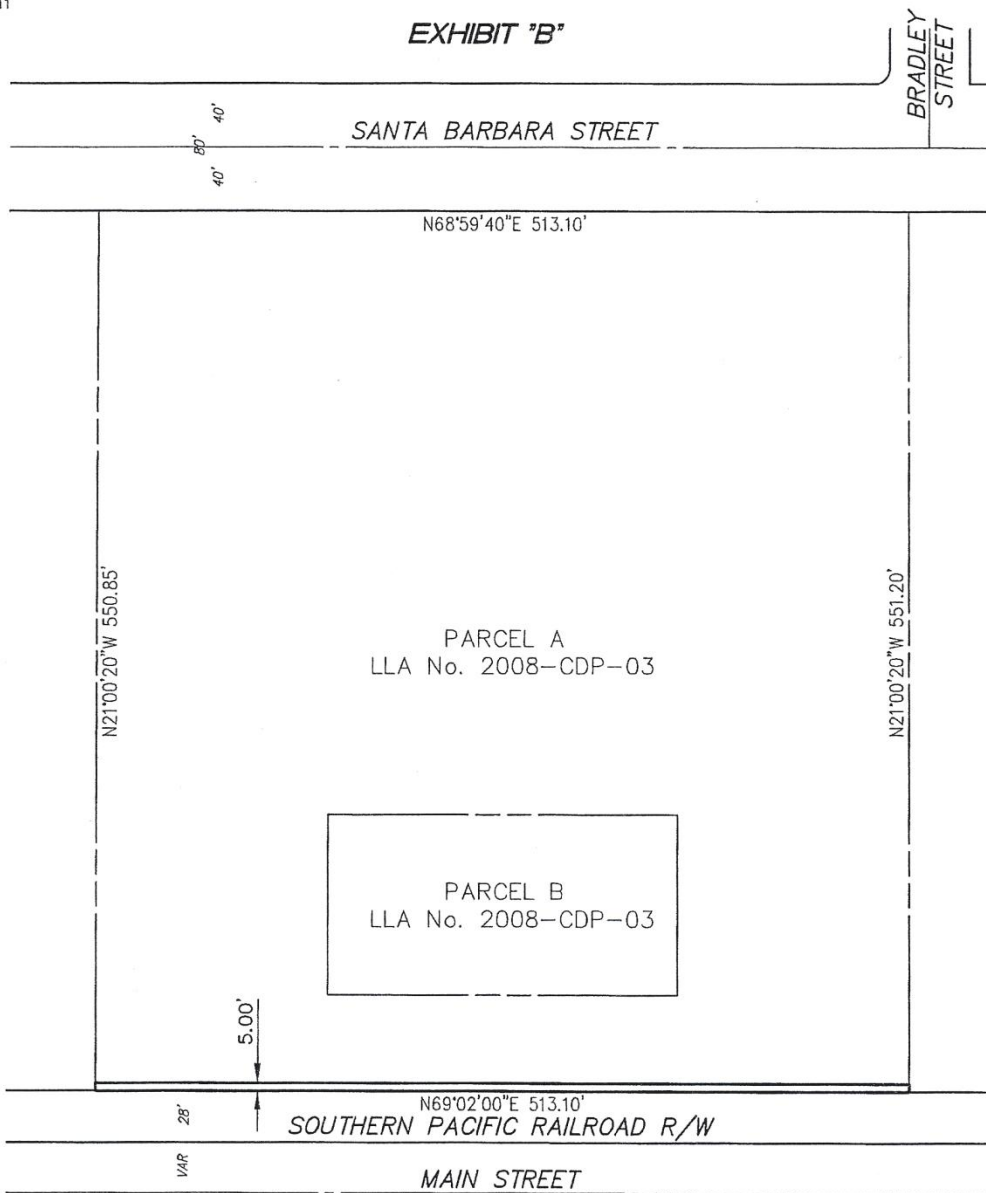
\_\_\_\_\_  
Larry J. Frager P.L.S. 7998

\_\_\_\_\_  
Date



REF: 11070LD1.DWG  
DATE: 8/31/11

**EXHIBIT "B"**



PREPARED BY:  
BENNER AND CARPENTER, INC.  
506 EAST MAIN STREET  
SANTA PAULA, CA 93060  
(805) 525-3396

---

**CERTIFICATE OF ACCEPTANCE**

Civil Code Section 27281

This is to certify that the interest in real property conveyed by the Deed dated October \_\_, 2011 to Ventura County Transportation Commission, a public entity, from Plaza Armistad Associates, a California limited partnership, is hereby accepted by order of the Ventura County Transportation Commission on October 7, 2011, and the grantee consents to recordation thereof.

Dated: October \_\_, 2011

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DARREN KETTLE, EXECUTIVE DIRECTOR



Item #91

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: STEPHANIE YOUNG, PROGRAMMING ANALYST**  
**SUBJECT: CALTRANS JOBS ACCESS/REVERSE COMMUTE (JARC) AND NEW FREEDOM CALL FOR PROJECTS**

**RECOMMENDATION:**

- Receive and file.

**DISCUSSION:**

Caltrans has announced a call for projects for Federal Transportation Administration (FTA) Section 5316 JARC and Section 5317 New Freedom funds available from the Small Urban and Rural apportionments programmed by the state. The information is posted on the Caltrans Division of Mass Transportation website, [www.dot.ca.gov/hq/MassTrans/](http://www.dot.ca.gov/hq/MassTrans/). The tentative deadline for submitting applications to VCTC is February 22, 2012. Projects selected by VCTC for consideration by Caltrans must be submitted to Caltrans by March 23, 2012. Further information is available on the VCTC website.

In Ventura County, projects serving Camarillo, Simi Valley, Santa Paula, Fillmore, and the rural portions of the unincorporated areas are eligible to receive funds from the small urban and rural apportionments. As part VCTC's recent call for projects for large urban JARC and New Freedom funds, VCTC considered projects for small urban and rural funds, and approved \$48,800 for the Arc Employment Transportation Service and \$41,300 for the Mobility Management project by Mobility Management Partners. By virtue of VCTC having approved these projects for nomination to Caltrans, these applications do not need to be resubmitted to VCTC. Any other projects should be submitted to VCTC either using the Caltrans application or the simplified application on the VCTC website. VCTC will continue to rank the projects using the same criteria utilized for the previously approved projects. These criteria are attached. Sponsors for projects approved by VCTC, including the two previously approved projects, must then complete the official Caltrans application and provide it to VCTC so that VCTC can submit the application package to Caltrans.

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**VCTC PROJECT SELECTION CRITERIA**  
**JOBS ACCESS/REVERSE COMMUTE FUNDS**  
**NEW FREEDOM INITIATIVE FUNDS**

**Screening Criteria**

For a project to be eligible for funding, it must meet the Federal eligibility requirements for New Freedoms or JARC. These requirements are as follows:

**Program Requirements:**

For JARC a project must provide transportation in one of the following categories:

- (1) Designed to transport low-income persons or welfare recipients to jobs and employment-related activities.
- (2) Designed to transport workers to suburban employment opportunities.

For the New Freedom Initiative, project must be planned and designed to meet the needs of individuals with disabilities, and meet *both* of the following requirements:

- (1) Be a new service, not in operation as of August, 2005; and,
- (2) Be a service which goes beyond the minimum ADA requirements.

**Local Match:** Project sponsors must be able to provide the Federally-required match, which is 20% of the total cost of capital projects and 50% of the total subsidy for operating costs.

**Inclusion in Plan:** Project must fall within the recommendations of the VCTC Human Service Transportation Coordination Study, adopted April 13, 2007.

**Federal Grant Requirements:** The recipient agency must be able to meet the Federal Transit Administration's conditions for use of its funds. These conditions include, but are not limited to: annual outside audit; triennial FTA audit; five-year grant records retention; development of a written maintenance plan for FTA-funded vehicles, facilities, and equipment; competitive procurement; buy America; ADA; and civil rights. (Drug and alcohol testing is not a requirement for these programs.) Agencies receiving funds will need to have in place a signed agreement committing to meeting FTA requirements. Details regarding Federal requirements can be found at [http://www.fta.dot.gov/funding/oversight/grants\\_financing\\_8941.html](http://www.fta.dot.gov/funding/oversight/grants_financing_8941.html).

**Prioritization Criteria**

VCTC will use the following criteria to prioritize projects. Scoring and ranking will be done separately for the JARC and New Freedom categories. For projects receiving Large Urbanized Area funds, the projects selected by VCTC will be funded. For projects receiving funds in the State's share, sponsors of projects prioritized by VCTC, upon receiving notification from VCTC, will need to prepare a Caltrans application which VCTC will forward to Caltrans for the final selection.

1. **Addressing of Needs - Goals and Objectives (25%):** Degree to which project directly addresses transportation gaps and/or barriers identified through the VCTC Human Service Transportation Study. Application should clearly state the program goals and objectives, i.e., how well does the project address the needs and service gaps. Priority for New Freedoms funds will be given to projects falling within the specific categories recommended in the VCTC Human Service Transportation Study. These categories are as follows: (1) Establishment of ADA core operating

hours between 7:00 a.m. and 7:00 p.m. on weekdays; (2) ADA Sunday service; and (3) Travel Training Program. Projects for the JARC funds were identified in the VCTC Human Service Transportation Study as continuing and expanding the programs developed by the VCTC Partnerships to Restore Independence and Dignity through Employment (PRIDE) program. These elements include providing transit information, including transit itineraries; providing smartcards, bus passes and tokens, support for vanpool and rideshare activities and programs. In addition, the priority selection process also targets the provision of transit services which provide for the underserved targeted populations. The specific projects which address these criteria will be amended into the VCTC Coordination as part of the action element.

2. Performance Effectiveness- Cost Effectiveness (25%): Ability to meet stated mobility goals at reasonable cost. Project sponsors should explain how the project is expected to perform in terms of performance criteria such as number of patrons served, or patron convenience, and show that the expenditure is cost effective for both the project and the overall transportation system. The application should identify clear, measurable outcome-based performance measures to track the effectiveness of the service in meeting the identified goals. A plan should be provided for ongoing monitoring and evaluation of the service, and steps to be taken if original goals are not achieved.
3. Implementation Plan (20%): Degree to which the project implementation has been well designed. Proposals must demonstrate how they will be implemented, who will be responsible for the implementation, and what are the implementation steps and timeline. The plan should identify key personnel assigned to the project, and their qualifications.
4. Sustainability- Short Term Budget And Long Term Potential (15%): Degree to which the application demonstrates a well-developed financial plan for successful implementation. The application must include a clearly-defined budget, and an indication of anticipated expenditures and revenues
5. Coordination and Outreach - Community Support (15%): Demonstrated public support for the project (including letters of support), as well as the degree to which the project sponsor's plan, as described in the application, promotes public awareness. Also, how the project will make the target community aware of it and encourage use.



Item # 9J

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: STEVE DEGEORGE, PLANNING & TECHNOLOGY DIRECTOR**  
**SUBJECT: NEXTBUS CONTRACT AMENDMENT**

**RECOMMENDATION:**

- Approve a contract amendment with Nextbus, Inc. to add the Ojai Trolley to the current contract including all required equipment, maintenance and service at a cost not to exceed \$94,000 funded through the Federal Transit Administration with State Transit Assistance and Local Transportation Funds as the required local match.

**BACKGROUND:**

In June of 2011 the Commission renewed its contract with Nextbus Inc for an additional five years of service which provides real time bus tracking and actual bus arrival predictions on web available maps and electronic signs throughout the County. Historically, the City of Ojai had chosen not to participate in the Nextbus program but the option to add the Ojai Trolley system has remained open.

**DISCUSSION:**

In December of 2011 VCTC staff was contacted by the City of Ojai Public Works Department requesting the possible inclusion of the Ojai Trolley system in the Nextbus program. VCTC staff requested cost estimates from Nextbus, Inc. to equip the City's six trollies, install up to four electronic signs, provide engineering services, as well as operating and maintenance for the life of the existing contract. Nextbus Contract Amendment #1, as shown in Attachment A to this item, carries a total cost of \$93,868.

Funding for Nextbus is provided through the Federal Transit Administration (FTA) at eighty percent (80%) with State Transit Assistance and Local Transportation Funds providing the required twenty percent (20%) match. The current Nextbus budget for Fiscal Year 2011/2012 has sufficient funds contained in it to allow the Ojai Trolley system to be added to the existing contract therefore staff is recommending the Commission approve the contract amendment with Nextbus, Inc. as set forth in Attachment A to this item.

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## Attachment A

### NEXTBUS CONTRACT AMENDMENT # 1

This Amendment #1 to the Nextbus Contract is made and entered into this 3rd day of February, 2012, by and between the Ventura County Transportation Commission (hereinafter referred to as "VCTC"), and Nextbus, Inc. ("NEXTBUS"), amends the agreement between VCTC and NEXTBUS dated June, 3 2011 and expiring October 31, 2016. This Amendment provides for hardware installation, LED sign installation, engineering services, maintenance and ASP services for the Ojai Trolley system.

#### SCOPE OF WORK

Description: Implementation of Nextbus Information System for the Ojai Trolleys.

#### TASKS:

1. Installation of GPS equipment in six (6) trolleys
2. Installation of up to four (4) 24" 2-line LED Displays, "shelter type installations" power to be provided by others.
3. Wireless service and support service for fifty-seven (57) months for equipment listed in items #1 and # 2.
4. Extended warranty for equipment listed in items #1 and #2 starting on Year 2. Year 1 warranty included in base price.
5. Engineering services for system set up and route configuration.

#### COST

	QUANTITY	GPS	LED DISPLAY	OTHER	TOTAL
TROLLEYS	6	\$ 11,970			\$ 11,970
BUS SHELTER	4		\$ 15,600		\$ 15,600
SERVICES		\$ 14,250	\$ 28,500		\$ 42,750
EXT. WARRANTY		\$ 4,788	\$ 6,240		\$ 11,028
ENGINEERING				\$ 12,000	\$ 12,000
SHIPPING		\$ 120	\$ 400		\$ 520
TOTAL		\$ 31,128	\$ 50,740	\$ 12,000	\$ 93,868

#### TOTAL CONTRACT VALUE

CONTRACT/AMEND.	ONE-TIME	SERVICES	WARRANTY	TOTAL
ORIGINAL	\$ 0	\$ 561,834	\$ 107,016	\$ 668,850
AMENDMENT 1	\$ 40,090	\$ 42,750	\$ 11,028	\$ 93,868
TOTAL	\$ 40,090	\$ 604,584	\$ 118,044	\$ 762,718

Except to the extent amended hereby, all terms and conditions set forth in the NEXTBUS Contract shall apply to this Amendment.

**IN WITNESS WHEREOF**, the parties hereto have caused this Agreement to be executed by their duly authorized representatives.

**“VCTC”: VENTURA COUNTY TRANSPORTATION COMMISSION**

**NEXTBUS, INC.:**

\_\_\_\_\_  
By John Eaton, General Manager

\_\_\_\_\_  
By John Zaragoza, Chair

**ATTEST:**

\_\_\_\_\_  
Donna Cole, Clerk of the Board

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Mitchel B. Kahn, General Counsel



**Item #9K**

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: STEVE DEGEORGE, PLANNING & TECHNOLOGY DIRECTOR**  
**SUBJECT: 2012 REGIONAL TRANSPORTATION PLAN/SUSTAINABLE COMMUNITIES STRATEGY COMMENTS**

**RECOMMENDATION:**

- The Commission receive and file an update of staff comments on the Southern California Association of Governments' (SCAG) Regional Transportation Plan (RTP).

**DISCUSSION:**

At January's joint meeting of the Ventura County Transportation Commission and Ventura Council of Governments Mr. Hasan Ikhata, Executive Director of the Southern California Association of Governments' (SCAG) presented the 2012 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS). The RTP/SCS is in a fifty five (55) day public comment period ending February 14, 2012.

Staff has been reviewing all documents associated with the RTP/SCS and believes that most comments associated with the RTP/SCS will be of a technical clean up nature rather than broader policy issues. In the upcoming month staff will be coordinating with local agencies on those technical comments and will therefore be submitting comments through SCAG's electronic message board specifically designed for the RTP/SCS for this purpose.

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**Item #10**

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: SALLY DEGEORGE, FINANCE DIRECTOR**  
**SUBJECT: TRANSPORTATION DEVELOPMENT ACT,  
LOCAL TRANSPORTATION FUND,  
DRAFT APPORTIONMENT FOR FISCAL YEAR 2012/2013**

**RECOMMENDATION:**

- Adopt the Local Transportation Fund Draft Apportionment for Fiscal Year 2012/2013 apportioning \$29.23 million as shown in Attachment 1.

**BACKGROUND:**

Each year 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 revenues include funds for Commission administration (amount determined by the Commission), County administration fees, Commission planning activities (capped at 2% of revenues), bicycle and pedestrian projects (capped at 2% after administrative and planning costs are deducted), rail passenger service operations/capital improvement with the remainder going to fund transit and if all transit needs are met, to street and road projects. Staff 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.

The Ventura County Auditor-Controller is projecting that Fiscal Year 2012/2013 Local Transportation Fund sales tax receipts will be \$27.1 million (see Attachment 2). Additionally, the Auditor-Controller's office is increasing their estimate for Fiscal Year 2011/2012 by 1.5 million bringing the total for Fiscal Year 2011/12 from \$25.6 million to \$27.1 million.

In recognition of the volatility of sales tax revenue, the Commission at its March 2011 meeting adopted a new policy to maintain a reserve of roughly 10% of funds to be apportioned for Articles 4 (public transportation) and 8 (other allocations, currently transit and local streets and roads). Maintaining a larger reserve allows VCTC to “smooth out” sales tax fluctuations lowering the possibility of revised apportionments. Should LTF revenues received be lower than estimated, VCTC would be able to draw from the reserves to keep local jurisdictions whole for the fiscal year. The reserve for Fiscal Year 2011/2012 was approximately \$2.6 million.

The reserve from Fiscal Year 2011/2012, plus the estimated \$1.5 million increase from Fiscal Year 2011/2012 receipts along with the \$0.7 million increase in receipts from Fiscal Year 2010/2011 leave the Local Transportation Fund an estimated beginning balance of approximately \$4.8 million.

Per the TDA, the Commission apportions the article 4 and 8 funds based on the California Department of Finance population numbers. The Department of Finance issues the updated population estimates for the cities and counties in May of each year. The Draft Fiscal Year 2012/2013 apportionment is based on the January 1, 2011 population estimate of 828,383 which incorporated adjustments for the 2010 census counts. The Final LTF apportionment will be adjusted for the new population estimate published in May 2012.

After reserving \$2.67 million, the Fiscal Year 2012/2013 apportionment includes the following allocations:

- \$1,984,600 Article 3 funds for Commission use:
  - \$400,000 for Metrolink passenger rail purposes continuing to maximize LTF funds provided to local jurisdictions for transit and street and road projects by utilizing other funds, primarily State Transit Assistance (STA) funds.
  - \$584,600 for planning activities which include Regional Transportation Planning, Regional Transit Planning, Transportation Improvement Program and Monitoring,
  - \$1,000,000 placeholder for administration of Commission activities including ADA and Senior projects, Go Ventura Smartcard, Nextbus, Grant Administration, Transit Information Center, TDA Administration, Transportation Improvement Program and Monitoring as well as supporting the Commission’s office administration and management.
- \$15,000 Article 3 funds for the County Auditor-Controller’s administrative costs.
- \$552,608 Article 3 funds for Bicycle and Pedestrian projects.
- \$26,677,792 (an increase of \$748,408 from Fiscal Year 2011/2012) for apportionment to Articles 4 and 8 for Transit and Street and Road projects.

The Final apportionment will be presented to the Commission in June and will be adjusted for the updated Department of Finance population figures and the Final Fiscal Year 2012/2013 VCTC Budget.

**ATTACHMENT 1**  
**VENTURA COUNTY TRANSPORTATION COMMISSION**  
**TDA LOCAL TRANSPORTATION FUND DRAFT APPORTIONMENT FOR FISCAL YEAR 2012/2013**

			<b>DRAFT</b>	<b>FINAL</b>	<b>Change vs.</b>
			<b>FY 2012/2013</b>	<b>FY 2011/2012</b>	<b>FY 2011/2012</b>
Estimated Unapportioned Fund Balance			<b>4,800,000</b>	5,300,000	-500,000
Contingency Reserve			<b>-2,670,000</b>	-2,590,000	80,000
Estimated Annual LTF Receipts			<b>27,100,000</b>	25,600,000	1,500,000
Total Funds Available			<b>29,230,000</b>	28,310,000	920,000
Auditor's Administrative Costs			<b>15,000</b>	15,000	0
VCTC Administrative Costs			<b>1,000,000</b>	862,082	137,918
VCTC Planning Costs			<b>584,600</b>	566,200	18,400
Subtotal			<b>27,630,400</b>	26,866,718	763,682
Article 3 Bikeway/Pedestrian Fund			<b>552,608</b>	537,334	15,274
Subtotal			<b>27,077,792</b>	26,329,384	748,408
Article 3 Commuter Rail			<b>400,000</b>	400,000	0
Total to be Apportioned			<b>26,677,792</b>	25,929,384	748,408

<b>Article 4 and Article 8 by Agency</b>	<b>Population</b>	<b>Pop %</b>	<b>DRAFT</b>	<b>FINAL</b>	<b>Change vs.</b>
			<b>FY 2012/2013</b>	<b>FY 2011/2012</b>	<b>FY 2011/2012</b>
Camarillo	65,830	7.95%	<b>2,120,033</b>	2,060,558	59,475
Fillmore	15,120	1.83%	<b>486,934</b>	473,274	13,660
Moorpark	34,710	4.19%	<b>1,117,824</b>	1,086,465	31,359
Ojai	7,511	0.91%	<b>241,889</b>	235,103	6,786
Oxnard	199,722	24.11%	<b>6,431,979</b>	6,251,539	180,440
Port Hueneme	21,477	2.59%	<b>691,659</b>	672,256	19,403
San Buenaventura	107,124	12.93%	<b>3,449,892</b>	3,353,110	96,782
Santa Paula	29,531	3.56%	<b>951,036</b>	924,356	26,680
Simi Valley	125,026	15.09%	<b>4,026,420</b>	3,913,464	112,956
Thousand Oaks	127,557	15.40%	<b>4,107,930</b>	3,992,688	115,242
Ventura County - Unincorporated	94,775	11.44%	<b>3,052,196</b>	2,966,571	85,625
Total	828,383	100.00%	<b>26,677,792</b>	25,929,384	748,408

## ATTACHMENT 2

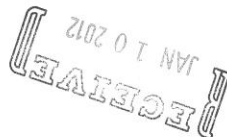
CHRISTINE L. COHEN  
AUDITOR-CONTROLLER  
County of Ventura  
800 South Victoria Avenue  
Ventura, CA 93009-1540



CHIEF DEPUTIES  
LOUISE WEBSTER  
SANDRA BICKFORD  
BARBARA BEATTY  
JOANNE McDONALD

January 10, 2012

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



SUBJECT: LOCAL TRANSPORTATION FUND FY 2012-13 ESTIMATES

Dear Mr. Kettle:

The Auditor-Controller's conservative estimate of the Local Transportation Fund (LTF) revenues for fiscal year 2012-13 is \$27.1 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.

For FY 2011-12 we had projected \$25.6 million. This estimate is currently revised to \$27.1 million. In addition, based on the allocation schedule provided by your office, we estimate that approximately \$58,088 in interest will be earned by the fund during fiscal year 2011-12 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 revised revenue estimates of \$27.1 million, budgeted allocations of \$28.3 million and interest of \$58,088 we project a LTF fund balance at June 30, 2012, of approximately \$4,881,000. (see Attachment I).

The Auditor-Controller's estimated LTF administrative costs for fiscal year 2012-13 are \$15,000.

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,

CHRISTINE L. COHEN  
Auditor-Controller

Enclosure





Item #11

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: PETER DE HAAN, PROGRAMMING DIRECTOR**  
**SUBJECT: REVISED FUNDING FOR OXNARD PROJECTS**

**RECOMMENDATION:**

- Reprogram \$1,462,212 in Proposition 1B Trade Corridor Infrastructure Fund money from the Rice/101 Interchange Improvement to the Hueneme Road Widening, and reprogram \$1,462,212 in Surface Transportation Program funds from the Hueneme Road Widening to the Del Norte Boulevard Resurfacing.

**BACKGROUND:**

The Rice/101 Interchange Improvement project being implemented by the City of Oxnard has experienced significant cost savings, largely due to the construction contract being awarded significantly below the original construction cost estimate. Since the construction funding package originally included \$30,449,000 in Proposition 1B Trade Corridor Infrastructure (TCIF) funds provided by the California Transportation Commission (CTC), that Commission will be taking action in February to reduce its funding commitment to the project commensurate with the cost reduction. Under the program policies adopted by the coalition of Southern California transportation agencies which developed the regional TCIF program, VCTC has the "first call" for use of any cost savings for another eligible TCIF project. However, the TCIF program requires that an eligible project be for goods movement improvements, be ready to start construction by December 2013, and have a 50% match. Staff has identified one project in the County eligible to use a portion of the cost savings, namely the Hueneme Road Widening in Oxnard. This project is currently fully-funded, and the design is nearly complete. Since the construction cost is estimated to be \$2,924,424, the project is can use \$1,462,212 in TCIF.

Although the Rice/101 Interchange will be completed significantly under budget, an unanticipated impact of the project has been the severe pavement deterioration of Del Norte Boulevard due to trucks being detoured away from the intersection. Since rehabilitation of this pavement is not a goods movement improvement, the project would not be eligible to receive TCIF. Staff therefore recommends that the \$1,462,212 in Surface Transportation Program (STP) funds that will be saved by the reallocation of TCIF funds to Hueneme Road be programmed to rehabilitate Del Norte Boulevard, thus helping address this impact.

The recommended reprogramming of TCIF and STP will be contingent up CTC approval of VCTC's request regarding the TCIF funds. Staff anticipates a favorable decision by the CTC given that the Southern California coalition will provide its support for the recommendation.

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**Item # 12**

**February 3, 2012**

**MEMO TO:     VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM:         STEVE DEGEORGE, PLANNING & TECHNOLOGY DIRECTOR**  
**SUBJECT:      VENTURA COUNTY BIKEWAYS MAP**

**RECOMMENDATION:**

- The Commission receive and file a presentation of the Ventura County Bikeways Map and smartphone applications.

**DISCUSSION:**

Last fall the Commission approved an update of the Ventura County Bikeways Map and development of Bikeways smartphone applications through a contract with Maps.com in Santa Barbara. In updating the Bikeways Map, staff had each city and the County review and update VCTC's inventory of known bicycle lanes and then compiled all of the updates into a single countywide map. With the assistance of the Channel Islands Bicycle Club the map was further reviewed for both content and usability resulting in the map that will be presented at the Commission meeting.

Using the bicycle map created as a base, free smartphone applications were then developed which allow anyone with either an Android or an iPhone to locate the nearest bicycle lane to their current location and provide a scalable map of the County's bicycle lanes. The application will also allow a cyclist to track their progress along a ride and provide distance and average speed. The applications can be downloaded through the use of a QR code found on the Bikeways Map or from any page on VCTC's website. The QR recognizes the type of phone used and automatically directs the user to the appropriate application store for downloading.

As a follow up to both the Map and smartphone applications, staff will be creating new web based bicycle maps for the VCTC website as well.

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Item # 13

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

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

**SUBJECT: AMTRAK PACIFIC SURFLINER PASSENGER RAIL OPERATIONS  
SELF-GOVERNANCE AND ADMINISTRATION INITIATIVE**

**RECOMMENDATION:**

- Support in concept self-governance and administration of State-funded Amtrak Pacific Surfliner passenger rail operations on the southern California Coast Main Line corridor.

**BACKGROUND:**

In addition to participating in Metrolink commuter passenger rail operations, VCTC is one of eight transportation agencies providing local administrative oversight to the State Division of Rail on Amtrak Pacific Surfliner intercity passenger rail operations on the "LOSSAN" corridor. The LOSSAN corridor is the southern portion from San Diego to San Luis Obispo of the Coast Main Rail Line. The other agencies involved in LOSSAN are the Los Angeles County Metropolitan Transportation Authority (METRO), the North San Diego Transit District (NCTD), the Orange County Transportation Authority (OCTA), the San Diego Association of Governments, (SANDAG), the San Diego Metropolitan Transit System (MTS), the Santa Barbara Association of Governments (SBCAG), and, the San Luis Obispo Council of Governments (SLOCOG).

The State contracts with Amtrak to run the Pacific Surfliner service in the LOSSAN area. There are also two commuter rail services operating in the southern part of the LOSSAN corridor: the Coaster operated by NCTD in San Diego County and Metrolink, operated by METRO, OCTA, RCTC, SANBAG and VCTC in those counties. The intercity Surfliner trains run longer distances and generally during the non-peak hours on weekdays and weekends. The commuter trains operated by Coaster and Metrolink, run shorter trips geared for workers during peak-travel hours. Another important distinction between the intercity Surfliners and commuter train operations is the State entirely supports the intercity Pacific Surfliner trains while local agencies pay for commuter trains with a variety of revenues.

**DISCUSSION:**

Historically, until the late 1990's, the State controlled all aspects of intercity rail operations. However, in 1998, in northern California, the Capitol Corridor intercity passenger rail service was implemented, still with State funding support but with full local operational and administrative control. This rail service has proved to be very successful, combining State funding with local control of rail operations.

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Because of the success of the intercity Capitol Corridor trains, and with the goal of improving the operations of both the Pacific Surfliner trains and commuter operations in southern California, the LOSSAN JPA Board has been exploring assumption of control of the LOSSAN intercity train operations from the State. While there haven't been major problems with train service in the northern part of the LOSSAN corridor, there have been issues in the southern portion where the volume of daily trains is more problematic. It is believed assumption of administrative and operational control will alleviate those problems and make both Pacific Surfliner intercity and commuter train operations easier for the public to understand and use. This goal is also in keeping with VCTC's general support of self-governance and self-administration.

Over the past several months, discussions have continued but there are still many details that need to be worked through including Board structure and voting, and administrative arrangements. It is also essential that State funding guarantees be built into the new operation to make sure the State continues to fully support the intercity rail operation.

State legislation will be needed to accomplish this goal, and staff is continuing to work closely with the other LOSSAN member agencies to finalize details and to arrange for a "spot bill" to carry the proposed change. At this time, staff is requesting the Commission approve going forward with the general concept of self-governance and administration of the Pacific Surfliner LOSSAN intercity passenger rail operations. After the legislation to implement the new management structure is drafted, we will return to the Commission with a recommendation for final approval likely at the April meeting.



Item #14

February 3, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**

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

**SUBJECT: REPORT OF THE REGIONAL TRANSIT STUDY STEERING COMMITTEE -  
DIRECTION AND POLICY ISSUES FOR FURTHER CONSIDERATION.**

**RECOMMENDATION**

- Receive the report from the Steering Committee.
- Provide direction to the steering committee and staff.

**BACKGROUND**

The Commission has been working for the past year on the Regional Transit Study, which includes a response to the Legislature regarding the implementation of SB 716. This planning process has included pursuing the opportunity provided by the Legislature to present an alternative plan for public transportation service provision in light of the directive of SB 716 that all Transportation Development Act (TDA) funds are to be spent for public transit (rather than streets and roads) commencing July 1, 2014.

Following the SB 716 Report to the Commission at the December 2011 meeting, the Commission directed further examination of the alternatives. The Steering Committee met with a number of the operators and city managers to comply with that direction. At the Steering Committee meeting, the committee offered the operators the opportunity to develop and present an additional alternative. The operator staffs met a number of times and developed a proposal which was presented to the Steering Committee in January. The Steering Committee discussed the prior work of the Commission and the Committee, and the operators' proposal, and areas of consensus, especially in achieving the goals of the Commission.

A copy of the consultant's report summarizing the outcome of the meeting with the operators and the additional alternative will be attached under a separate cover. Also under a separate cover is a copy of the proposal submitted to the Steering Committee by the operators.

Based on the direction of the Commission, staff and the consultants will develop a draft report to the legislature, share the draft with our stakeholders, and return to the Steering Committee before returning to the Commission with a recommended report to the state legislature.

**Attachments:**

1. Report to the Ventura County Transportation Commission Regional Transit Study Steering Committee Direction and Policy Issues for further Consideration
2. Matrix of options
3. Operator Alternative