



AGENDA

TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

Thursday, April 14, 2016, 1:30 p.m.

Camarillo City Hall, Administrative Conference Room

601 Carmen Drive, Camarillo, CA

OFFICERS OF THE COMMITTEE:

MIKE HOUSER, City of Thousand Oaks – CHAIR

SHAUN KROES, City of Moorpark – VICE CHAIR

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Committee meeting, please contact the Clerk of the Committee at (805) 642-1591 ext. 111. 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.

- | | |
|----------------|--|
| Item #1 | CALL TO ORDER |
| Item #2 | INTRODUCTIONS AND ANNOUNCEMENTS |
| Item #3 | PUBLIC COMMENTS |
| Item #4 | MARCH 17, 2016 MEETING MINUTES – PG. 3 <ul style="list-style-type: none">• Approve the March 17, 2016 meeting minutes. |
| Item #5 | ADA CERTIFICATION AND MILEAGE REIMBURSEMENT PROGRAM UPDATE – PG. 5 <ul style="list-style-type: none">• Receive and file the monthly ADA Certification Services Report and Mileage Reimbursement Program update. |
| Item #6 | PRESENTATION FROM FIRST 5 VENTURA COUNTY |
| Item #7 | FY 2016/17 ESTIMATED FEDERAL TRANSIT APPORTIONMENTS – PG. 8 <ul style="list-style-type: none">• Receive and file. |
| Item #8 | STATUS OF FEDERAL CMAQ PROJECTS – PG. 13 <ul style="list-style-type: none">• Review and update project schedules. |

**Item #9 PROPOSED POLICY FOR TRANSPORTATION DEVELOPMENT ACT
LOCAL TRANSPORTATION FUND USE – PG. 16**

- Support recommendation that TDA funds allocated to eligible claimants and passed-through to other entities retain TDA requirements for policy implementation effective July 1, 2016.

Item #8 ADJOURN

In consideration of the City of Camarillo, please exit this meeting quietly through the exit door located directly right of the Administrative Conference Room, not back through the front section of Camarillo City Hall. Thank you.

**MINUTES OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)
TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)**

March 17, 2016

1. Call to Order

Chair Mike Houser called the meeting to order at 1:30 p.m. A quorum was present. Self-introductions were performed. The following people were present:

Bill Golubics	Camarillo	Tyler Nestved	Camarillo
Ray Porras	CSUCI	Vanessa Rauschenberger	GCTD
Jennifer Martinez	ILRC	Shaun Kroes	Moorpark
Mike Culver	MMP	Joseph Briglio	SCAG
Chris Latham	Simi Valley	Mike Houser	Thousand Oaks
Priscilla Freduah-Agyemang	Thousand Oaks	Ben Cacatian	VCAPCD
Kathy Connell	Ventura County	Aaron Bonfilio	VCTC Intercity Bus
Ellen Talbo	VCTC	Martin Erickson	VCTC
Judith Johnduff	VCTC	Kara Elam	VCTC
Kevin Khouri	VCTC		

2. Announcements

The Valley Express had a schedule change in January 2016. VCTC Intercity will be accepting delivery of a new bus next week. The VCAPCD Air Quality Specialist Judy Willens has retired. Ben Cacatian will be overseeing the VCAPCD Rule 211 Program, which is the employer commute survey program. An update on the status of the LOSSAN Santa Barbara/Ventura train will be provided via a presentation available on SBCAG's website on March 19. GCTD has recently filled their Planner position. The City of Thousand Oaks has two temporary transit technician positions open through March 21. Planning of the Thousand Oaks "Beach Bus" is underway; service to Zuma Beach will increase and service northbound to Ventura-area beaches will be added.

3. Public Comments

No public comments were made.

4. February 18, 2016 Meeting Minutes – Action

Vanessa Rauschenberger moved to approve the February 18, 2016 meeting minutes. Kathy Connell seconded the motion. The motion passed with no objections.

5. ADA Certification and Mileage Reimbursement Program Update

Summary reports on the Mileage Reimbursement Program (MRP) and the ADA Certification Services for February 2016 were provided to TRANSCOM. In February, the ADA certification determinations exceeded 850 for the fiscal year.

6. Revision to VCTC Funding – CMAQ & LCTOP Programs – Action

A status update on the Oxnard/Camarillo Commuter Bus Service project and the East/West Connector project was provided. Vanessa Rauschenberger moved to recommend to the Commission approval:

- Transfer CMAQ funds in the amount of \$334,959 from the East/West Connector to the Oxnard/Camarillo Commuter Bus Service for purchase of one bus.
- Transfer LCTOP funds in the amount of \$334,959 from the Oxnard/Camarillo Commuter Bus to the East/West Connector for purchase of one bus.

Shaun Kroes seconded the motion. The motion passed with no objection.

7. Review and Approve Scope for the Coordinated Human Services Transportation Plan – Action

Staff provided an update on VCTC's Coordinated Human Services Transportation Plan. AMMA, Inc. was the only bid received. Staff recommended TRANSCOM review and approve the proposed scope from AMMA, Inc. Staff will then recommend to the Commission at its April meeting final approval of the selection and scope of work submitted by AMMA, Inc. After discussion, TRANSCOM decided that its recommendation should not be to approve the scope of work submitted by AMMA, Inc. but to approve the project proceeding as proposed by staff. Kathy Connell entered an amended motion recommending VCTC proceed with the project as proposed. Aaron Bonfilio seconded the motion. The motion passed with no objection.

8. Unmet Needs Draft Report

Staff presented the draft FY 2016/17 Unmet Needs Report and requested that comments be provided no later than March 29. The CTAC/SSTAC was provided the draft report at their March 8 meeting. Based on feedback from both TRANSCOM and CTAC/SSTAC, the appropriate revisions to the FY 2016/17 Unmet Needs Report will be made. The final report will be presented at the April 12 CTAC/SSTAC meeting with the staff recommendation that the CTAC/SSTAC approved the FY 2016/17 Unmet Needs Report and Findings for the Commissions consideration at the May VCTC meeting.

9. Adjournment – Action

Chair Mike Houser moved to adjourn the meeting at 2:31 p.m. The motion passed with no objections.



Item #5

April 14, 2016

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM UPDATE

RECOMMENDATION:

- Receive and file the monthly ADA Certification services report and Mileage Reimbursement Program update.

DISCUSSION:

The March 2016 ADA Certification Services Report from Mobility Management Partners is attached.

MMP received Section 5310 funding to expand its services to include the development and implementation of a pilot volunteer driver mileage reimbursement program in cooperation with the Area Agency on Aging and other agencies serving the needs of the county's senior population. MMP will provide an update on the Mileage Reimbursement Program (MRP) at the TRANSCOM meeting.

Monthly ADA Certification Services Report March 2016

Category	Item Measured	March	Feb	Jan	Dec	Nov	
Call Center	Inbound ADA Calls	855	893	891	670	889	Total phone calls inbound/outbound: 1012
	Outbound ADA calls	157	146	101	141	188	
	Average hold time (in seconds)	3.67	9.84	14.4	9.5	6.67	
	Outbound Area Transmittals	5	4	12	7	1	Riders requesting service outside of Ventura County
	Inbound Area Transmittals	1	3	1	4	0	Riders requesting service into Ventura County
Applications Received	Recertification	39	34	20	17	11	Total applications received: 118 New: 79 Recertification: 39
	New Applications	79	111	70	69	86	
Applications Received by Service Area	Camarillo Area	8	9	14	7	11	
	Gold Coast Area	41	54	37	28	45	
	Heritage Valley Area	1	6	1	4	3	
	Moorpark Area	5	7	4	1	2	
	Simi Valley Area	30	37	20	24	28	
	Thousand Oaks Area	31	31	14	20	7	
	Out of County	2	1	0	2	1	
	Completed Evaluations In-person, Short-Term and Recertifications	Complete, with Functional Evaluation	21	25	25	29	
Complete, Interview w/o Functional Evaluation		8	4	3	3	5	
Complete, Special Circumstance (no Interview)		42	34	28	25	25	
Complete, Over 85+		12	14	6	8	14	
Complete, Phone Interview		1	3	1	2	0	
Complete, Short-term Certification (60 days)		1	1	1	2	1	
Complete, Recertifications		19	24	11	10	20	
		Total Evaluations	104	105	75	79	91
Delays in Processing (Cumulative)	Due to incomplete application by client	4	2	3	4	4	26 delays in processing due to incomplete applications or pending receipt of Professional Evaluations
	Pending Professional Evaluation (PE)	22	21	24	17	17	
	Applications that failed to meet 21 day rule	0	0	0	0	0	
	Applicants awaiting in-person interviews	14	11	11	13	29	
MONTHLY ASSESSMENTS BY CITY							
Assessments	Assessment Catagories	Totals	OAC	SIMI	T.O.	MPK	Assessment Tests
	With Physical Assessment	11	7	4	0	0	Tinetti Gait & Balance test:Measures Gait/balance while seated, standing, walking FACTS Test- Cognitive skills needed for travel in the community using Public Transit Interview only, no further assessment required
	With Cognitive Assessment	10	3	4	3	0	
	Interview only (at assessment sites)	8	6	0	2	0	
	No Shows	8	7	1	1	0	
	Total in-person interviews scheduled	37	23	9	6	0	
	Total Number of appointment days	9	5	2	2	0	
Determination Types:				Totals	%		
Unconditional (including S.C., Over 85+ , Phone interviews)			83	80%			
Conditional			9	9%			
Temporary			11	10%			
Denials			0	0%			
Short Term			1	1%			

Monthly ADA Certification Services Report 2016						
APPLICATIONS RECEIVED BY CITY						
Gold Coast Transit District	March	Feb	Jan	Dec	Nov	Oct
Casitas Springs	0	0	0	0	0	0
Meiners Oaks	0	0	0	0	0	0
Miramonte	0	0	0	0	0	0
Ojai	1	1	0	1	5	4
Oak View	0	1	0	0	0	0
Oxnard	26	37	22	18	24	22
Port Hueneme	0	5	1	1	1	2
Ventura	14	10	14	8	15	16
Other	0	0	0	0	0	1
Valley Express District						
Fillmore	1	2	1	2	1	2
Piru	0	0	0	0	0	0
Santa Paula	0	4	0	2	2	5



Item #7

April 14, 2016

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: FY 2016/17 ESTIMATED FEDERAL TRANSIT APPORTIONMENTS

RECOMMENDATION:

- Receive and file.

DISCUSSION:

VCTC is now starting the process for developing the Program of Projects (POP) for transit projects to be programmed in FY 2016/17 in Ventura County. As you are aware, each year all projects funded by the Federal Transit Administration (FTA) must be included in a publicly-reviewed POP, which is adopted by VCTC. In addition, projects must be included in the SCAG Regional Transportation Improvement Program (TIP), and VCTC uses the adopted POP as a basis for preparing a TIP Amendment for SCAG to include the upcoming transit projects in the TIP. Transit operators are therefore requested to provide to VCTC staff by April 26th a program of projects that is proposed for funding using its share of the available funds.

The attached revenue tables calculate the amount of funds estimated to be apportioned by FTA to each urbanized area, along with the source of the various funds generated by FTA's formula. The estimated funding amounts are based on what is authorized in the federal Fixing America's Surface Transportation (FAST) Act.

The attached expense table shows how the various estimated expenses are funded from the different areas. The amount available for each agency to program is the total of the "Local Bus/Capital" and "5339 Funds" columns. In addition, Gold Coast, Simi Valley, Thousand Oaks, and Moorpark may program up to the amount shown in the "ADA" column for their ADA service, and may also use the funds in the "ADA" column for other eligible transit uses if they chose not to use all of the funds for ADA. For Thousand Oaks and Moorpark, the two cities will need to agree on how much of the \$1,338,780 available from 5307 and 5339 on the "Thousand Oaks/Moorpark" line (including the ADA funds) will be used by each of their respective cities.

As in past years, Section 5307 funds are taken off-the-top to cover VCTC countywide planning costs. However, a slight change was made this year to the distribution formula to better account for the fact that only the “urban” population as defined by the Census Bureau, rather than the entire county population, is used in distributing the Section 5307 funds.

Since the previous federal transportation authorization, MAP-21, consolidated the Jobs Access Reverse Commute (JARC) program with Section 5307, the portion of 5307 funds generated based on low-income population is separated out. Under VCTC policy, those funds will be distributed to eligible projects based on a call for projects to be issued in the fall.

VCTC will use the programs submitted by the transit operators to prepare the countywide draft Program of Projects, to be reviewed by TRANSCOM at its May 12, 2016 meeting, and adopted by VCTC at its June 3, 2016 meeting. The final version of the POP will be reviewed by TRANSCOM in August, and approved by VCTC at its September 2, 2016 meeting.

FY 2016/17 POP Countywide Planning

(FTA Section 5307 funds only)

	15/16 POP			16/17 POP		
	Additional 15/16	Pre Prog 16/17	Total 15/16 Grant	Additional 16/17	Pre Prog 17/18	Total 16/17 Grant
VCTC Bus Planning		375,000	375,000		375,000	375,000
Elderly/Disabled Planning/Evaluation		210,000	210,000	10,000	230,000	240,000
Fare Collection / APC Data Management		320,000	320,000		240,000	240,000
Fare Collection / APC Equipment		420,000	420,000		420,000	420,000
Nextbus	105,000		105,000	105,000		105,000
Transit Planning & Programming		710,000	710,000		820,000	820,000
Transit Information Center		190,000	190,000		190,000	190,000
Transit Marketing*			-			-
Total VCTC planning	\$ 105,000	\$ 2,225,000	\$ 2,330,000	\$ 115,000	\$ 2,275,000	\$ 2,390,000

* Transit Marketing now funded from CMAQ.

2016/17 ESTIMATED POP REVENUES

	Metrolink 5337 Funds ¹	Metrolink 5307 Funds ¹	VCTC/VE 5307 Funds ²	Bus	Population	Bus/Pop 5339 Funds	Jobs Access Reverse Commute	TOTAL
Oxnard/Ventura UZA	\$ 4,891,175	\$ 2,481,515	\$ 1,378,805	\$ 2,026,671	\$ 3,051,606	\$ 672,992	\$ 211,530	\$ 14,714,294
Gold Coast ³	\$ -	\$ -	\$ -	\$ 2,026,671	\$ 3,051,606	\$ 515,047		\$ 5,593,324
SCRRA/VISTA	\$ 1,503,137	\$ 750,907	\$ 1,067,346	\$ -	\$ -	\$ 122,267		\$ 3,443,658
Simi Valley	\$ 1,883,669	\$ 962,083	\$ 71,063	\$ -	\$ -	\$ 8,141		\$ 2,924,956
Camarillo	\$ 1,504,370	\$ 768,524	\$ 82,342	\$ -	\$ -	\$ 9,432		\$ 2,364,668
Thousand Oaks/Moorpark	\$ -	\$ -	\$ 158,053	\$ -	\$ -	\$ 18,105		\$ 176,158
Thousand Oaks/Moorpark UZA	\$ 3,310,920	\$ 732,966	\$ -	\$ 739,914	\$ 1,281,359	\$ 205,762	\$ 52,579	\$ 6,323,501
Thousand Oaks/Moorpark	\$ 3,310,920	\$ 732,966	\$ -	\$ 739,914	\$ 960,994	\$ 128,174		\$ 5,872,968
Non TO/Moorpark	\$ -	\$ -	\$ -	\$ -	\$ 320,365	\$ 77,588		\$ 397,953
Simi Valley UZA	\$ -	\$ -	\$ -	\$ -	\$ 2,653,974	\$ 296,533	\$ -	\$ 2,950,507
Camarillo UZA³	\$ -	\$ -	\$ -	\$ -	\$ 2,944,151	\$ 149,392	\$ -	\$ 3,093,543
TOTAL FTA Funds	<u>\$ 8,202,095</u>	<u>\$ 3,214,481</u>	<u>\$ 1,378,805</u>	<u>\$ 2,766,584</u>	<u>\$ 9,931,090</u>	<u>\$ 1,324,679</u>	<u>\$ 264,109</u>	<u>\$ 27,081,844</u>

¹Metrolink FTA revenue for Simi Valley and Camarillo Areas is reported to Oxnard/Ventura Area.

²VISTA FTA Revenue for TO/Moorpark, Camarillo, and Simi Valley Areas is reported to Oxnard/Ventura Area.

³ Include any carryover.

2016/17 POP EXPENSES

	Metrolink 5337 Funds ⁴	Metrolink 5307 Funds ⁴	VCTC/VE 5307 Funds	Countywide Planning ⁵	ADA ⁶	Local Bus/Capital ⁷	Bus/Pop 5339 Funds	Jobs Access Reverse Commute	TOTAL
Oxnard/Ventura UZA	\$ 4,891,175	\$ 1,849,413	\$ 2,010,907	\$ 1,324,487	\$ 896,613	\$ 2,857,177	\$ 672,992	\$ 211,530	\$ 14,714,294
Gold Coast	\$ -	\$ -	\$ -	\$ 1,324,487	\$ 896,613	\$ 2,857,177	\$ 515,047		\$ 5,593,324
SCRRA/VISTA	\$ 1,503,137	\$ 118,805	\$ 1,699,448	\$ -	\$ -	\$ -	\$ 122,267		\$ 3,443,658
Simi Valley	\$ 1,883,669	\$ 962,083	\$ 71,063	\$ -	\$ -	\$ -	\$ 8,141		\$ 2,924,956
Camarillo	\$ 1,504,370	\$ 768,524	\$ 82,342	\$ -	\$ -	\$ -	\$ 9,432		\$ 2,364,668
Thousand Oaks/Moorpark JARC	\$ -	\$ -	\$ 158,053	\$ -	\$ -	\$ -	\$ 18,105	\$ 211,530	\$ 176,158
Thousand Oaks/Moorpark UZA	\$ 3,310,920	\$ 732,966	\$ 320,365	\$ 490,302	\$ 280,682	\$ 929,924	\$ 205,762	\$ 52,579	\$ 6,323,501
Thousand Oaks/Moorpark	\$ 3,310,920	\$ 732,966	\$ -	\$ 490,302	\$ 280,682	\$ 929,924	\$ 128,174		\$ 5,872,968
Non TO/Moorpark JARC	\$ -	\$ -	\$ 320,365	\$ -	\$ -		\$ 77,588	\$ 52,579	\$ 397,953
Simi Valley UZA	\$ -	\$ -	\$ -	\$ 375,663	\$ 265,397	\$ 2,012,913	\$ 296,533	\$ -	\$ 2,950,507
Camarillo UZA	\$ -	\$ -	\$ -	\$ 199,547	\$ 134,596	\$ 2,610,008	\$ 149,392	\$ -	\$ 3,093,543
TOTAL FTA Costs	<u>\$ 8,202,095</u>	<u>\$ 2,582,379</u>	<u>\$ 2,331,272</u>	<u>\$ 2,390,000</u>	<u>\$ 1,577,288</u>	<u>\$ 8,410,022</u>	<u>\$ 1,324,679</u>	<u>\$ 264,109</u>	<u>\$ 27,081,844</u>
Available Revenue									\$ 27,081,844
Surplus (Shortfall)									<u>\$ -</u>

⁴Section 5339 and 5307 monies are combined to fund Metrolink services. Some Metrolink -generated 5307 funds swapped with VISTA STA funds to reduce Metrolink swap requirement.

⁵Countywide Planning cost is distributed based on urban population.

⁶10% of 5307 apportionment.

⁷FAST allows use of up to \$6,516,311 of Oxnard/Ventura funds and \$2,039,970 of Thousand Oaks/Moorpark funds for bus operating assistance.



Item #8

April 14, 2016

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: STATUS OF FEDERAL CMAQ PROJECTS

RECOMMENDATION:

- Review and update project schedules.

DISCUSSION:

Under federal law, STP and CMAQ funds apportioned to California lapse if they are not used within three years. AB 1012, which became law in October, 1999, applies the three-year lapsing rule to CMAQ and STP funds in each county. It is important for VCTC to have an accurate schedule of STP and CMAQ projects to ensure that our region does not lose funds. VCTC also uses this project schedule to ensure that the Federal Transportation Improvement Program (FTIP) includes all of the projects which are ready-to-go and to manage the county's Obligation Authority (OA). (TRANSCOM only reviews the status of CMAQ projects, since VCTC has not programmed any STP for transit projects.)

At the February meeting TRANSCOM reviewed the schedule of upcoming CMAQ projects and provided status updates. Based on that feedback staff prepared and updated the schedule which is attached. As shown, there are sufficient projects expected to obligate funds in FY 2015/16 so that no funds should lapse, as long as these projects stay on schedule. Staff requests the Committee review the table and inform staff of any revisions that should be made. It is particularly that VCTC be informed of any delays to projects in the current fiscal year. For transit projects that are administered by FTA, the "Planned Obligation" column should contain the date that funds are expected to be transferred to FTA for inclusion in a grant. FTA's new grants database has been launched and some of the scheduled CMAQ transfers have already occurred, thus lowering the apportionment balance.

CMAQ PROJECTS FY 2015/16

Estimated Beginning Balance

\$ 20,587,888

Project Title	Agency	TIP ID	Planned Obligation (E-76 date)	Amount	Current Project Status	FTIP Status
Wells Road - Nyland Acres Route	Gold Coast Transit	VEN150609	May-16	\$2,315,803		Currently in 2015 FTIP
Transit Management System	Simi Valley	VEN150612	May-16	\$292,100		Currently in 2015 FTIP
Moorpark Rd Impr PE	Thousand Oaks	VEN150622	Mar-16	\$87,480	PE Phase RFA in progress	Currently in 2015 FTIP
Countywide Transit Marketing FY17	VCTC	VEN54070	Jul-16	\$500,000		Currently in 2015 FTIP
2nd Downtown Trolley	Downtown Vta Partners	VEN150613	Jul-16	\$176,846		Currently in 2015 FTIP
Sheridan Way/Ventura River Bike Trail PE	S.B. Ventura	VEN110304	Jul-16	\$44,265		Currently in 2015 FTIP
Fox Canyon Barranca Bike Bridge	Ojai	VEN130601	Jul-16	\$102,975		Currently in 2015 FTIP
Hwy 126 Bike Path Gap Closure RW	S.B. Ventura	VEN031230	Jul-16	\$53,118	ROW offer made, design 75% complete.	Currently in 2015 FTIP
Bike Trail in Railroad ROW	Santa Paula	VEN111102	Jul-16	\$1,110,000		Currently in 2015 FTIP
Sheridan Way/Ventura River Bike Trail CON	S.B. Ventura	VEN110304	Jul-16	\$177,060	RFA almost done, NEPA clearance underway	Currently in 2015 FTIP
Hwy 126 Bike Path Gap Closure CON	S.B. Ventura	VEN031230	Jul-16	\$743,652		Currently in 2015 FTIP
Rose Ave Sidewalk CON	Oxnard	VEN120402	Jul-16	\$401,555		Currently in 2015 FTIP
Ventura Blvd Sidewalk CON	Oxnard	VEN120403	Jul-16	\$846,346		Currently in 2015 FTIP
Rancho Rd Ped Impr PE	Thousand Oaks	VEN150616	Jul-16	\$98,600	PE Phase RFA in progress.	Currently in 2015 FTIP
Five Points Improvements	Ventura	VEN150618	Jul-16	\$300,000	Design complete, NEPA clearance underway	Currently in 2015 FTIP
Regional Ridsharing 16/17	VCTC	VEN54070	Jul-16	\$443,000		Currently in 2015 FTIP
Las Posas Road Bike Lanes PE	Camarillo	VEN150614	Jul-16	\$100,000		Currently in 2015 FTIP

Total obligations in FY 15/16 \$7,792,800
 Remaining balance \$12,795,088
 Lapsing Funds \$3,967,703

FY 2013/14	\$3,967,703	Lapses October 1, 2016
FY 2014/15	\$8,321,872	Lapses October 1, 2017
FY 2015/16	\$8,298,313	Lapses October 1, 2018
TOTAL	\$20,587,888	

CMAQ PROJECTS
FY 16/17 and Beyond

Project Title	Agency	TIP ID	Planned Obligation (E-76 date)	Amount	Current Project Status	FTIP Status
Transportation Center Improvements*	Thousand Oaks		Apr-16	\$1,500,000		Amendment required
Bus Purchase	Thousand Oaks		Apr-16	\$1,500,000		Amendment submitted
Five Expansion Buses*	Gold Coast Transit		Jul-16	\$2,478,840		Amendment submitted
Pleasant Valley Rd Bike Lanes PE	Camarillo		Jun-16	\$500,000		Amendment submitted
Passenger Rail Ticket Vending Machines	SCRRRA			\$900,251		Amendment required
Oxnard Boulevard Bicycle and Pedestrian Facilities PE	Oxnard	VEN150907		\$99,597	Request for authorization to proceed with preliminary engineering to be prepared by Nov. 2015. Proposal to on-call engineering consultant for design to be sent 12/2015. Converting to Con because PE is ATP funded.	Currently in 2015 FTIP
Bike facilities for NECSP	Oxnard	VEN130101		\$585,360	PE authorization rec'd 8/15/2014 for \$58,536. Contract for on-call engineering consultant for design sched for City Council approval 9/15/15 Env clearance rec'd from Caltrans 1/26/15	Currently in 2015 FTIP
C Street Bike Facilities	Oxnard	VEN130102		\$278,250	PE authorization rec'd 8/15/2014 for \$27,825. Negotiating with on-call engineering consultant for proposal for design. Env clearance rec'd from Caltrans 2/18/15	Currently in 2015 FTIP
Las Posas Road Bike Lanes*	County	VEN150615	Nov-16	\$483,000	PE to begin 2/15/16; Env Clearance 8/15/16; E-76 by 11/30/16; Construction to begin 06-15-17	Currently in 2015 FTIP
Pleasant Valley Rd / E Fifth Str Impr	County	VEN130104	Jun-18	\$840,000	Design begin 06-01-16; Env Clearance 08-15-17; R/W Clearance 03-15-18; E-76 by 06-30-18; Construction to begin 09-15-18	Currently in 2015 FTIP
Rio Real School Ped Improvements	County	VEN150619	Sep-16	\$120,000	PE to begin 1/15/16; Env Clearance 7/15/16; E-76 by 09/30/16; Construction to begin 03-15-17	Currently in 2015 FTIP
Camarillo Heights School Ped Improv	County	VEN150621	Sep-16	\$560,000	PE to begin 1/15/16; Env Clearance 7/15/16; E-76 by 09/30/16; Construction to begin 03-15-17	Currently in 2015 FTIP
Ojai Ave / Maricopa Ped Impr	Ojai	VEN150620		\$500,000		Currently in 2015 FTIP
Moorpark Rd Impr Con	Thousand Oaks	VEN150622		\$483,200		Currently in 2015 FTIP
Pedestrian Crossing Beacons	Oxnard	VEN150901		\$295,274	Revised scope of work approved by VCTC staff 9/14/15. Request for proposal for design sent to on-call engineering consultant 9/2015.	Amendment requested
Oxnard Blvd Bike/Ped Facility*	Oxnard	VEN150907		\$1,280,303	VCTC forgot to place this in the last TIP amendment. Request for proposal for on-call engineering design pending.	Amendment requested
Las Posas Road Bike Lanes*	Camarillo	VEN150614		\$231,988		Currently in 2015 FTIP
Rancho Rd Ped Impr*	Thousand Oaks	VEN150616		\$723,000		Currently in 2015 FTIP
Pleasant Valley Rd Bike Lanes*	Camarillo			\$1,713,250		Amendment required
Santa Ana Road Bike Lanes*	County	VEN150617	RTIP Amendment - Shift \$56K from PE to Con Phase \$854K for a grand total of \$910K for Con	\$910,000	Design in process; Env Clearance 05-15-16; R/W Clearance 12-15-16; E-76 by 03-2017; Construction to begin 06-15-17	Currently in 2015 FTIP

*Shelf List Projects



Item #9

April 14, 2016

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE

FROM: SALLY DEGEORGE, FINANCE DIRECTOR

**SUBJECT: PROPOSED POLICY FOR TRANSPORTATION DEVELOPMENT ACT LOCAL
TRANSPORTATION FUND USE**

RECOMMENDATION:

- Support recommendation that TDA funds allocated to eligible claimants and passed-through to other entities retain TDA requirements for policy implementation effective July 1, 2016.

BACKGROUND:

The Mills-Alquist-Deddeh Act (SB 325), also known as the Transportation Development Act (TDA), was enacted in 1971 by the California Legislature to fund and improve public transportation services and encourage regional transportation coordination. This law provides funding to be allocated for a wide variety of transit and some non-transit related purposes including community transit services, public transportation, bus and rail projects, pedestrian and bicycle facilities and planning and program activities.

Per the Public Utilities Code, the Ventura County Transportation Commission is the designated Regional Transportation Planning Agency (RTPA) for Ventura County. As the RTPA, VCTC is responsible for apportioning, allocating and monitoring compliance of TDA funds including both the Local Transportation Funds (LTF) and the State Transit Assistance (STA) funds. The RTPA is tasked with ensuring compliance with the TDA regulations set forth in the TDA guidebook and adopts policy in areas where the RTPA has discretionary authority.

VCTC is also required to conduct both fiscal and performance audits. VCTC contracts for fiscal audits conducted annually and performance audits conducted every three years. VCTC is responsible for financial audits of all eligible claimants except for the Gold Coast Transit District which has elected to contract for its own annual fiscal audit. VCTC reviews the completed audits for any findings and assists local agencies with TDA compliance issues. All audits are required to be submitted to the state.

Through the last two financial audit cycles in conjunction with changes brought about by SB 716, SB 203 and AB 664, staff has been reviewing VCTC's policies and procedures as well as local agency compliance with TDA regulations. Through these audits there has been significant work to bring all claimants into conformance with TDA regulations.

DISCUSSION:

TDA criteria are in part designed to ensure efficient service and prudent use of TDA funds. Both TDA Articles 4 and 8c include a variety of compliance criteria. One area where VCTC has found inconsistency in application of TDA funds is with fare box revenue ratios and local support. Fare box revenue ratios are the ratio of fare revenues to operation costs. TDA claimants who provide transit service in urbanized areas are required to meet a fare box revenue ratio of twenty percent or ten percent for non-urbanized areas. TDA claimants who only provide a transit service for the elderly and handicapped are required to meet a ten percent fare box revenue ratio. Should a TDA claimant providing transit service be unable to meet TDA fare revenue requirements, the fare box revenue ratio may be supplemented with local agency general funds, local taxes or local support.

The question has arisen whether it is appropriate for TDA funds passed through a claimant to another agency to be used to meet fare box ratio. Does TDA change its "color" and lose its TDA requirements when passed through? Historically in Ventura County, passed through TDA funds have been treated both ways: remaining as TDA with its requirements and, in one case, as changing its "color" and attached requirements. Although not specifically stated in the TDA regulations, the use of TDA as local support seems to contradict the intent of TDA and caused staff to research the question of whether passed through TDA funds carry the requirements of TDA with it.

In November 2014 staff began researching this issue. Since VCTC does not have a formal policy about this, staff sought clarification from the State. The State indicated that the TDA regulations didn't provide a clear answer to this issue and that the RTPA was allowed some discretion with interpretation.

This fiscal year with the implementation of new TDA laws and the creation of the Gold Coast Transit District, staff again looked at this practice and the potential loop holes available to transit providers to continually operate less efficient transit services. VCTC staff supports and encourages public transit, but after further discussions with the State and internally, staff believes that an interpretation of the TDA regulations that is consistent with the spirit and intent of the Transportation Development Act is in order to promote efficient service and prevent potential misuse of TDA funds.

Should the Commission approve a policy of consistency, there may be impacts. As an example, the City of Ojai operates the Ojai trolley with TDA funds passed-through from Gold Coast Transit District to the City of Ojai and the County of Ventura. The City of Ojai, however, utilizes the TDA funds passed-through to the County as local support to offset its fare box requirements. Without the use of the County's TDA funds as local support, the City will have to examine how they can run a fare box revenue ratio compliant transit service. Some of their options would be to reduce expenditures, adjust service, increase fares, and/or obtain non-TDA local support. Transit service providers within the County are required to constantly examine their services to remain compliant. Most recently, Simi Valley Transit has had to modify their services and fares to comply with TDA regulations.

Staff's recommendation is that the Commission adopt a policy that TDA funds allocated to eligible claimants and passed-through to other entities remain TDA funds carrying with it all of the TDA requirements. In consideration of changes that Ojai will have to make, staff is recommending that this change be effective with the new fiscal year, beginning July 1, 2016.