



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

Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA
Thursday, April 13, 2017
1:30 p.m.

Meeting Minutes

MEMBERS PRESENT:

Tyler Nestved, City of Camarillo
Shaun Kroes, City of Moorpark (Chair)
Austin Novstrup, City of Ojai
Robin Walker, City of Simi Valley
Priscilla Freduah-Agyemang, City of Thousand Oaks
Treena Gonzalez, County of Ventura
Vanessa Rauschenberger, Gold Coast Transit District
Martin Erickson, VCTC InterCity Bus

Ray Porras, CSU Channel Islands (ex-officio)
Ben Cacatian, VCAPCD (ex-officio)

MEMBERS ABSENT:

City of Santa Paula
City of Fillmore
City of Oxnard
City of Port Hueneme
City of Ventura
Heritage Valley Technical Advisory Committee

Caltrans District 7 (ex-officio)

VCTC STAFF PRESENT:

Darren Kettle, Executive Director
Martin Erickson, Transit Director
Peter De Haan, Programming Director
Judy Johnduff, Program Analyst
Heather Miller, Transit Planner

ITEM 1 CALL TO ORDER

Chair Kroes called the meeting to order at 1:32 p.m.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

Ms. Rauschenberger, Gold Coast Transit District, announced the May 10, 2017 ground breaking ceremony.

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.

Mr. De Haan, VCTC, announced that SB1 passed.

Mr. Kettle, VCTC, announced that VCTC has settled their dispute with RoadRunner and provided a brief review of the terms on the settlement.

Mr. Briglio, announced that the SCAG General Assembly Conference will be held May 4-5, 2017.

Mr. Kroes, City of Moorpark, announced that the sheriff's department SWAT team will be using a City of Moorpark bus for training.

ITEM 3 PUBLIC COMMENT
None.

ITEM 4 AGENDA ADJUSTMENTS
None.

ITEM 5 APPROVAL OF MINUTES

ACTION

Gonzalez moved, seconded by Walker, that the Committee approve the March 9, 2017 meeting minutes. The motion passed with no objections.

ITEM 6 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT
Mr. De Haan, VCTC, provided a brief summary of the ADA Certification Service and Mileage Reimbursement program.

ITEM 7 COST EFFECTIVENESS OF VEHICLE REPLACEMENTS/REFURBISHMENTS
The Committee discussed 1) the methods and technology to refurbish vehicles adding potentially six years to the life of a vehicle once refurbished, 2) the turn-around time (two weeks or less) to refurbish vehicles, 3) the challenges related to electric vehicles, 4) the cost of CNG (Compressed Natural Gas) being significantly lower than diesel, 5) the issue of liability with regard to buses being used beyond their "useful life," and 6) creating and updating a vehicle database that ties into the Fleet Replacement Plans, Fleet Management Plans, Short Range Transit Plan updates, and Transit Asset Management plans.

ITEM 8 CMAQ FUNDS TO RESTORE PROP 1B FUNDS PREVIOUSLY PROGRAMMED TO THOUSAND OAKS
Mr. De Haan gave a brief history of the programming of Prop 1B and CMAQ funds between VCTC and the City of Thousand Oaks.

ACTION

Brown moved, seconded by Nestved, that the Committee approve the programming \$1,010,000 of Congestion Mitigation and Air Quality Improvement Program fund to repay Proposition 1B funds borrowed by Ventura County Transportation Commission from Thousand Oaks for bus replacement. The motion passed with no objections.

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ITEM 9 APPROVE COMBINED CALL-FOR-PROJECTS FOR CMAQ AND TDA ARTICLE 3 BICYCLE AND PEDESTRIAN FUNDS

Mr. De Haan reviewed the proposed guidelines, schedule, and application for a new call for projects which will program two years' worth of combined CMAQ and TDA Article 3 funds. He proposed "off the top" funding for regional ridesharing and transit outreach.

Discussion

The Committee discussed the effectiveness of and future plans for the marketing and education and outreach program as well as the need to work more collaboratively. They also discussed the scoring criteria, various dates, and the schedule as well as the role of the Citizens Advisory Committee in the process.

ACTION

Brown moved, seconded by Novstrup, that the Committee approve the following:

- 1. The guidelines in Attachment A and application in Attachment C for a new call for projects to program CMAQ and TDA Article 3 Bicycle & Pedestrian funds, for two years' worth of funding,**
- 2. The Call for Projects Schedule contained in Item 9 of the April 13, 2017 agenda.**
- 3. "Off-the-top" funding of \$443,000 for Regional Ridesharing (to come from the Non-Transit share) for each of the two years, and \$600,000 for Transit Outreach (to come from the Transit Share) for the second year,**
- 4. Policy for Shelf List (Attachment B),**
- 5. The Creation of a subcommittee comprised of Vanessa Rauschenberger, Ben Cacatian, and Treena Gonzalez to review the points prior to submission to the full Committee.**

The motion passed with no objections.

ITEM 10 UPDATE ON THE CALTRANS CALL FOR PROJECTS FOR FTA SECTION 5310 SMALL URBAN AND RURAL FUNDS FOR ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES

Ms. Johnduff stated that Ventura Transit system was ineligible to receive funds under the current 5310 Program guidelines because the application was submitted under the "Traditional 5310 Program" for which private for-profit companies are ineligible.

Mr. Cacatian left at 2:38 p.m.

The Committee discussed a future one-call-one-click center, concerns with working with a non-profit to provide this service information, the capabilities of 2-1-1, and the adoption of the Coordinated Plan at the April 7, 2017 Commission meeting.

ITEM 11 FISCAL YEAR 2017-18 ESTIMATED FEDERAL TRANSIT APPORTIONMENTS

Mr. De Haan reviewed the process and purpose of the Program Of Projects (POP) and provided a

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May 1st deadline for transit operators to provide their proposed POP (funded with their respective apportionment.)

ITEM 12 FUTURE AGENDA ITEMS

May

- Transportation Development Act Performance Audit
- Countywide Draft Program of Projects
- SB1 Transportation Funding
- VCTC Intercity Service Changes Update

June

- Coordinated Plan Priorities
- Metrolink Funding (before August)
- Short Range Transit Plan (SRTP) Update (Moorpark)
- Unmet Transit Needs Discussion

July

- Coordinated Route Names
- Coordination of Data Standards for Trip Planners
- Transit Asset Management (TAM) Plan

To Be Determined (*in alphabetical order*)

- Coordinated Countywide Transit Map (Paper and/or Web Map)
- Coordinated Public Transit-Human Services Transportation Plan Update
- Fareboxes Rollout and Unified Fare Media (subcommittee / standing agenda item)
- Gold Coast Transit District Facility Presentation / Project Update
- Low Carbon Transit Operations Program (LCTOP)
- Regional Education and Outreach Discussion
- Request For Proposals for Paratransit Scheduling Software Update
- Routing / Scheduling Changes (working group) – post meeting April or May
- Short Range Transit Plan (SRTP) Update (August | Simi Valley)
- Train the Trainers Programs
- Transit Key Performance Indicators (draft)
- Transit Master Plans Presentations

ITEM 13 ADJOURNMENT

Chair Kroes adjourned the meeting at 2:55 p.m.

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