



VENTURA COUNTY TRANSPORTATION COMMISSION

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

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AGENDA*

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

CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, JULY 12, 2013
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 VENTURA COUNTY TRANSPORTATION COMMISSION**
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. A. [APPROVE SUMMARY FROM JUNE 7, 2013 VCTC MEETING – PG. 5](#)
B. [APPROVE SUMMARY FROM MAY 9, 2013 VCTC MEETING – PG.17](#)

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.23](#)

Recommended Action:

Receive and File

Responsible Staff: Sally DeGeorge

9B. [PASSENGER RAIL UPDATE – PG.29](#)

Recommended Action:

Receive and File

Responsible Staff: James Hinkamp

9C. [PROPOSITION 1 B TRANSIT CAPITAL CALL FOR PROJECTS– PG.33](#)

Recommended Action:

Recommend approval of call for projects for Proposition 1B Transit Capital Funds.

Responsible Staff: Stephanie Young

9D. [PROPOSITION 1B TRANSIT CAPITAL AGREEMENTS AND BUDGET AMENDMENT– PG.37](#)

Recommended Action:

- Approve the agreement with the City of Simi Valley to provide \$550,000 in Proposition 1B Transit Capital funds to the City to implement the Simi Valley Metrolink Station Parking Lot Rehabilitation and ADA Upgrades Project.
- Approve the agreement with the City of Moorpark to provide \$317,000 of Proposition 1B Transit Capital funds for the Moorpark Metrolink North Parking Lot Project and \$774,000 of Proposition 1B Transit Capital funds for the purchase of two replacement CNG buses for Moorpark Transit.
- Amend VCTC Fiscal Year (FY) 2013/14 budget to increase Transit Grand Administration Pass-Through Grants by \$1,641,000. Revenue source is Proposition 1B Transit Capital

Responsible Staff: Stephanie Young

9E. COMMUTER SERVICES THIRD QUARTER UPDATE – PG.39

Recommended Action:

Receive and File

Responsible Staff: Alan Holmes

9F. RIDER GUIDELINES FOR VISTA BUSES– PG.45

Recommended Action:

Approve and authorize distribution of Rider Guidelines for VISTA Services

Responsible Staff: Vic Kamhi

9G. RESPONSE TO VENTURA COUNTY GRAND JURY REPORT – VICTORIA AVE
CORRIDOR– PG.47

Recommended Action:

Authorize Executive Director to submit response to the Grand Jury Report

Responsible Staff: Peter De Haan

9H. RESPONSE TO VENTURA COUNTY GRAND JURY REPORT – SENIOR TRANSIT– PG.61

Recommended Action:

Authorize Executive Director to submit response to the Grand Jury Report

Responsible Staff: Vic Kamhi

10. LEGISLATIVE UPDATE AND MATRIX– PG.87

Recommended Action:

- Adopt WATCH position on AB 1290 (J. Perez) regarding California Transportation Commission review of Sustainable Communities Strategy (SCS) implementation.
- Receive and file reports.

Responsible Staff: Peter

11. FY 2013/14 FEDERAL TRANSIT ADMINISTRATION PROGRAM OF PROJECTS (POP) –
PUBLIC HEARING – PG.95

Recommended Action:

Approve the Program of Projects (POP) for federal transit operating, planning and capital assistance for FY 2013/14

Responsible Staff: Peter De Haan

12. PROPOSITION 1B TRANSIT CAPITAL SELECTION OF PROJECTS– PG.101

Recommended Action:

- Approve \$2,560,000 in Transit Capital funds for the Gold Coast Transit Facility, replacement Dial-A-Ride vans for Thousand Oaks, and the Metrolink Sealed Corridor project.
- Adopt Resolution 2013-07 authorizing the Executive Director to execute all required documents to receive the Transit Capital funds for approved projects.

Responsible Staff: Stephanie Young

13. PROPOSITION 1B TRANSIT SECURITY SELECTION OF PROJECTS– PG.113

Recommended Action:

Approve the project list for \$720,944 in Proposition 1B Transit Safety and Security Projects

Responsible Staff: Stephanie Young

1. VCTC 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.

2. AGENCY REPORTS

3. CLOSED SESSION

i. Conference with Real Property Negotiators (Gov Code Sec. 54956.8)

Property: Santa Paula Branch Line

Agency Negotiator(s): Darren Kettle

Negotiating Parties: VCTC and lessee to be determined

Under Negotiation: Price and terms of payment

ii. Conference with Legal Counsel – Anticipated Litigation pursuant to Gov Code Sec 54956.9(c)

4. ADJOURN

The next VCTC Commission meeting is scheduled to be held at 9:00 a.m. Friday, **September 6, 2013**, Camarillo City Hall, City Council Chambers, 601 Carmen Drive, Camarillo.



Item #5 A

Meeting Summary

(Revised)

**VENTURA COUNTY TRANSPORTATION COMMISSION
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CONSOLIDATED TRANSPORTATION SERVICE AGENCY
CONGESTION MANAGEMENT AGENCY**

**CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, MAY 10, 2013
9:00 AM**

Members Present: Steve Sojka, City of Simi Valley, Chair
Ralph Fernandez, City of Santa Paula, Vice Chair
Claudia Bill-de la Peña, City of Thousand Oaks
Manuel Minjares, City of Fillmore
Betsy Clapp, City of Ojai
Kathy Long, County of Ventura
Bryan MacDonald, City of Oxnard
Jan McDonald, City of Camarillo
Carl Morehouse, City of San Buenaventura
Linda Parks, County of Ventura
Jon Sharkey, City of Port Hueneme
Jim White, Citizen Rep, County
John Zaragoza, County of Ventura
Mike Miles, Caltrans District 7

Call To Order

Pledge of Allegiance

Roll Call

Public Comments for those items not listed in this agenda – None

APPROVE SUMMARY FROM APRIL 5, 2013 VCTC MEETING - Commissioner Zaragoza made a motion to approve the minutes, seconded by Commissioner Fernandez and passed unanimously.

CALTRANS REPORT – Mike Miles

- *As a result of the recent fire on the Coast Highway a \$2.5 million project will begin to stabilize the slope by replacing the rock net.*
- *A contract has been awarded to replace 1800 feet of concrete seawall. The project will take 1 year and traffic will not be affected.*

EXECUTIVE DIRECTOR REPORT

VCTC/VISTA Evacuates Youth Camp Threatened by Springs Fire - At approximately 9 pm, May 1st we received a request from the Ventura County Sheriff's Office of Emergency Services to assist in the evacuation of approximately 165 fifth-grade children and their adult escorts from Camp Hess Kramer off Pacific Coast Highway near Yerba Buena Road. With the complete cooperation of Roadrunner Management Services, VCTC's VISTA contractor, we responded, and sent a total of seven buses to evacuate the camp. The buses were assembled and left Camarillo with Sheriff escort in less than half an hour after we received the request.

Rice Avenue/101 Freeway Interchange Ribbon Cutting - The City of Oxnard has scheduled the ribbon cutting ceremony for the Rice/101 Interchange for Thursday, July 25th at 10:00 a.m. VCTC has provided \$5 million in American Recovery and Reinvestment Act (ARRA) funds and \$16.3 million in Proposition 1B Trade Corridor Infrastructure Fund money for the project.

Nyeland Acres Ventura Boulevard Improvements - As reported to late last year, the City of Oxnard is moving forward with the project to improve sidewalks and drainage on Ventura Boulevard in Nyeland Acres, for which the community has been waiting many years. I'm pleased to report that the construction contract has now been awarded, and construction should start in mid to late June. VCTC has provided \$1.9 million in Surface Transportation Program funds for the construction of this project. During that same time frame, Oxnard will also begin construction on a project to resurface Del Norte Boulevard to repair damage caused in part by trucks detouring from the Rice/101 construction. Through a swap of funds approved by this Commission, VCTC was able to contribute \$1.5 million for this work using cost savings from Rice/101.

101/23 Freeway Interchange - The Route 101 widening/23 Freeway interchange funding allocation remains on track for a June, 2013 CTC vote, with the design plans under final review at Caltrans Headquarters, and an anticipated Ready-to-List date at the end of May. It should be noted that the June CTC meeting is the deadline for projects to receive approval for Proposition 1B Trade Corridor Infrastructure Funds.

Bike to Work Week - May 13-17 is Bike to Work Week Ventura County. Among this year's activities are daily Pit Stops at or near city halls in Santa Paula (May 13, 7 a.m. to 9 a.m.); Oxnard (May 14, 7 a.m. to 9 a.m.); Simi Valley (May 15, 7 a.m. to 9 a.m.); Ventura (May 16, 6 a.m. to 9 a.m.); and Thousand Oaks (May 17, 7 a.m. to 9 a.m.). These Pit Stops are great opportunities for the public to learn more about biking as a healthy and cost-effective commute method while enjoying breakfast refreshments and free bike tune-ups courtesy of local bike shops. Outreach efforts this year include direct mail of employer kits containing posters, bike maps, a 'how to' guide for employees and contest rules followed up by phone and email contacts. Event postcards were mailed to non-clients directing them to the VCTC website where they can download the campaign materials. Additional communication was sent to local bike shops and cycling clubs to garner their support and participation.

Comprehensive Annual Financial Report (CAFR) Wins Award – I'm pleased to report that for the 4th consecutive year VCTC has been awarded a Certificate of Excellence in Financial Reporting by the Government Finance Officers Association. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant

accomplishment by a government and its management. The honor recognizes the efforts of the Commission, VCTC staff, and the hard work of Sally DeGeorge and Jay Elliott of our Finance Department staff.

ADDITIONS/REVISIONS – Item #14, *Camulos Ranch Lease*, will be moved to the June agenda.

CONSENT CALENDAR – Commissioner Long made a motion to approve all items as presented on the Consent Calendar. The motion was seconded by Commissioner Sharkey and passed unanimously.

9A. MONTHLY BUDGET REPORT

Receive and File

9B. PASSENGER RAIL UPDATE

Receive and File

9C. FTA SECTION 5310 APPLICATION FOR FY FY 11/12 CARRY OVER FUNDS

- *Adopt the regional priority list of Ventura County applications for Federal Transit Administration (FTA) Section 5310 funds.*
- *Adopt Resolution #2013-02 (attached) authorizing the Executive Director to certify the applications and forward the applications and prioritized list to the California Department of Transportation (Caltrans).*

9D. FY 2012/13 BUDGET AMENDMENT FOR PURCHASE AND INSTALLATION OF INTEGRATED AUTOMATIC PASSENGER COUNTERS FOR VISTA

Amend the Fiscal Year 2012/2013 Smartcard budget by increasing revenues and expenditures by \$44,000 for the equipment and installation of Automatic Passenger Counters (APC's) on the VISTA fleet. The funding source is Federal Transportation Assistance (FTA) and State Transit Assistance (STA).

9E. FY 2012/13 RIDESHARE DATA BASE SERVICES MOU

Approve Rideshare Database Services Amendment No. 7 to MOU RS0506 for FY 2012/2013

9F. LOSSAN JPA UPDATE

Approve the Los Angeles-San Diego-San Luis Obispo (LOSSAN) Joint Powers Authority (JPA) agreement to transfer State operation of the Pacific Surfliner intercity train operations to LOSSAN.

10. TDA/LTF REVISED DRAFT APPORTIONMENT FOR FY 2013/14

Commissioner Parks made a motion to adopt the Local Transportation Fund Revised Draft Apportionment for Fiscal Year 2013/2014, apportioning \$31.7 million as shown in Attachment 1. The motion was seconded by Commissioner Morehouse and passed unanimously.

11. LEGISLATIVE UPDATE AND POSITION ON BILLS

Commissioner Morehouse made a motion to

- *Adopt the Transportation Coalition for Livable Communities principles (Attachment A) for the California Air Resources Board Cap-and-Trade Investment Plan.*
- *Adopt SUPPORT IF AMENDED position on AB 574 (Lowenthal) regarding distribution of Cap-and-Trade revenues.*
- *Adopt OPPOSE UNLESS AMENDED position on AB 179 (Bocanegra) regarding electronic transit fare collection systems.*

The motion was seconded by Commissioner Sharkey and passed unanimously.

12. VISTA BUDGET AMENDMENT

Commissioner MacDonald made a motion to:

- *Approve FY 2012-13 budget amendment for VISTA fixed route intercity transit services, increasing revenues and expenditures in the amount of \$303,523. The additional funds include \$250,000 in new regional FTA Section 5339 transit capital funds, and \$53,523 in State Transit Assistance funds.*
- *Approve an amendment to the Roadrunner Management Services contract for VISTA intercity services to set a "not to exceed" amount of \$5,984,523.*

The motion was seconded by Commissioner Zaragoza and passed unanimously.

13. HERITAGE VALLEY TRANSIT STUDY

Public Comment

Juliana Gallardo, Cabrillo Economic Development Corp, read a letter from President of The Piru Neighborhood Council:

The residents of Piru recommend implementing Scenario 3, which combined the Modified Traditional Scenario with the VCTC-operated VISTA Hwy 126 route. This scenario provides service within and between each community while addressing issues identified by the community, including overcrowding, desire for local shuttles, home-to-school travel, inability to secure reservations during peak periods, and difficulty reaching a customer service representative to make a reservation. It provides for timed connections between community circulators and the VISTA Hwy 126 service, as well as service between Piru and Fillmore that is coordinated with the high school and middle school bell schedules. Finally, the implementation of fixed-route service within the Heritage Valley will allow for lower fares for fixed route service. It would help the residents of our area to have dial a ride and fixed route service available. Thus, improving ridership and service for all.

Lynn Edmunds, CEO, One Step

Thank you for your hard work to find a solution to the unique service challenges in the Heritage Valley. She encouraged adoption of the plan

Amy Aguilera – ASERT

Supports adopting the Heritage Valley Transit Plan

Commissioner Fernandez made a motion to adopt the Heritage Valley Transit Plan and initiate activities to work with the Cities of Fillmore, Santa Paula, and the County of Ventura to implement the plan. The motion was seconded by Commissioner **Long** and passed unanimously.

14. CAMULOS RANCH LEASE Continued to June meeting

Authorize the Executive Director to renegotiate and/or cancel Lease Number 90176 Rubel/Camulos Ranch

15. SANTA PAULA BRANCH LINE OVERVIEW

Public Comments

Harold Ross

The rail line in Santa Paula is a wonderful asset. It provides commerce and jobs. This is an opportunity to preserve history.

Mike Bennett

Owns a business that employs 120 Ventura County residents. He depends on Fillmore & Western to handle his freight.

Roger Campbell

Sat on the original committee in the 90's. The committee looked at a long term vision with the goal of saving the asset for the future. Abandoning the line would mean losing a huge opportunity for the future. He asked the board to consider taking the top 3 scenarios presented and combining them into 1 solution.

Kathleen McCreary/Cindy Jackson

Only valuable scenario is #1 to restore economic vitality to Heritage Valley. Businesses and Museums count on the rail line.

Dale Bolms

Ventura County resident since 1986 and associated with Fillmore and Western for 17 years. As a Part time manager he worked all trains. We are educators of young people. Please think out of the box.

Martha Gentry President/ED F&W Historical Society

Spoke in favor of continuing operations of the Fillmore and Western Railway. Fillmore and Santa Paula and Tourism will be immediately impacted. Fillmore was established when the railroad came to town. Please continue support of operations.

Gary Phillips BOD for SCRVS

The historical society was formed in 1993 for the purpose of preserving and restoring the corridor. Please keep the long term vision of preserving the line

Ken Ruggles Spears Mfg Co.

His company is currently in escrow for a manufacturing facility in Santa Paula which will employ 60 employees to start and eventually up to 200. Escrow is now on hold because the company can't operate without rail. Please make a commitment to restore the future.

Commissioner Fernandez made a motion to

- *Receive Santa Paula Branch Line overview report.*
- *Receive report from Egan Consulting on Santa Paula Branch Line management, operations, agreements and strategies.*
- *Approve recommendation from Santa Paula Branch Line Advisory Committee (SPBLAC), to reaffirm the long term support for the Santa Paula Branch Line with the goal of making the Santa Paula Branch Line cost neutral and to bring a range of asset management alternatives to the Commission including the discontinuation of rail operations.*
- *Direct staff to identify the real cost and value of the Santa Paula Branch Line*
-

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

Yes: Commissioners McDonald, MacDonald, Fernandez, Long, Zaragoza, Bennett, Clapp, Morehouse, Minjares, Sharkey, Bill de la Peña, Parks, Sojka

No: None

Abstain: None

Absent: Commissioners White, Foy, Humphrey, Millhouse

At the June Meeting Commissioner Fernandez commented that his motion did not include "discontinuation of rail operations". This item was pulled off the agenda to be brought back with a full transcript of the motion and discussion, as requested by Commissioner Parks.

May 9, 2013 Item #15, Santa Paula Branch Line Update - Transcript

After Public Comments.....

Sojka – OK so we're going to bring the comments back to the commission but I want legal counsel's advice. We're not going to make a decision, we're going to go into closed session to make a decision, correct? – giving staff direction on the 4 options?

Counsel – What you're entitled to do in closed session is talk about the terms and prices of the leases you will instruct the negotiator to negotiate

Sojka – And so we're not going to make a decision here, obviously, we'll be directed to go into negotiations and be given parameters for that negotiation.

Counsel – That's correct

Sojka - But I think it's appropriate that with all the public here and the comments that have been made that we as a commission give our comments so I'm going to open it up to comments from the commission.

Fernandez - Let me ask a question. We need to give direction on one of the alternatives and it sounds to me that the chairman is moving toward negotiating some new things. Those will happen in closed session, but the direction happens here. Is that not correct?

Counsel - Yes, you can request direction from your consultants and your staff that you can then take into closed session.

Fernandez – *I'm going to cut to the chase because we're running out of time as a body and I'm going to make a motion right now for discussion and then if we want to vote on it we can, if not we can move on, but I'm going to make the motion that we reaffirm our long term support of Santa Paula Branch Line with a goal of making it cost neutral or profitable and have staff bring a range of asset management alternatives back to the commission and identify and prioritize long term repairs and seek funds for those.*

Sojka – Do we have a second?

Long – I'll second it.

Sojka – OK, and then we are going to open it up for discussion and I guess that's where it's appropriate to make comments.

Long – My second is to give us the opportunity because what is front of us is clearly for the Commission to give our staff direction so our staff doesn't get caught in ongoing crossfire and disagreement and to give direction that we deal with all of these leases and agreements and get to a point where we are able to understand what is the real cost of this asset, the real value of the asset and what's the workout plan for it. And, it is what we should be doing as a commission, which is to manage this asset and to make sure that it is revenue neutral and/or profitable.

Bill-de la Peña – In addition to the motion made would we then have to discuss the potential hiring of a consultant to simplify all the lease agreements as recommended by Mr. Egan to get a hold of this labyrinth that we have here?

Counsel – Hiring a consultant could be part of the discussion which you could have and that could be the outcome of the discussion but that would be on a later agenda to actually propose to hire a consultant, but it's certainly part of the discussion.

Bill de la Peña - As we potentially enter the negotiations I want to make sure that it will be in line with the vision that this commission has which is to not only be cost neutral, but also profitable, and that includes opening the books. We are dealing with a private entity here. This is not a non profit organization and that is really the crux of this whole issue. Nobody disagrees with how valuable Fillmore and Western is in terms of providing service. It is we are dealing with a for-profit organization and we can't have the taxpayer continue subsidizing it. I want to make sure that when we go into closed session or negotiate that we go in with new guidelines that help us simplify the leases and everything else.

Sojka – Duly noted. A lot of moving parts parts to this and we need to figure out the proper way to do that.

Executive Director - If we were to go down the negotiation-renegotiation path, it would be staff's recommendation, given Mr. Egan's knowledge of the industry, he's worked with the Santa Cruz County Transportation Commission on a very similar type situation – we have that expertise available to us. If we go down that path it would be our recommendation to continue to retain Mr. Egan.

Sojka – OK, I just don't want to get ahead of ourselves because we haven't had that recommendation yet.

Fernandez – just a comment, we're going into closed session and we're going to be looking at a new attorney and it would be good to have him involved when we get into those decisions where we are looking at consultants to work on this so not only would our staff be looking but we'd also have our attorney on board when we choose a consultant so I think it's a great idea but I'd like to bring it all together.

Zaragoza – We're using STA dollars to subsidize a private company and my concern is we're going to use another \$377,000 – We've used \$3.6 over 11 years. Is that appropriate use of those funds? I believe that what the folks have said today is that it's a great asset. It's good for the kids, good for the economy, provides jobs, - my concern is that it's an appropriate use for the STA dollars. Thinking out of the box is good, but the use of that money is my concern.

Morehouse – I appreciate and understand Commissioner Fernandez rushing to make a motion because he's in a city and an area that's directly affected. In looking at that I would like to make sure we're wrapping this up in consideration of the motion. The last speaker was talking specifically about a business that is proposed to serve in Santa Paula and I believe there is a commitment, regardless that if there is an entity there they have to be served by UP?

Executive Director – That's correct. Under our agreements with Union Pacific Railroad if a customer is signed up by Union Pacific, Union Pacific has to provide service to that customer and we're obligated to maintain the line for Union Pacific under our current agreement.

Morehouse – Ok, so it really has not a specific bearing on this decision – that commitment or requirement is there, regardless.

Executive Director – Correct.

July 12, 2103

Item #5A

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Morehouse - Second - We've had a number of people talking about the number of users and in drilling down and getting back the information we needed from Fillmore & Western or the Convention and Visitors Bureau, I've heard all kinds of numbers, thousands, hundreds, somebody has got to have a solid number. The third thing was an allegation that they've been talking to staff for 3 years about agreements. If that's the case, what kind of agreement have we been talking about that has been causing consternation they feel they are not getting feedback on? Some of these things are left hanging out there so to prematurely go to a motion I'm kind of frustrated that we haven't gotten some more information. When we get up here there is one thing I want to remind us...this is the most difficult part of this thing. We all come here for various local governments. But, just as when I sit on LAFCO with Supervisors Long and Parks, we take off that hat – up here we're commissioners. We have a commission with regional bodies dealing with regional transportation and it's really hard to pull ourselves out of the parochial. I'm one of the 3 players on part of that line, but I've got a different view point when I'm sitting up here. There is a lot of information that I still feel like I need more answers to if we're going to get it through this process.

Long – The motion is really to take those first 3 pieces and do our very best to accomplish the goal working with those pieces to get the information we need, analysis we need to identify. At the end of the day we still do need to sit up here with that commission hat on, but for today moving forward to take that off, I think that gives us a clearer vision of moving forward to get that information and the steps we need to set time lines to get that information so we're not sitting here a year or 3 years from now asking the same questions.

Bennett – I think there's one big thing out there that needs to be clear. Roger Campbell said we need to think long term, not 5 years from now. At the time this opportunity became available everybody said at some point in time we may need to have profitable rail service again going through the Santa Clara Valley. Nobody has proposed that we abandon the railroad tracks. VCTC bought the track so that at some point in time we had this available for the public for rail service, bike lanes, recreation, everything. That's not the question in front of us. There is no proposal to walk away from that, so in many ways I see the motion as being consistent with what the committee has recommended but I'm afraid it's going to leave people with the misperception. The question is this – In the interim, while we are waiting til that day, decades probably, down the road, when it's really clear that a profitable railroad can be operated in the Santa Clara Valley, what should we do with it in the interim. Should we allow a movie train to operate on it in the interim? Movie trains have all kinds of things that make us all feel good, we've done the Christmas Tree Train. It has economic benefits for the businesses in Fillmore and Santa Paula. It has economic benefits for the owners of Fillmore and Western. The question is, where's the money come from for the deficit to allow this to happen in the interim while we're waiting for a more profitable day? I think it's really clear from the committee and from this discussion that it can't keep coming from the tax payers. Should the people who profit from the operation of this train make the deficit up? We have a certain amount of revenue that comes from that, which is the maximum we should put in, the revenue that comes from those leases. Should the teenager who needs to get a bus ride from Piru to Ventura College to continue their education be the one who subsidizes this, or should it be the people who profit from the train? I think it's really clear in my mind. We talked about a Super Bowl ad being made. Should the production cost of the Super Bowl ad help bridge this gap? When people hear about the 4th option – **the 4th option isn't to abandon VCTC's ownership and this line, it is to be cost neutral. There is only one cost neutral option we know we have in front of us and that is don't operate a railroad any longer, just maintain the line.** That's cost neutral, but I don't think that's the one we all hope is the result of this, but when people say you can't even consider that, if you don't consider that I don't know why other people would negotiate. If we say, no matter what we're going to maintain that line, than I don't know that people who are profiting from the line will have any incentive to give up any of their profits from the line. That's the fundamental question. I like the fact that we're saying from now on it's going to be

cost neutral. If it's going to be cost neutral than I think we can get there and if we can't get there then we know what to do, staff has given us that in terms of the offering, but we may find that the capital cost is just too great to roll railroad at this point in time. I hope not, I hope that's not where we go. The other thing I would say is we have a budget we need to put together soon and that budget should show this as being cost neutral because that's what I think we are saying our motion is.

Fernandez – I agree with Supervisor Long that it's the process we have to go through to negotiate this to be cost neutral or profitable, and that's what I'd like to see. We have certain operators on the line and if they want to operate on the line then we negotiate with them. If we can't negotiate then they can't operate. We do have the power to negotiate something that benefits us. **Option 4 is not cost neutral. The costs don't go away. There is still weed abatement, graffiti removal. If you're going to take out the crossings on the street who is going to take those out? If a contractor takes them away we're going to pay a ton of money for somebody to remove them. If we don't remove them we will have to maintain them and the streets. So, even option #4 has expenses so we can't recoup anything and.....**

Bennett- Can I interrupt you? Staff has told us that the revenue we get from the leases would cover the things that you just referred to. So there are costs, but we have revenue coming in even if there is no train. We have the ag leases and those other things.

Fernandez – But we give up so much to abandon something and it doesn't go away. There are costs to that. Everytime you cross a street you have to either maintain it at a contractors expense or you have to rip them out. If it's not a railroad we can't use STA funds. Where is the money going to come from? It comes from another source, so it isn't neutral. The lease revenue in 2016 will gain another \$100,000, so we're not that far off from negotiating this thing to be cost neutral and maintain an asset, which, in the research I've done, was purchased so that in the future it would be the Metrolink moving into Saticoy and having a station there and then in possibly into Santa Paula and potentially in the future going beyond that out toward Santa Clarita to catch up to the high speed rail line. It's the only east-west line going across the county. So there is tremendous benefit to maintain this and I think it all comes back to being able to negotiate some leases to make it cost neutral or profitable and the goal would be to make it profitable, not to just grow the leases to kill weeds.

Minjares – It's undeniable the Heritage Valley benefits from the Fillmore and Western and it's undeniable to say that there are transportation needs that this money, the STA funds could and should go to to enhance transportation services in this particular area. What needs to happen here is a genuine effort needs to be put forward by Fillmore and Western to get the information that's needed for us to put the pieces together to formulate a plan to see if this is something to be put together that can be cost neutral or turn out a profit. VCTC also needs to work with Fillmore and Western and be the partner that is needed to make sure that happens. The way I see it is that we're both going to have to change our perspective in the way that we've been working together and put the pieces of the puzzle together to formulate a plan to present to the public and let the chips fall where they may.

Clapp – I want Fillmore and Western to come to the table with a positive attitude and cooperate with us fully in order to proceed. Otherwise I would not be willing to proceed.

Sojka – Being Chair I realize you need to exercise a great deal of constraint. There's many times I've wanted to jump in here so please allow me to get my points across. I agree the Santa Paula Rail Service is an integral part and a tremendous asset for Ventura County. From business freight to possible commuter service to attracting much needed tourism, I agree with all those points. But I think the obvious is obvious – it needs to be sustainable. Fillmore and Western is a for-profit business, and to have much needed transportation funds subsidize a for-profit business, to me, is unacceptable – to the tune of \$3.6 million over the last 11 years. I'm a for-profit business owner, so tell me what line I need to get in for that.

July 12, 2103
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I'll be there first thing tomorrow morning. It also takes part of us, as VCTC, I think we are underutilizing our asset as far as lease holdings. We need to maximize our leases, which will help Fillmore and

Western be profitable. There's a balance there. I'm not going to put it all on Fillmore and Western. It's convoluted, but we just need to simplify an agreement that keeps the Santa Paula Branch Line sustainable and keeps transportation dollars dedicated to just that – transportation.

So, we have a motion and a second, and I'm going to call for a roll call vote.

McDonald – Could the motion be restated?

Fernandez - *To reaffirm our long term support for the Santa Paula Branch Line, with a goal of making the line cost neutral or profitable and to have staff come back with management alternatives to the commission and to direct staff to identify and prioritize long term repairs and seek funding for those.*

Long – and if I might – nowhere in that motion did it say Fillmore and Western. We are the holders of the asset. We are the managers responsible for the asset. This is not narrowing our negotiation ability. It's saying to us as holders of the asset, we need to take care of business.

Bill de la Peña - What would be the timetable? As Commissioner Bennett mentioned, we need to include that in the budget and have it reflect that it be cost neutral.

Long- I would say that what we have in the 3 other discussion points and what is before us in our closed session, which is to have the discussions on real property negotiations for the Santa Paula Branch Line and leases. That's where I think we're going to get to what are the next steps and time lines and who is going to be responsible to do what.

Sojka- I appreciate that clarification because I think it incorporates the 4 options that staff has given us in that motion, correct?

Long – Yes.

Bennett – I was just going to suggest the same thing and that is as soon as we are finished with closed session staff will have a better idea of what to put into the budget.

Sojka – Ok so is everyone clear on this? I'm going to call for a roll call vote.....

McDonald – As long as all that was said is included in that motion.

Sojka- That's what I understand it to be.

McDonald - Information is going to come back and we're going to have a detailed report.....

Sojka – Correct, ok roll call

16. VCTC GENERAL COUNSEL'S REPORT

17. AGENCY REPORTS

Kristen Decas, Executive Director, Oxnard Harbor District, thanked VCTC support on issues regarding the Port and Customs. VCTC's letter helped the port avoid shutting down for sequestration.

18. VCTC CLOSED SESSION – 3 Items

*i. Conference with Legal Counsel – Existing Litigation
(Subdivision (a) of Section 54956.9)*

Beserra, et al. v Griffin Industries Inc., et al.

Superior Court Case No. 56-2010-00373718-CU-OE-VTA

Matter of Beserra v VCTC has been settled. Terms include repairing drainage between Beserra and Hearthstone property under the railroad tracks. An easement will be provided over Fish Hatchery Road and below with access to their farm below the railroad tracks. Payment of \$750,000 will be made within 20 days of agreement finality.

ii. Conference with Real Property Negotiators (Gov Code Sec. 54956.8)

Property: Santa Paula Branch Line

Agency Negotiator(s): Darren Kettle, (any other names authorized)

Negotiating Parties: VCTC and lessee to be determined

Under Negotiation: Price and terms of payment

Nothing to report

iii. Pursuant to Government Code section 54957(b)(1) public employment: General Counsel

Nothing to report

19. ADJOURN

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Item #5B

Meeting Summary

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

**CAMARILLO CITY HALL
601 CARMEN DRIVE
CAMARILLO, CA
FRIDAY, JUNE 6, 2013
9:00 AM**

Members Present: Steve Sojka, Chair, City of Simi Valley
Ralph Fernandez, Vice Chair, City of Santa Paula
Claudia Bill-de la Peña, City of Thousand Oaks
Betsy Clapp, City of Ojai
Peter Foy, County of Ventura
Brian Humphrey, Citizen Rep, Cities
Kathy Long, County of Ventura
Bryan MacDonald, City of Oxnard
Jan McDonald, City of Camarillo
Carl Morehouse, City of San Buenaventura
Linda Parks, County of Ventura
John Zaragoza, County of Ventura
Mike Miles, Caltrans

Call To Order

Pledge of Allegiance

Roll Call

Public Comments for those items not listed in this agenda

Scott Spaulding, SBCAG commented that SBCAG is looking forward to working with VCTC to better the Coastal Express Service. The goal is to provide a single service with a single pass system in the corridor instead of the current two services with an emphasis on peak hour service. Currently only 10 of 50 trips are in peak hour.

APPROVE SUMMARY FROM MAY 10, 2013 VCTC MEETING *Commissioner Fernandez requested the summary be pulled and brought back to the July meeting after the clerk has transcribed the discussion and his motion regarding Item #15, Santa Paula Branch Line.*

CALTRANS REPORT

Mike Miles reported the 101 pavement rehab project was completed and accepted May 2nd and the 101/23 interchange project will be ready to list today. It will go to CTC next week for a vote.

COMMISSIONERS REPORTS

Commissioner Morehouse reported that SCAG will host a meeting on June 27th and will feature 20 economists talking about infrastructure and transportation. The meeting will be available for live webstream.

EXECUTIVE DIRECTOR REPORT

Camarillo Health Care District to Discontinue ADA Service - Since VCTC started the East County Intercity ADA Service over 10 years ago, part of the service has been provided by the Camarillo Health Care District. A few weeks ago the District informed us that they no longer want to be providing this service. Staff is currently working with the local jurisdictions, primarily the City of Camarillo and the County of Ventura, to arrange for the Health Care District's portion of the intercity ADA service to continue without interruption. The Health Care District has assured us that they will continue operating for a few more months to give VCTC time to arrange for other agencies to step in.

National Freight Advisory Committee Appointments - I am very pleased to announce that Port of Hueneme Executive Director Kristin Decas, and California Transportation Commission Fran Inman, have been appointed to the new National Freight Advisory Committee. This 47-member committee will provide recommendations for improving the national freight transportation systems. With Commissioner Inman being based in Los Angeles and active in Mobility 21, the combination of both individuals should give Southern California, and Ventura County in particular, a strong voice in the national freight policy discussion.

Grand Jury Reports - In the past month VCTC received two separate reports from the Ventura County Grand Jury focusing on transportation concerns under VCTC's purview in some fashion that will require a response in the next month or so. The first Report received is directed at concerns over red-light cameras on Victoria Avenue and a related concern about not having a State Highway 126 westbound to 101 southbound direct freeway connection. VCTC staff is in communication with City of Ventura staff to ensure consistency in our response to the Grand Jury. The second Report addresses concerns about senior public transportation. The crux of the concern is that senior transportation providers, planners, and funding organizations should work better together to provide an integrated county-wide transportation network for the entire county. VCTC staff are communicating with county, city and transportation operator staff so that the required responses are consistent. The Commission will be asked to approve both responses once completed.

Joint Land Use Study Update - Matrix Design Group, the consultant for the Naval Base Ventura County Joint Land Use Study (NBVC JLUS) conducted a second round of meetings for the study on May 23rd. City and County staff from jurisdictions neighboring the naval facilities along with other stakeholders forming the Technical/Advisory Committee considered specific areas of potential land use conflict and made recommendations based on their knowledge and experience in those areas. The recommendations made by the Technical/Advisory Committee were then considered by the Policy Committee made up of elected officials from those neighboring jurisdictions. Although many issues were identified for in-depth study, a handful of issues including noise, interagency coordination, water consumption and roadway capacity were identified by nearly all participants as key issues. Matrix Design group will take the results from those two committees and the previous interviews conducted and

combine them into an issues matrix that will be prioritized at the next round of meetings in early September.

ADDITIONS/REVISIONS. - None

CONSENT CALENDAR

Commissioner Fernandez requested to pull Case Systems Contract Extension off the Consent Calendar for clarification.

Commissioner Fernandez made a motion to approve all other items as presented on the Consent Calendar. The motion was seconded by Commissioner Humphrey and passed unanimously.

MONTHLY BUDGET REPORT

Receive and File

PASSENGER RAIL UPDATE

Receive and File

SENATE BILL (SB) 203 UNFUNDED LOCAL MANDATE RESOLUTION

Approve resolution waiving reimbursement for Commission costs associated with SB 203.

ALLOCATION OF FY 13/14 TDA BICYCLE/PEDESTRIAN CLAIMS

Approve the attached list of allocations for FY 2013/2014 Transportation Development Act (TDA) Article 3 bicycle/pedestrian funds

RESOLUTION FOR VCTC TO CLAIM FY 13/14 TDA LTF AND STA FUNDS

Approve the attached Resolution #2013-06 authorizing VCTC's claim for FY 2013/2014 Transportation Development Act (TDA) Local Transportation Funds (LTF) and State Transit Assistance (STA) funds for transit, planning and administrative expenditures.

FY 2013/14 TDA/LTF FINAL APPORTIONMENT

Adopt the Local Transportation Fund Apportionment for Fiscal Year 2013/2014 apportioning \$31.7 million as shown in Attachment 1.

HERITAGE VALLEY DIAL-A-RIDE COST DISTRIBUTION FORMULA AND COOPERATIVE AGREEMENT

- *Adopt local cost formula for FY 2013/2014 VISTA Fillmore and Santa Paula DAR services.*
- *Approve the FY 2013/2014 Fillmore and Santa Paula Cooperative Agreement.*

SOCIAL SERVICES TOKEN PRICE UPDATE

Raise the "value" of existing and future tokens to \$1.25. Future tokens would be sold for \$1.25, and tokens already distributed would have a value of \$1.25 – allowing all riders to use the tokens on the VISTA intercity buses. Issue a "return trip ticket" for VISTA intercity riders eligible for half price fares

CASE SYSTEMS, INC. CONTRACT EXTENSION

Commissioner Fernandez made a motion to approve a two year contract extension option with Case Systems Incorporated increasing the not to exceed month fee by \$1,695 per month to \$19,775 per month. The motion as seconded by Commissioner Morehouse and passed unanimously.

FY 2012/13 VCTC TEEN COUNCIL

Commissioner Zaragoza made a motion to receive and file. The motion was seconded by Commissioner Fernandez and passed unanimously.

LEGISLATIVE UPDATE AND POSITION ON BILLS

Commissioner Zaragoza made a motion to adopt SUPPORT position on AB 513 (Frazier) regarding recycled paving material. The motion was seconded by Commissioner Long and passed unanimously.

CONTRACT EXTENSION OF ADA CERTIFICATION SERVICES

Commissioner Long made a motion to approve a contract extending the ADA Certification Services contract with Mobility Management Partners, Inc. for ADA certification services, at a cost not to exceed \$128,320. The motion was seconded by Commissioner Morehouse and passed unanimously.

SANTA PAULA BRANCH LINE LEASES

Commissioner Zaragoza made a motion to authorize the Executive Director to renegotiate and/or cancel any or all leases associated with the Santa Paula Branch Line. The motion was seconded by Commissioner Long and passed unanimously.

FISCAL YEAR 2013/2014 TRANSPORTATION DEVELOPMENT ACT UNMET TRANSIT NEEDS DRAFT FINDINGS

Commissioner Humphrey made a motion to:

- Approve the Fiscal Year (FY) 2013/2014 Unmet Transit Needs Findings, and
- Adopt Resolution No. 2013-05

The motion was seconded by Commissioner Long and passed unanimously.

CUBIC TRANSPORTATION SYSTEMS, INC. MAINTENANCE/OPERATIONS AGREEMENT, AEGIR SYSTEMS, INC. BUS EQUIPMENT SUPPORT AND PREVENTIVE MAINTENANCE SERVICE AGREEMENTS. TOTAL OF \$206,400

Commissioner Humphrey made a motion to find that a sole source procurement for Cubic Transportation Systems Inc. and Aegir Systems, Inc., are justified.

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

Yes: Commissioners McDonald, MacDonald, Fernandez, Zaragoza, Long, Morehouse, Foy, Humphrey, Clapp, Parks, Bill de-la Peña, Sojka

No None

Abstain: None

Absent: Commissioners Bennett, Minjares, Sharkey, White

Commissioner MacDonald made a motion to

- Approve agreement with Cubic Transportation Systems, Inc., for one year of Maintenance and Operations of the Smartcard system at a cost of \$132,606 funded through the Federal Transit Administration (FTA) and Local Transportation Fund (LTF).
- Approve agreement with Aegir Systems, Inc., for one year of Bus Equipment Support of the Cubic Smartcard system at a cost Not To Exceed \$65,000 funded through FTA and LTF.
- Approve agreement with Aegir Systems, Inc., for one year of Preventive Maintenance Support of the Nextbus & Cubic Smartcard/Infodev, Inc., systems at a cost of \$17,550 (½ Smartcard program budget \$8,775 and ½ Nextbus budget \$8,775), funded through the FTA and LTF.

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

Yes: Commissioners McDonald, MacDonald, Fernandez, Zaragoza, Long, Morehouse, Foy, Humphrey, Clapp, Parks, Bill de-la Peña, Sojka
No: None
Abstain: None
Absent: Commissioners Bennett, Minjares, Sharkey, White

FY 2012/13 BUDGET AMENDMENT – BESERRA LITIGATION SETTLEMENT

Commissioner Fernandez made a motion to:

- Approve budget amendment transferring \$775,000.00 from State Transit Assistance Fund Balance to the Santa Paula Branch Line Task to pay the cash payment portion of the Beserra settlement (\$750,000.00) and to compensate VCE Engineering for the preparation of a design/build competitive bid package, *including project management*, for the installation of a temporary drainage facility through VCTC owned-property (not to exceed \$25,000.00).
- Authorize hiring VCE Engineering on a sole source basis to prepare an R.F.P. for a design/build temporary drainage solution (requires 2/3 vote of Commission members).

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

Yes: Commissioners McDonald, MacDonald, Fernandez, Zaragoza, Long, Morehouse, Foy, Humphrey, Clapp, Parks, Bill de-la Peña, Sojka
No: None
Abstain: None
Absent: Commissioners Bennett, Minjares, Sharkey, White

ADD CLASSIFICATIONS OF ADMINISTRATIVE ASSISTANT; TRANSIT PLANNER I and TRANSIT PLANNER II; PROGRAM MANAGER-CONTRACTS I and PROGRAM MANAGER-CONTRACTS II; AND SET COMPENSATION LEVELS FOR EACH CLASSIFICATION

Commissioner Parks made a motion to add classifications of Administrative Assistant, Transit Planner I and II, and Program Manager Contracts I and II and set compensation levels for those newly created classifications. The motion was seconded by Commissioner MacDonald and passed unanimously.

CONTRACT FOR GENERAL COUNSEL

Commissioner Zaragoza made a motion to approve the letter of engagement with Mr. Steven Mattas, with the law firm of Meyers Nave for general legal counsel services at an hourly rate of \$295. The motion was seconded by Commissioner Morehouse and passed unanimously.

ROUTE 1 REALIGNMENT FROM OXNARD BLVD TO RICE AVE

Commissioner Fernandez made a motion to receive and file the report. The motion was seconded by Commissioner Zaragoza and passed unanimously.

FY 2013/14 VCTC BUDGET – PUBLIC HEARING (No Speakers for the Public Hearing)

Commissioner Zaragoza made a motion to

- Conduct Public Hearing to receive testimony on the proposed Fiscal Year 2013/2014 Budget.
- Adopt by resolution 2013-04, the proposed Fiscal Year 2013/2014 Budget

The motion was seconded by Commissioner Fernandez and passed unanimously

VCTC GENERAL COUNSEL’S REPORT

Mitch Kahn thanked the Commissioner for the past nine years and will retire at the end of the month.

AGENCY REPORTS - None

VCTC CLOSED SESSION – 5 Items

- i. *Conference with Real Property Negotiators (Gov Code Sec. 54956.8) - **Nothing to Report***
Property: Santa Paula Branch Line
Agency Negotiator(s): Darren Kettle
Negotiating Parties: VCTC and lessee to be determined
Under Negotiation: Price and terms of payment
- ii. *Conference with Legal Counsel – Existing Litigation - **Removed***
(Subdivision (a) of Section 54956.9)
Beserra, et al. v Griffin Industries Inc., et al.
Superior Court Case No. 56-2010-00373718-CU-OE-VTA
- iii. *Pursuant to Gov Code Sec. 54957 (b) (1) Public Employee Evaluation: - **Nothing to Report***
Executive Director
- iv. *Pursuant to Gov Code Sec 54957.6, Conference with Designated Labor – **Removed***
Negotiator Regarding Salaries, Salary schedules, and Fringe Benefits.
Labor Negotiator: Executive Director Darren Kettle
Unrepresented Employees: All Position Titles
- v. *Conference with Legal Counsel –Anticipated Litigation pursuant to Gov Code Sec 54956.9(c)*
*– **Nothing to Report***

ADJOURN



Item # 9A

June 7, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: SALLY DEGEORGE, FINANCE DIRECTOR
SUBJECT: MONTHLY BUDGET REPORT

RECOMMENDATION:

- Receive and file the monthly budget report for May 2013

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 May 31, 2013 budget reports indicate that revenues were approximately 76.40% of the adopted budget while expenditures were approximately 73.09% of the adopted budget. The revenues and expenditures are as expected. 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 MAY 31, 2013**

ASSETS

Assets:

Cash and Investments - Wells Fargo Bank	\$ 2,320,893
Cash and Investments - County Treasury	21,358,957
Petty Cash	50
Receivables/Due from other funds	557,179
Prepaid Expenditures	803,402
Deposits	12,230

Total Assets: **\$25,052,711**

LIABILITIES AND FUND BALANCE

Liabilities:

Accrued Expenses/Due to other funds	\$ 1,108,798
Deferred Revenue	1,112,010
Deposits	400

Total Liabilities: **\$ 2,221,208**

Net Assets:

Fund Balance	<u>\$22,831,503</u>
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Total Liabilities and Fund Balance: **\$25,052,711**

For Management Reporting Purposes Only

VENTURA COUNTY TRANSPORTATION COMMISSION
STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUND BALANCES
FOR THE ELEVEN MONTHS ENDING MAY 31, 2013

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Revenues								
Federal Revenues	\$ 5,687,756	\$ 0	\$ 0	\$ 0	\$ 5,687,756	\$14,741,844	(9,054,088)	38.58
State Revenues	286,632	26,281,827	3,736,962	549,747	30,855,168	34,496,169	(3,641,001)	89.45
Local Revenues	4,637,374	0	0	12,795	4,650,169	4,653,002	(2,833)	99.94
Other Revenues	4,245	0	0	0	4,245	1,600	2,645	265.31
Interest	353	30,392	43,655	10,861	85,261	140,000	(54,739)	60.90
Total Revenues	10,616,360	26,312,219	3,780,617	573,403	41,282,599	54,032,615	(12,750,016)	76.40
Expenditures								
Administration								
Personnel Expenditures	2,042,699	0	0	0	2,042,699	2,474,719	(432,020)	82.54
Legal Services	14,475	0	0	0	14,475	35,000	(20,525)	41.36
Professional Services	74,106	0	0	0	74,106	98,200	(24,094)	75.46
Office Leases	107,070	0	0	0	107,070	137,865	(30,795)	77.66
Office Expenditures	256,356	0	0	0	256,356	294,725	(38,369)	86.98
Total Administration	2,494,706	0	0	0	2,494,706	3,040,509	(545,803)	82.05
Programs and Projects								
Transit & Transportation Program								
Senior-Disabled Transportation	84,403	0	0	0	84,403	259,655	(175,252)	32.51
Go Ventura Smartcard	183,552	0	0	0	183,552	309,700	(126,148)	59.27
VISTA Fixed Route Bus Service	5,671,218	0	0	0	5,671,218	6,041,453	(370,235)	93.87
VISTA DAR Bus Services	2,319,573	0	0	0	2,319,573	2,570,754	(251,181)	90.23
Nextbus	87,725	0	0	0	87,725	172,400	(84,675)	50.88
Trapeze	18,953	0	0	0	18,953	30,900	(11,947)	61.34
Transit Grant Administration	468,333	0	0	0	468,333	7,113,455	(6,645,122)	6.58
Total Transit & Transportation	8,833,757	0	0	0	8,833,757	16,498,317	(7,664,560)	53.54

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)	% Year to Date
Highway Program								
Congestion Management Program	10,650	0	0	0	10,650	30,000	(19,350)	35.50
Motorist Aid Call Box System	0	0	0	258,659	258,659	434,000	(175,341)	59.60
SpeedInfo Highway Speed Sensor	0	0	0	117,700	117,700	144,000	(26,300)	81.74
Total Highway	10,650	0	0	376,359	387,009	608,000	(220,991)	63.65
Rail Program								
Metrolink & Commuter Rail	1,719,932	0	0	0	1,719,932	2,776,372	(1,056,440)	61.95
LOSSAN & Coastal Rail	9,099	0	0	0	9,099	16,500	(7,401)	55.15
Santa Paula Branch Line	543,630	0	0	0	543,630	616,180	(72,550)	88.23
Total Rail	2,272,661	0	0	0	2,272,661	3,409,052	(1,136,391)	66.67
Commuter Assistance Program								
Transit Information Center	25,676	0	0	0	25,676	38,600	(12,924)	66.52
Rideshare Programs	7,234	0	0	0	7,234	53,500	(46,266)	13.52
Total Commuter Assistance	32,910	0	0	0	32,910	92,100	(59,190)	35.73
Planning & Programming								
Transportation Development Act	196,268	24,744,654	0	0	24,940,922	27,822,897	(2,881,975)	89.64
Transportation Improvement Program	487,348	0	0	0	487,348	1,323,975	(836,627)	36.81
Regional Transportation Planning	18,834	0	0	0	18,834	318,500	(299,666)	5.91
Airport Land Use Commission	34,178	0	0	0	34,178	230,100	(195,922)	14.85
Regional Transit Planning	15,786	0	0	0	15,786	119,150	(103,364)	13.25
Freight Movement	0	0	0	0	0	12,500	(12,500)	0.00
Total Planning & Programming	752,414	24,744,654	0	0	25,497,068	29,827,122	(4,330,054)	85.48
General Government								
Community Outreach & Marketing	243,937	0	0	0	243,937	554,500	(310,563)	43.99
State & Federal Relations	53,938	0	0	0	53,938	71,770	(17,832)	75.15
Management & Administration	31,960	0	0	0	31,960	421,137	(389,177)	7.59
Total General Government	329,835	0	0	0	329,835	1,047,407	(717,572)	31.49
Total Expenditures	14,726,933	24,744,654	0	376,359	39,847,946	54,522,507	(14,674,561)	73.09

	General Fund Actual	LTF Actual	STA Actual	SAFE Actual	Fund Totals Actual	Annual Budget	Variance Over (Under)
Revenues over (under) expenditures	(4,110,573)	1,567,565	3,780,617	197,044	1,434,653	(489,892)	1,924,545
Other Financing Sources							
Transfers Into GF from LTF	1,651,131	0	0	0	1,651,131	1,657,631	(6,500)
Transfers Into GF from STA	1,866,443	0	0	0	1,866,443	3,157,343	(1,290,900)
Transfers Into GF from SAFE	41,170	0	0	0	41,170	61,800	(20,630)
Transfers Out of LTF into GF	0	(1,651,131)	0	0	(1,651,131)	(1,651,131)	0
Transfers Out of STA into GF	0	0	(1,866,443)	0	(1,866,443)	(3,163,568)	1,297,125
Transfers Out of SAFE into GF	0	0	0	(41,170)	(41,170)	(62,075)	20,905
Total Other Financing Sources	3,558,744	(1,651,131)	(1,866,443)	(41,170)	0	0	0
Net Change in Fund Balances	(551,829)	(83,566)	1,914,174	155,874	1,434,653	(489,892)	1,924,545
Beginning Fund Balance	1,587,577	5,442,517	11,137,704	3,229,052	21,396,850	14,617,258	6,779,592
Ending Fund Balance	\$1,035,748	\$5,358,951	\$13,051,878	\$3,384,926	\$22,831,503	\$14,127,366	\$8,704,137

For Management Reporting Purposes Only

**VENTURA COUNTY TRANSPORTATION COMMISSION
INVESTMENT REPORT
AS OF MAY 31, 2013**

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

Institution	Investment Type	Maturity Date	Interest to Date	Rate	Balance
Wells Fargo – Checking	Government Checking	N/A	\$584.60	0.02%	\$2,320,892.91
County of Ventura	Treasury Pool	N/A	\$84,820.06	0.47%	\$21,329,251.72
Total			\$85,404.66		\$23,650,144.63

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.

For Management Reporting Purposes Only



Item #9B

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: JAMES HINKAMP, PROGRAM ANALYST

SUBJECT: PASSENGER RAIL UPDATE

RECOMMENDATION:

- Receive and file.

BACKGROUND:

Metrolink is a regional commuter rail service owned by the Southern California Regional Rail Authority (SCRRA) and operated by Amtrak. Five Southern California county transportation commissions are member agencies of the SCRRA: Los Angeles County Metropolitan Transportation Authority (LA Metro), Orange County Transportation Authority (OCTA), Riverside County Transportation Commission (RCTC), San Bernardino Associated Governments (SANBAG), and Ventura County Transportation Commission (VCTC). Metrolink operates in all five counties governed by the member agencies.

The Los Angeles-San Diego-San Luis Obispo Joint Powers Authority (LOSSAN JPA) is a nine-member agency, including six counties, that provides input to Caltrans and Amtrak for the Pacific Surfliner intercity rail service from San Luis Obispo to San Diego, along the Central and Southern California coasts. In addition to VCTC, member agencies include: California Department of Transportation (Caltrans), Los Angeles County Metropolitan Transportation Authority (LA Metro), North San Diego County Transit District (NCTD), Orange County Transportation Authority (OCTA), San Diego Association of Governments (SANDAG), San Diego Metropolitan Transit System (MTS), San Luis Obispo Council of Governments (SLOCOG), and Santa Barbara Association of Governments (SBCAG).

DISCUSSION:

Metrolink

Ridership & On-Time Performance

During the month of May, the Ventura County Line averaged 4,076 total passenger trips per weekday. This is a 2% increase from the previous month of April 2013 and a 2% increase year-over-year, from May 2012. Detailed statistics are also attached.

On-time performance data (which denotes trains arriving within five minutes of scheduled time) for the Ventura County Line is currently unavailable for the month of May. This data will be reported at the next Commission meeting.

Finance

As part of its regularly scheduled meeting, on June 14, 2013, the Board of Directors convened a public hearing regarding multiple fare policy amendments, including a proposed 5% fare increase. The Board approved the fare increase, in addition to changing the \$10 Weekend Pass to a Weekend Day Pass (\$10 for each weekend day) and requiring personal care attendants (PCAs) of disabled passengers to purchase a \$25 annual fare pass; if multiple PCAs are assigned to a disabled passenger, each additional PCA pass is \$10.

Multimodal Connections

The City of Thousand Oaks Council has authorized the launch of a commuter bus service between Thousand Oaks Transportation Center and the Moorpark Metrolink station. The service will initially provide six daily roundtrips between Metrolink and Thousand Oaks that will include stops at the Transportation Center, Oaks Mall, and California Lutheran University. The proposed service will utilize two, 14- passenger, City-owned and maintained Dial-A-Ride (DAR) vans to be placed into temporary bus service in the mornings (between 5: 00 a.m. - 9: 00 a.m.) and afternoons (between 4:30 p.m. - 8:30 p.m.) specifically for this program, then resume DAR service at other times.

Fares for this service will be \$2.50 while the disabled and senior passenger fare will be \$1.50. However, passengers can ride free for the first 30 days, to test the new system. Additional roundtrips and service locations may be added based on service demand and availability of funding. The program will operate on a one-year trial basis, from July 1, 2013 to June 30, 2014.

Another multimodal option for rail passengers is Zipcar, a car-sharing service. Zipcar is available at L.A. Union Station 24 hours per day, seven days per week, for inbound riders seeking access to an automobile upon arrival. Metrolink riders receive a 50% discount on their first year of Zipcar membership, along with a \$30 driving credit (with one-time application fee). The self-service Zipcar vehicles are located in Lot B, at the front of the station near Alameda Street. Zipcars may be reserved by the hour or by the day. Zipcar rates include gas, insurance, and other costs associated with car ownership. Further information may be found online at zipcar.com/metrolinkla.

TAP Program

On June 19th, the first turnstile latching within the L.A. Metro Rail system occurred at L.A. Union Station. Passengers wishing to transfer to L.A. Metro Rail will be required to have a Transit Access Pass (TAP)-enabled card that can be tapped at the turnstiles. TAP-enabled Metrolink tickets allow transfers at no additional charge and are available for purchase from station Ticket Vending Machines (TVMs).

LOSSAN JPA

Governance

In May, the Commission approved amendments to the LOSSAN JPA in order to facilitate the interagency transfer (ITA) of intercity train service from the State to the regional JPA. By the end of June, all member agencies and ex-officio members had also reached consensus and approved the Amended LOSSAN JPA. During the next several months, the JPA will proceed with selection of a Managing Agency, which will be responsible for regional LOSSAN administration and ITA negotiations beginning in June 2014.

At the June 19th Board of Directors meeting, three agencies applying for Managing Agency status gave informational presentations. The interested agencies are LA Metro, OCTA, and the San Diego Metropolitan Transit System (MTS). In July, a Screening Committee, which includes VCTC CEO, Darren Kettle, will review initial proposals from interested agencies and present a recommendation to the Board of Directors at the August 23, 2013 meeting.

Amtrak Bicycle Policy

At the May Commission meeting, it was reported that, beginning June 1, 2013, bike reservations would be required to travel with a bike on the *Pacific Surfliner*. A \$5.00 fee originally associated with this reservation system has since been eliminated. Bike reservations must be made in advance of the trip and require purchase of a valid Amtrak ticket. Metrolink Monthly Pass holders wishing to bring bicycles aboard Amtrak trains must also purchase an Amtrak ticket, in order to make a bike reservation. Amtrak tickets and bike reservations can be obtained by visiting Amtrak.com, at Quik-Trak ticketing machines, from station ticket agents or by calling 1-800-USA-RAIL (872-7245).

May 2013 Metrolink Ridership

AVERAGE WEEKDAY PASSENGER TRIPS (INBOUND and OUTBOUND)

MAY 2013 v. APRIL 2013 (MONTH OVER MONTH)

MO/YR	Ventura County Line	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA
13-Apr	3,980	42,954	230
13-May	4,076	43,380	n/a
<i>Variance</i>	<i>2%</i>	<i>1%</i>	<i>n/a</i>

AVERAGE WEEKDAY PASSENGER TRIPS (INBOUND and OUTBOUND)

MAY 2013 v. MAY 2012 (YEAR OVER YEAR)

MO/YR	Ventura County Line	System Grand Total	Metrolink Rail 2 Rail on Amtrak North of LA
12-May	4,008	44,034	210
13-May	4,076	43,380	n/a
<i>Variance</i>	<i>2%</i>	<i>-1%</i>	<i>n/a</i>



Item # 9C

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: STEPHANIE YOUNG, PROGRAM ANALYST
SUBJECT: PROPOSITION 1B TRANSIT CAPITAL CALL FOR PROJECTS

RECOMMENDATION:

- Recommend approval of call for projects for Proposition 1B Transit Capital Funds.

BACKGROUND:

Proposition 1B, approved by the voters in 2006, includes \$3.6 billion statewide for transit capital projects, to be distributed to transit operators and regional agencies by formula. VCTC's total apportionment is approximately \$39,645,000. The VCTC Transit Investment Study developed a list of recommended transit capital projects to be funded by Proposition 1B, as well as project selection criteria to be used if additional unanticipated funds become available. Much of this list was funded with the help of federal stimulus funds for transit, but some projects were funded with Proposition 1B, leaving an unprogrammed balance of approximately \$29,081,000.

At the October 5, 2012 meeting, the Commission approved \$2,374,000 of bus replacement projects and \$867,000 of rail projects for Transit Capital funding. The Commission also approved reserving \$13,890,000 for future bus replacement projects and the construction phase of the Gold Coast Transit facility. At the May 9, 2013 meeting, TRANSCOM recommended the funding of \$2,560,000 for projects on the reserve list. The VCTC Transit Investment Study included a policy that one-third of the total amount of Transit Capital go toward rail projects. However, MAP-21, the most recent transportation bill, provides additional funding for rail projects so that they no longer need to be funded with Proposition 1B. The total remaining balance is \$11,950,000.

DISCUSSION:

Given that Proposition 1B provides a fixed amount of funds rather than an ongoing revenue stream, a strategic approach is needed to funding for ready-to-go projects while assuring that sufficient funds are reserved for future priorities. Due to the large amount of requests in the last call for projects, Transit Capital funds were only used only for bus replacements and not for bus service expansion projects. Staff therefore recommends that the same criteria apply in this current call for projects. Agencies wishing to be considered should submit the following to Stephanie Young at syoung@goventura.org:

1. An updated list of bus replacement projects, including bus replacements for currently leased vehicles, to be requested over the remainder of Proposition 1B. The list need not be limited to projects previously shown in the Transit Investment Study.
2. List of projects that will be ready-to-go within the next 12 months, which should therefore be submitted at this time for bond funds. Staff will assist agencies with submitting allocation requests to Caltrans.

Agencies that already have bus replacement projects on the approved list (attached) and do not wish to change the list need not resubmit their request. However, if any of these projects will be ready to go within the next 12 months, staff should be notified so that the project can be submitted to Caltrans.

The following is the schedule for nomination and selection of projects:

VCTC Approval of Policy for Call for Projects	July 12, 2013
Project Information due to VCTC	July 26, 2013
Review by Transit Operators Committee	August 8, 2013
Approval by VCTC	September 6, 2013
Submission of Projects to Caltrans	September 13, 2013
Fund Availability (contingent on bond sales) (Per State law, Proposition 1B Transit Capital projects can proceed prior to fund availability.)	Spring 2014

In addition to the balance of Proposition 1B Transit Capital funds, Congestion Mitigation and Air Quality (CMAQ) funds can be used for alternative fuel vehicles. There is currently a relatively small unprogrammed CMAQ balance, so as part of this call, VCTC may consider use of CMAQ for bus replacements using alternate fuel buses. Staff received a question from TRANSCOM about the eligibility of replacement alternative fuel vehicle purchases for CMAQ funding. FTA has confirmed that this is an eligible project, even if the vehicles are replacing existing alternative fuel vehicles.

The staff recommendation was approved by TRANSCOM at its June 11, 2013 meeting.

Reserve List of Approved Future Bus Replacement Projects

Title	Agency	Amount	Description
GCT New Admin, Maintenance, and Operations Facility	Gold Coast	\$5,610,000	GCT has outgrown their current facility and plans to relocate to a bigger facility. This money will be used to procure the site and support design and construction of the new facility.
Paratransit Replacement Vehicles	Gold Coast	\$2,630,000	24 paratransit vehicles are reaching their useful life and need to be replaced
Two ADA Buses	Santa Paula	\$140,000	Two Class C 16 passenger plus 2 wheelchair ADA accessible cutaway style transit buses
Two medium duty buses	Santa Paula	\$300,000	Two medium duty buses for bi-directional circulator service.
Four Replacement CNG Buses	Simi Valley	\$2,200,000	Four replacement CNG fueled transit buses.
Six CNG Paratransit Replacement Vans	Simi Valley	\$600,000	Six CNG fueled paratransit replacement vans.
TOTAL		\$11,480,000	

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Item # 9D

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEPHANIE YOUNG, PROGRAMMING ANALYST

SUBJECT: PROPOSITION 1B TRANSIT CAPITAL AGREEMENTS AND BUDGET AMENDMENT

RECOMMENDATION:

- Approve the agreement with the City of Simi Valley to provide \$550,000 in Proposition 1B Transit Capital funds to the City to implement the Simi Valley Metrolink Station Parking Lot Rehabilitation and ADA Upgrades Project. The agreement will be provided under separate cover.
- Approve the agreement with the City of Moorpark to provide \$317,000 of Proposition 1B Transit Capital funds for the Moorpark Metrolink North Parking Lot Project and \$774,000 of Proposition 1B Transit Capital funds for the purchase of two replacement CNG buses for Moorpark Transit. The agreement will be provided under separate cover.
- Amend VCTC Fiscal Year (FY) 2013/14 budget to increase Transit Grant Administration Pass-Through Grants by \$1,641,000. The revenue source is Proposition 1B Transit Capital.

BACKGROUND:

At the October 5, 2012 meeting, VCTC approved \$3,241,000 of rail and bus projects to receive Proposition 1B Transit Capital grant funds. The approved projects are:

Gold Coast Transit	Administration, Maintenance, and Operations Facility (Phase I)	\$1,600,000
Moorpark	Expansion of Metrolink North Parking Lot	\$317,000
Moorpark	Two Replacement CNG Buses	\$774,000
Simi Valley	Metrolink Station Parking Lot Rehabilitation and ADA Upgrades	\$550,000

The projects were submitted to Caltrans at that time to receive funding from the next available bond sale. Staff has recently received notification that the projects have been awarded funding.

RECOMMENDED ACTIONS:

In order to proceed with the above projects, staff recommends that VCTC approve the Proposition 1B Transit Capital program subrecipient funding agreements in Attachments A and B, which provide that VCTC is not liable for any costs until it receives Proposition 1B payment from the State. An agreement with Gold Coast Transit is not necessary because Gold Coast Transit is the direct recipient of Proposition 1B Transit Capital funds for its project. The Commission will also need to amend the FY 2013/14 VCTC budget to include the Moorpark and Simi Valley projects as Pass-Through Grants equal to a total of \$1,641,000.

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Item # 9E

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

**FROM: ALAN HOLMES, TRANSPORTATION DEMAND MANGEMENT
PROGRAM MANAGER**

SUBJECT: COMMUTER SERVICES QUARTERLY REPORT

RECOMMENDATION:

- Receive and file

DISCUSSION:

To improve reporting of Ventura County Rideshare activities, staff prepares and submits to the Commission quarterly reports for review. The primary focus of the Commuter Services program is to reduce traffic congestion and improve air quality by a voluntary reduction of single occupant vehicle (SOV) commute trips in Ventura County. SOV trips are reduced by offering direct assistance to employers located in Ventura County and through the provision of services to county residents, promoting carpooling, vanpooling, bus pooling, transit, walking, biking and other Transportation Demand Management (TDM) commute alternatives.

Table 1 Services by Quarter

Database	FY 11/12 4 th Quarter	FY 12/13 1 st Quarter	FY 12/13 2 nd Quarter	FY 12/13 3 rd Quarter	FY 12/13 YTD
Commuters on file	33,240	30,123	31,311	29,246	30,402
Commuters active for matching	6,401	5,892	6,028	5,572	5,732
Company worksites on file	369	358	338	337	337
Estimated Avg. Home to work distance	15.83	16.22	16.29	16.76	15.76
AVR reports generated	9	5	32	12	49
Matching Transactions					
Number of carpool matches attempted:					
Public (web)	589	412	847	240	1,499
Staff	852	183	505	291	979

Database	FY 11/12 4 th Quarter	FY 12/13 1 st Quarter	FY 12/13 2 nd Quarter	FY 12/13 3 rd Quarter	FY 12/13 YTD
Total carpool matches attempted	1,441	595	1352	531	2,478
Number receiving at least one match	1,122	425	1010	373	1,808
Average age of matching record (days)	97	261	142	152	117.5
Average number of matches/RideGuide	9	7	7	6	7
Avg. distance home/work	19	16.4	15.1	11.9	15.8
RideSmart Tips generated	2,193	725	7,184	1,538	9,447
Incoming Call Volume	87	45	12	18	75
Guaranteed Ride Home Program Usage					
Rental Car Trips	14	13	8	2	23
Taxi Rides	10	13	8	6	27
Total	24	26	16	8	50
	FY 11/12 4 th Quarter	FY 12/13 1 st Quarter	FY 12/13 2 nd Quarter	FY 12/13 3 rd Quarter	FY 12/13 YTD
Estimated Program Benefits					
Reduction in Vehicles Miles of Travel	1,884,716	614,923	1,382,217	404,286	1,997,140
Reduction in Commuting cost (in \$s)	1,017,712	332,027	746,367	218,285	1,078,394
Reduction in carbon monoxide (tons)	29.15	9.51	21.38	6.25	30.89
Reduction in volatile organic compounds (tons)	3.82	1.25	2.80	.82	4.05
Reduction in Oxides of Nitrogen (tons)	4.70	1.53	3.44	1.00	4.97

Marketing Activities:

Employer Support

During the third quarter of Fiscal Year 2012/2013, the Ventura County Transportation Commission's Commuter Services program reached out to the community by promoting the availability of resources through educational materials, outreach programs, and various promotional venues. Focus was especially keen on the development of a more successful version of the Rideshare portion of the website, and Earth Day and Bike to Work Week event and collateral preparation.

Employer Support

- **Commuter eBlast** – A monthly update of the Commuter Services program was sent out on the first weekday of each month to the list of approximately 135 transportation coordinators based at various employers throughout the county. Topics ranged from “Make the Rideshare Resolution” to “Rideshare, What’s Not to Love?” and “Exploring Your RideGuide.”
- **Employer Callouts** – We continued to reach out to a list of contacts developed specifically for this outreach campaign by contacting employers with over 100 employees and encouraging them to better understand how to take advantage of the resources available to them. Between January and March, 27 “warm leads” identified for follow up, and employer packets were mailed to each.
- **Employer Packets** – The packets mailed to warm leads included an introductory letter, both employer- and employee-focused Rideshare brochures, and tax benefit flyers. The packets

served as an introduction to the program, outlined the resources available and opened the door for future discussion.

- **Rideshare Website Overhaul** – A comprehensive evaluation of the Rideshare portion of the GoVentura.org website was conducted in February. The review included page-by-page analysis of current content; identified additional content needed, and restructured the page view for visual ease of accessing information. Efforts during March included copy revisions and additional brochures, infographics, and posters.

Outreach and Promotion

- **Earth Day 2013** – Research was conducted to determine the most beneficial events to attend in support of Earth Day. Preparations were made, including research and production of promotional materials, staffing plans, and creation of promotional artwork. During March, tasks included purchasing and designing promotional items, designing and producing new posters, filling out all applicable waiver forms, and coordinating staffing and Teen Council participation.
- **Bike to Work Week 2013** – Preliminary artwork and logo comps, utilizing original photography and creative direction was created with the simple theme “Bike to Work Week 2013 – Ventura County.” In preparation for the event, postcard and promotional item artwork was created and utilized for creation of promotional pieces. City connections as well as bike shop owners were contacted for interest in participating in “Pit Stop” events. Participation packets, which included an introduction letter, posters, flyers and promotional items, were mailed out to a list of contacts at workplaces throughout the county. Additionally, a master BTWW contact database and bike shop database were established to track participation and effectiveness.

Social Media

- **Facebook and Twitter** – Twenty percent of all posts and tweets on Facebook and Twitter during the third quarter encouraged ridesharing. Over the quarter, Facebook “likes” increased by three percent and Twitter’s followers increased by five percent. With the Earth Day and Bike to Work Week promotions coming up in the fourth quarter, we are looking forward to increased participation and outreach in these social venues.

Print Media

- **Earth Day 2013** – Artwork was designed for an Earth Day-specific postcard to be distributed during events in April. Promotional item and poster artwork was also created and distributed across multiple venues.
- **Bike to Work Week** – Postcard artwork was created and submitted for production. Material giveaways and promotional items were evaluated and ordered to be distributed in packets prior to the event and during the pit stop events.

Fourth-Quarter Activities

- Final preparation for and staffing booths at Earth Day Events: Oxnard (April 6), Thousand Oaks (April 13), Amgen (April 19), Ventura (April 20), CSUCI (April 22), Camarillo Senior Expo (May 7), and Simi Valley Wellness Expo (May 22).
- Begin overhaul process of Rideshare portion of website, including recommendations from initial evaluation report.

- Bike to Work Week promotion and outreach, including packet follow-up calls, “Pit Stop” event preparation and staffing, and selection of winners and distribution of prizes.
- Continued preparation and distribution of monthly Rideshare-themed eblasts to support employer participants.
- Continued social media representation and promotion, with particular focus on the availability of new employer materials, and to promotion of Earth Day and Bike to Work Week events.

California Vanpool Authority (CalVans):

Staffing and Inventory

CalVans at present has two staff, Marino Gomez, Transit Aid and new Transit Coordinator Tomas Hernandez. CalVans has 38 vans and carpool vehicles in the Ventura and Santa Barbara Counties.

Agriculture Vanpools

CalVans has deployed 22 vanpools for farm labor or agriculture use at rate of \$95 per mile. The highest density of farm labor usage is currently throughout Northern Santa Barbara County in the areas of Santa Maria, Guadalupe and Los Alamos. CalVans has seen an increased use of vanpools for the Federal H2A Labor program, where the grower is mandated to provide transportation for the guest farmworker. This mandate may provide an increased need for vanpooling and transportation options.

CalVans is also rolling out new farm labor vans at a cost of \$1.25 per mile. The increased cost is due to the notably higher lease/purchase amount for newer vehicles. CalVans Ventura/Santa Barbara staff is actively setting up outreach meetings with growers and attending the Ventura County House Farmworker Taskforce meetings to pursue new avenues of agricultural partnership.

Commuter Based Vanpools

CalVans presently has 2 commuter based vanpools in the Ventura area travelling from Ventura to Santa Barbara. CalVans staff has begun reaching out to area companies with the goal of having 10 to 15 more commuter vanpools on the road by the end of the year. This growth will result from direct and effective marketing about ridesharing's cost effectiveness and socially positive benefits. Staff will also match up the CalVans program with companies and organizations that have existing incentives for employees to rideshare or vanpool. This matching process can ensure the sustainability of a newly organized vanpool and help support existing yet finite Job Access and Reverse Commute (JARC) dollars.

Funding Assistance Programs

Staff has obligated approximately \$18,000 of the JARC funds available for Ventura County residents. It is anticipated the remaining JARC funding will be obligated with the next 6 months. These funds provided new vanpool riders with vouchers that are worth up to 50% of their monthly fare, not to exceed \$75. The funds are available for a six month period and can be renewed for an additional 6 months providing funds are available.

Partnership Opportunities

CalVans staff also will be working closely with the Ventura County Transportation Commission to designate existing corporations and industries that would benefit and might need CalVan's uniquely tailored rideshare program. By increasing commuter ridership and working in partnership with local and county agencies, CalVans hopes to assist in reducing transportation related congestion within the Ventura to Goleta corridor. Outreach has begun to Cabrillo Economic Development Corporation, builder of affordable housing within Ventura County. This partnership can assist in CalVans program awareness as well as creating new avenues to inform the public about ridesharing and vanpooling. The following chart shows passenger totals for the year to date.

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	Passengers			
Month	Weekdays	Saturday	Sunday	Total
July	3509	590	242	4341
August	3828	616	167	4611
September	2692	568	134	3394
First Quarter	10,029	1,774	543	12,346
October	845	176	60	1081
November	825	176	60	1061
December	1346	238	98	1682
Second Quarter	3,016	590	218	3,824
January	5699	680	150	6529
February	5005	619	420	6044
March	6270	1028	426	7724
Third Quarter	16,974	2,327	996	20,297
Totals to Date	30,019	4,691	1,757	36,467

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Item # 9F

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: VICTOR KAMHI, BUS SERVICES DIRECTOR
SUBJECT: APPROVAL OF RIDER GUIDELINES FOR VISTA BUSES

RECOMMENDATION:

- Approve and authorize distribution of rider guidelines for VISTA services.

BACKGROUND:

For a number of years, VCTC has operated VISTA without any clear guidelines regarding rider responsibilities or conduct while on the bus. Over the years this has periodically caused conflicts between the passengers and drivers, and sometime between the passengers themselves. Also, while there has always been some concern regarding what and how much "luggage" can be carried on buses, the loss of the under bus storage due to the use interim use of urban buses instead of over the road coaches has made the need for a clear set of policies and guidelines more important.

Each of the operators in the County, and most nationwide, have approved rider guidelines; VCTC has not. After review of the various guidelines, with a focus toward other guidelines from Ventura County, staff is recommending that the Commission approve the attached rider guidelines and code of conduct, which was developed and is used by the Thousand Oaks Transit. These are the most complete and comprehensive. There is a recommended addition regarding the use of cell phones, which have become an issue over the past few years.

At a future date, and as the VISTA bus fleet changes, modifications may be recommended.

DISCUSSION:

The following bus rider guidelines and code of conduct are recommending for VISTA bus service:

To ensure your experience aboard our buses is a pleasant one, we ask that you observe the following guidelines:

- Open food and beverage containers without lids or caps are not allowed onboard the bus
- Smoking is not permitted on board or within 25 feet of any bus stop or bus shelter
- All radios and electronic devices, including cell phone, designed to reproduce sound must have headphones connected and volume set to a level that does not disturb other passengers
- Exact fare is required; drivers are unable to make change and refunds are not available
- Please keep conversation with the driver to a minimum
- Hold small children securely during your trip and carts folded up and out of the aisles
- Please allow elderly and handicapped riders to use the seats at the front of the bus.*

Keep aisles clear of parcels and packages. Anything you bring on board must remain in your possession at all times. The following items are not permitted on buses at any time:

- Items too large or too numerous to be controlled, carried, or handled by a passenger
- Firearms or other weapons
- Hazardous materials
- Items that block that aisles or require the use of another seat
- Strollers, walkers, and shopping carts that cannot be folded and stowed under a seat, or under the bus if under-bus storage is available.

Passenger Code of Conduct

We believe using public transportation should be a pleasant and safe experience. To help ensure this, we have some basic rules of conduct for all our passengers. VISTA will not provide transit service to passengers that exhibit disruptive, violent, or illegal behavior. Passengers that engage in the behaviors listed below will be subject to suspension of their riding privileges, citation, or arrest:

- Threats of harm, assault, or battery on a driver or passenger
- Verbal abuse or harassment including the use of profanity, intimidation, or altercation with a driver or a passenger
- Failure to obey a driver's lawful instructions
- Damage to the vehicle
- Repeated violations of riding rules
- Failure to maintain reasonable personal hygiene which may expose the driver and passengers to health and safety risks
- Criminal conducts prohibited by the California Penal Code



Item #9G

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: RESPONSE TO 2012-2013 GRAND JURY REPORT "VICTORIA AVENUE CORRIDOR THROUGH THE CITY OF VENTURA"

RECOMMENDATION:

- Authorize the Executive Director to submit response, contained in Attachment B, to the Grand Jury report.

BACKGROUND:

Attachment A provides a report of the Grand Jury regarding the Victoria Avenue Corridor in Ventura. The primary emphasis of the report is the operation of the traffic signals and the red light cameras, but the report also discusses the proposed freeway-to-freeway connector from the westbound Route 126 to southbound Route 101, which if built could reduce southbound traffic on Victoria. Both the City of Ventura and VCTC are directed to respond, but VCTC's jurisdiction over the issues is limited to the planning of the freeway-to-freeway connector.

DISCUSSION:

Attachment B provides the Commission's proposed response to the Grand Jury. The Commission maintains a prioritized listing of state highway improvements, and has for many years included this project on its list, although at a lower priority. Unfortunately, given the amount of funding in the State Highway Transportation Improvement Program, and the other higher priority projects such as the Route 118 and 101 freeway widenings, this project will be many years away, at best.

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Ventura County Grand Jury 2012 - 2013



Final Report

Victoria Avenue Corridor Through the City of Ventura

May 9, 2013

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Victoria Avenue Corridor through the City of Ventura

Summary

The 2012-2013 Ventura County Grand Jury (Grand Jury) received numerous complaints about traffic problems on and around Victoria Avenue (Victoria) in the City of Ventura (Ventura). The Grand Jury chose to investigate the challenges and possible solutions to the ongoing traffic problems.

The Ventura County (County) freeway system was designed and constructed approximately fifty years ago. The planners did not provide a transition from the westbound Highway (Hwy) 126 freeway to the southbound Hwy 101 freeway. As the population grew so did the number of vehicles, thereby, making this oversight more significant. The three mile length of Victoria in Ventura is one of the most heavily traveled streets in the city. At peak travel periods, the problems appear to be congestion and chaos, especially during rush hours.

The Grand Jury recommends a constant, unchanging speed limit in conjunction with synchronized traffic signals along the entire four lane section of the Corridor. Also, increased time for the yellow turn arrows and delayed green lights would help the confusion at the Corridor traffic signals. Further the Grand Jury recommends that traffic planners initiate the process to complete the connection from westbound Hwy 126 to the southbound Hwy 101. If these recommendations are not implemented, red light cameras along the Corridor should be removed.

Background

The Victoria Avenue Corridor (Corridor) through Ventura has a wealth of traffic issues that pose a problem to current traffic planners and users. Congestion, accidents, near-accidents, traffic citations and misuse of side streets adjacent to Victoria can be directly linked to the state planners' errors of the 1950's and 1960's.

When the freeway system was in the planning stage, state planners, for unknown reasons, failed to provide a connector from the westbound Hwy 126 to the southbound Hwy 101. This may have been an economic move to save the cost of a connector or a political decision to encourage business for the fledgling shops and businesses along Victoria, but most likely it was caused by the early plan that the entire Oxnard Plain would be crisscrossed with freeways. Those interconnections were never completed.

Victoria is the main traffic corridor from Oxnard beaches to the Ventura hills. Victoria connects Channel Islands Harbor, Oxnard Airport and Port Hueneme to the commercial corridor in Ventura. The Government Center at Victoria and Telephone Road, Ventura College and residential areas are also along this route. In addition, Victoria is the main connector of Hwy 101 and Hwy 126.

As traffic increased, due to the increase in population and the explosion in the use of privately owned vehicles, so did traffic congestion and traffic problems. These include:

- extremely heavy traffic along Victoria during critical travel periods
- varying speed limits along Victoria
- use of red light cameras at critical and confusing intersections
- heavy and speeding traffic on the side streets adjacent to Victoria
- heavy traffic on the Kimball Ave/Johnson Drive corridor
- heavy traffic on the Wells Road/Los Angeles Avenue/Hwy 118 corridor during rush hours

The Grand Jury found that drivers are often confused by the varying speed limits, traffic changing lanes and unusual traffic light timing. Also confusing are the left turn yellow lights along the approximately three mile stretch of Victoria between the south city limits and Foothill Road. The left turn yellow lights at major intersections are approximately one to two seconds less than the straight-ahead yellow lights. Also, from south to north, speed limits change from 55 MPH to 50 MPH to 35 MPH to 40 MPH to 45 MPH to 40 MPH.

The Grand Jury found that red light camera tickets issued along the Corridor may be questioned as to their validity due to driver confusion. While the red light camera tickets appear to be legal, they may not be ethically or morally justified.

The intersection at Victoria and Telephone Road appears to be the major intersection on this route that highlights the traffic flow problems along the Corridor. The Grand Jury found that the left turn lanes at this intersection have created many red light camera tickets. Interviewed drivers stated that quick braking could result in a rear-end collision. The Grand Jury found that other jurisdictions have alleviated this problem by implementing longer yellow lights and delayed green lights. However, California state law limits yellow light duration due to a formula for the actual speeds of the vehicles. Despite the best efforts of Ventura traffic officials, this may be unchangeable. As commerce and traffic increases along this route, traffic problems will continue.

Methodology

The Grand Jury interviewed members of the Ventura Police Department, Ventura Traffic Department, Ventura County Transportation Commission (VCTC) and members of the public. The Grand Jury timed traffic lights and left turn arrows, drove the Corridor at various times of the day and in different traffic conditions. Other routes were also driven. The Grand Jury reviewed applicable state and local

laws. Also reviewed were other pertinent reports, newspaper articles, and available online sources.

Facts

- FA-01.** The lack of a connector from the westbound Hwy 126 to the southbound Hwy 101 causes traffic problems along the Corridor. [Ref-11, 12]
- FA-02.** The Corridor is a major traffic artery through Ventura. [Ref-11, 12]
- FA-03.** Vehicle use in the County has increased significantly in recent years.
- FA-04.** There is very heavy traffic along the Corridor during peak travel periods.
- FA-05.** There is confusion among drivers along the Corridor because of varying speed limits, timing of traffic signals, and frequent lane changing.
- FA-06.** The Grand Jury was told and observed that there is dense traffic, as well as, apparently speeding traffic along side streets paralleling Victoria.
- FA-07.** There is heavy traffic at rush hours on the Kimball Road/Johnson Drive corridor.
- FA-08.** There is very heavy traffic at rush hours along the Wells Road/Los Angeles Avenue/Hwy 118 corridor.
- FA-09.** The traffic engineers are aware of these issues and are attempting remediation. [Ref-08]
- FA-10.** The red light monitored intersections have confusing left turn arrows with different timing than through traffic.
- FA-11.** Drivers have complained that quick braking may result in a rear-end collision when the yellow arrow appears. [Ref-13, 14]
- FA-12.** Other jurisdictions have alleviated this problem by adjusting to longer left turn yellow arrows, longer yellow lights and delayed green lights. [Ref-02, 03, 15]
- FA-13.** The Grand Jury defined, for the purposes of this report, the Corridor as being the approximate three-mile portion of Victoria Avenue from the southern city limits of Ventura to Foothill Road.

Findings

- FI-01.** A constant speed limit along the four lane section of Victoria may decrease driver confusion and increase safety. (FA-05, 09) [Ref-15]
- FI-02.** There is a need now and a growing need in the future for a westbound Hwy 126 to southbound Hwy 101 connector. (FA-01-04, 07-09)
- FI-03.** The left turn yellow lights, having a shorter time than the through-traffic yellow lights, have created confusion among drivers. There is decreased safety due to the increased risk of rear-end collisions at the major intersections along Victoria. (FA-05-06, 09-12)

FI-04. Red light camera tickets appear to be legal, however, they may not be ethically or morally justified. (FA-05-06, 09-12)

Recommendations

- R-01.** The Grand Jury recommends that Ventura traffic engineers should consider a constant, unchanging speed limit, in conjunction with synchronized signals, along the entire four lane section of the Corridor through Ventura. (FI-01) [Ref-15]
- R-02.** The Grand Jury recommends that traffic planners initiate the process to complete the connection from the westbound Hwy 126 to the southbound Hwy 101. (FI-02)
- R-03.** The Grand Jury recommends that yellow left turn arrows be increased in time and that delayed green lights be adjusted at Corridor traffic signals. (FI-03)
- R-04.** If recommendations 01, 02, 03 are not implemented, the Grand Jury recommends the removal of the red light cameras along the Corridor. (FI-04)

Responses

Responses Required From:

City Council, City of Ventura (FI-01, FI-02, FI-03, FI-04) (R-01, R-02, R-03, R-04)

Chief of Police, City of Ventura
(FI-01, FI-02, FI-03, FI-04) (R-01, R-02, R-03, R-04)

City Transportation Manager, City of Ventura
(FI-01, FI-02, FI-03, FI-04) (R-01, R-02, R-03, R-04)

Responses Requested From:

Executive Director, Ventura County Transportation Commission
(FI-01, FI-02, FI-03, FI-04) (R-01, R-02, R-03, R-04)

Commendations

The Ventura County Grand Jury would like to thank and commend the Ventura Police Department, the City of Ventura Traffic Department and the Ventura County Transportation Commission for their cooperation, information and insight into this issue. They were helpful in assisting the Grand Jury to understand the problems and the challenges of these traffic issues.

References

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(Los Angeles County Superior Court No. BR048012).
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- Ref-02.** Fire Redflex, The Dark Side of Photo Enforcement; "Cameras Coming Down", FireRedflex.com, <http://fireredflex.com/cameras.html> (accessed August 05, 2012).
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- Ref-13.** Von Quednow, Cindy. "To cities, camera rules are fine" Ventura County Star. January 22, 2013.

- Ref-14.** California Legislative Information "SB-29 Vehicles: automated traffic enforcement systems. (2011-2012)", December 06, 2010.
- Ref-15.** Subbaraman, Nidhi. "Los Angeles syncs all traffic lights to speed up commute", Future Tech. NBC News.com, April 2, 2013.

Glossary**TERM****DEFINITION**

Connector

A highway or freeway which connects to another highway or freeway

Corridor

Victoria Avenue Corridor through the City of Ventura from the southern City limits to Foothill Road

County

Ventura County

Grand Jury

2012-2013 Ventura County Grand Jury

Hwy

Highway

Hwy 101

Highway 101 through Ventura County

Hwy 126

Highway 126 in Ventura County

MPH

Miles Per Hour

VCTC

Ventura County Transportation Commission

Ventura

City of Ventura

Victoria

Victoria Avenue

Victoria Corridor

The approximately three miles of Victoria Avenue through the City of Ventura from the southern City limits to Foothill Road

July 12, 2013

The Honorable Brian J. Back
Presiding Judge of the Superior Court
800 S. Victoria Avenue
Ventura, CA 93009

**RE: VENTURA COUNTY TRANSPORTATION COMMISSION RESPONSE TO GRAND JURY
REPORT REGARDING VICTORIA AVENUE THROUGH THE CITY OF VENTURA**

Dear Judge Back:

At today's meeting the Ventura County Transportation Commission (VCTC) directed me to provide this response to the report of the Ventura County Grand Jury entitled Victoria Avenue Corridor Through the City of Ventura.

The VCTC was established in 1989 by SB 1880 (Davis), and as amended in 2004 by SB 2784 (Pavley), consists of the members of the County Board of Supervisors, a mayor or council member from each of the incorporated cities, one citizen member appointed by the Board of Supervisors, and one citizen member appointed by the City Selection Committee. Its responsibilities as provided under state law include setting priorities for Ventura County's share of funds in the State Transportation Improvement Program (STIP), the primary source of state funds for highway improvements. As part of this function VCTC maintains a prioritized list of future state highway improvements. This list was last updated as part of the 2009 Ventura County Congestion Management Plan, which was adopted by the Commission July 10, 2009. The Commission updates the list in consultation with its Transportation Technical Advisory Committee, consisting of local jurisdiction public works staff.

The adopted highway priority list includes the Route 126 to Route 101 southbound connector recommended in the Grand Jury Report, but due to the many other urgent needs throughout the county this project is a very low priority relatively speaking. Higher priority-projects on the list include the widening of the Route 118 Freeway between Tapo Canyon Road in Simi Valley and Los Angeles Avenue in Moorpark and the widening of the Route 101 Freeway from the Los Angeles County Line to Route 33 in Ventura. Given the need for these other costly projects of regional benefit, and the reduced amount of funds currently included in Ventura County's STIP share (now approximately \$10 million annually), it is likely to be many decades before the Route 126 to Route 101 southbound connector can be funded. Nevertheless, VCTC recognizes the need for this project, along with the many other needed highway improvements throughout the County.

As required by the Grand Jury, the attachment provides specific responses to each of the Findings and Recommendations contained in the report. With the exception of matters relating to the connector project, the Commission does not have jurisdiction over the subjects addressed in the report. It is expected that the City will address those matters in its response.

Sincerely,

Darren M. Kettle
Executive Director

**VENTURA COUNTY TRANSPORTATION COMMISSION
RESPONSES TO FINDINGS AND RECOMMENDATIONS
CONTAINED IN 2012-2013 GRANT JURY REPORT
“VICTORIA AVENUE CORRIDOR THROUGH THE CITY OF VENTURA”**

Findings

FI-01. VCTC does not have jurisdiction over speed limits. This issue is the jurisdiction of the City.

FI-02. As described in the cover letter, the Commission acknowledges the need for the connector, but due to the reduced availability of state funds and the large number of higher-priority state highway needs, this project will be at best decades away.

FI-03. VCTC has no jurisdiction over traffic signal timing. This issue is the jurisdiction of the City.

FI-04. VCTC has no jurisdiction over traffic enforcement. This issue is the jurisdiction of the City.

Recommendations

R-01. Although VCTC has no direct jurisdiction over traffic signals, VCTC does have responsibility for programming federal funds apportioned to VCTC for transportation projects, with signal synchronization being an eligible use for these funds. Accordingly, when VCTC has a call for projects it could consider a request for synchronization improvement on Victoria Avenue. Such a request would need to compete with other submitted projects on a countywide basis for the amount of funds made available by the federal government.

R-02. As described in the cover letter and Item FI-02 above, the availability of funds for the connector unfortunately is at best decades away. The use of public resources at this time for the planning of this project cannot be justified given the lack of availability of construction funds for many years.

R-03. VCTC has no jurisdiction over traffic signal timing. This issue is the jurisdiction of the City.

R-04. VCTC has no jurisdiction over traffic enforcement. This issue is the jurisdiction of the City.

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Item # 9H

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: VICTOR KAMHI, BUS SERVICES DIRECTOR

SUBJECT: RESPONSE TO 2012-2013 GRAND JURY REPORT "SENIOR TRANSPORTATION IN VENTURA COUNTY"

RECOMMENDATION:

- Authorize the Executive Director to submit response, contained in Attachment B, to the Grand Jury report.

BACKGROUND:

Attachment A provides a report of the Grand Jury regarding the Senior Transportation in Ventura County. The primary emphasis of the report is the limited amount of transit services available to seniors in Ventura County, the complexity caused by multiple providers, and the lack of a long term strategy to address the projected long term growth in the senior population of Ventura County.

DISCUSSION:

Attachment B provides the Commission's proposed response to the Grand Jury. The Commission agrees with the overall assessment that the demand for transit services for seniors in Ventura County is great, growing, and will be a source of challenges and stress for the transit services in the foreseeable future. At the same time, the Commission notes that many seniors are using both the general public transit and the dial-a-ride transit services available in the County, and that the services are expanding within the limited resources available to the cities and the County for transit.

The Grand Jury report notes that there are a number of transportation providers in Ventura County, which serve both seniors and others. The list needs to be corrected, since it misses a number of transit providers which carry significant numbers of seniors (as well as others). These omissions in the report may support their argument that it is easy for transit users to become overwhelmed and confused by the multiple services. Of particular importance is the omission of any mention of the Gold Coast Transit authority, the provider of about two-thirds of all transit trips in the County.

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The Commission recognizes that transit funding and the laws and regulations governing the provision of transit services, including services for seniors, are complex. In addition, the authority to provide the services is primarily vested in the cities. Each city and community in the County has different demographics and needs, and, working with assistance from the Commission, each strives to use their limited resources to provide for the transit needs of their residents.

Ventura County Grand Jury 2012 - 2013



Final Report

Senior Transportation in Ventura County

May 30, 2013

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Senior Transportation in Ventura County

Summary

The 2012-2013 Ventura County Grand Jury (Grand Jury) opened an inquiry into the transportation needs of senior citizens in the County of Ventura (County). Research into Senior Transportation developed after an interesting protocol meeting early in 2012. The Grand Jury chose to look into the issue for further clarification. The organization of public transportation services for the County is a vital service for senior citizens. The Transportation Development Act requires that funds be spent for public transit as well as road repairs. The Ventura County Transportation Commission (VCTC) contracts with private companies for that purpose.

Considerable effort by the VCTC and the Ventura County Area Agency on Aging (VCAAA) is being made to ensure that transportation options meet the needs of seniors. One of the most critical turning points in the lives of seniors is when they are no longer able to travel on their own to meet their needs. Although many seniors continue to drive their own cars well into their eighties and beyond, there are many who are no longer able to do so because of financial, physical and/or cognitive limitations.

After a study of the issues surrounding senior transportation, the Grand Jury found that senior transportation providers, planners and funding organizations have failed to work together to provide an integrated county-wide transportation network for the entire County. With the residents of the County living longer, the need for senior transportation continues to increase. This inquiry identified and evaluated various senior transportation programs to determine if they are meeting the current needs of the seniors of the County.

The Grand Jury recommends that the VCTC and the VCAAA improve transportation options and their availability to the seniors of the County. In addition, the Grand Jury recommends that provision for senior transportation needs be given a top priority within the County. The Grand Jury recommends assigning an independent, non-elected County administrator to oversee and manage the collaborative efforts of all senior transportation modalities. They also need to produce strategies to simplify senior transportation. This administrator would gain cooperation by and with all transportation entities with a goal of consistency in the areas of the "5 A's" (Availability, Acceptability, Accessibility, Adaptability, and Affordability as seniors' needs for transportation) as put forth by the Beverly Foundation. [Ref-02]

Background

Transportation is one of the most important concerns in today's society. Aging is a major life transition that typically means leaving the workforce and living on a fixed income that either does not vary over time or rises modestly to cover a portion of annual inflation. The Census Bureau stated in 2010 that many older citizens live in poverty, which makes access to affordable public senior

transportation crucial. This is not a problem limited to lower income citizens. Many seniors may not be able to walk to the bus stop, or even to the curb, to avail themselves of a ride. Getting to the store to buy groceries, making it to a doctor's appointment or simply meeting with friends can be very difficult. In many cases the senior feels isolated and no longer a part of the community.

The Beverly Foundation identifies five different areas ("5 A's") of need for senior transportation. They are:

- availability
- acceptability
- accessibility
- adaptability
- affordability

Public senior transportation in the County is provided by ten different agencies through a combination of fixed route and demand-response transit services. The nonprofit senior/disabled transportation is as follows: [Ref- 03]

- Agoura Hills Dial-A-Ride
- Camarillo Health Care District Care-A-Van
- Fillmore and Piru Vista Dial-A-Ride
- Gold Coast Transit Access
- Help of Ojai
- Moorpark Dial-A-Ride
- Santa Paula Vista Dial-A-Ride
- Simi Valley Dial-A-Ride
- Thousand Oaks Dial-A-Ride
- Ventura County Transportation Commission

These agencies are not integrated into a single coordinated system.

Methodology

The Grand Jury reviewed numerous public records with respect to the various transportation needs and concerns of senior citizens. The Grand Jury examined the practices and policies of the VCTC, as well as those of the VCAAA. Also considered were current and historical documents related to senior transportation. Seniors who use demand-response transit (Dial-a-Ride and ACCESS, which are commercial names) and fixed route bus transportation (Vista and Gold Coast) were interviewed, as well as administrators and clients of senior centers. In addition, the Grand Jury obtained best practices information from impartial experts within the senior transportation field and used Internet sources of public

records. The Grand Jury researched programs in other areas of the U.S. that provided the kind of transportation service that met the needs of seniors.

Facts

- FA-01.** Based on local funding policies and perception of transportation needs, transit operators offer non-matching days and hours of service. [Ref-01]
- FA-02.** An effort to provide integrated or coordinated service has been minimal. However, the VCTC and the transit operators have attempted to improve connections through coordinated fares, media and scheduling software. [Ref-01]
- FA-03.** VCAAA is the main advocacy group for senior services in the County and has provided the seniors of the County with specialized transportation options, such as: "personalized trip planning," instructions on how to obtain paratransit (for disabled seniors) and a helpful brochure that clearly explains transportation options such as demand-response transit systems for County seniors. In addition, their website offers advice on other services available. [Ref-07]
- FA-04.** The County consists of ten cities and large unincorporated areas that are separated by many miles, with many diverse communities and transit centers. Geographic areas do not share common economic, social and/or transportation needs. [Ref-01]
- FA-05.** The Beverly Foundation was founded in 1977. Its mission is to foster new ideas and options to enhance mobility and transportation for today's and tomorrow's older population. [Ref-02]
- FA-06.** The Beverly Foundation emphasizes the following factors as essential to effective and acceptable senior transportation: availability, acceptability, accessibility, adaptability and affordability. [Ref-02]
- FA-07.** The Beverly Foundation stated senior men may live as many as six years and women as many as ten years after the time that they no longer drive. They become dependent on family, as well as on a broad array of community transportation services. [Ref-02]
- FA-08.** The Federal Government's Older Americans Act of 1965 provided for transportation needs of the elderly. This was termed demand-response transit. These services are found in most cities in the County. [Ref-04]
- FA-09.** According to the U.S. Census Bureau, the national elderly population is projected to double to approximately 80 million by the year 2050. [Ref-05]
- FA-10.** In Thousand Oaks, demand-response transit service is restricted to seniors only.

- FA-11.** In Fillmore, seniors, children, farm workers and others are allowed the use of this service without priority to seniors.
- FA-12.** The VCTC Bus Book print size is small and difficult to read. [Ref-06]

Findings

- FI-01.** The Grand Jury found that senior transportation in the County is inadequate. There is little coordination among the ten cities in the County and/or the 10 transportation companies, making it difficult, if not impossible, for a senior citizen to travel easily. (FA-01-04)
- FI-02.** The Grand Jury found that mobility and transportation options are limited to the existing bus routes, and there is little or no coordination of the time schedules. (FA-05, 07)
- FI-03.** The Grand Jury found that the aging of the County population impacts accessibility to essential services and cultural events. (FA-06, 08-09)
- FI-04.** The demand-response transit services are found in all ten cities, although each city's service is independently operated and functions differently. This has been found to be very confusing and in some cases potentially dangerous to seniors. In Thousand Oaks, the service is for seniors only. However, in the Heritage Valley (Fillmore, Piru and Santa Paula) seniors, children, farm workers and others are allowed the use of this service. (FA-08, 09)
- FI-05.** The Grand Jury found that many bus routes, fees, stops, and schedules differ so profoundly that this is confusing to many. The cognitive limitations of many senior citizens add to this issue. (FA-01, 02, 04-09, 11, 12)

Recommendations

- R-01.** The Grand Jury recommends that an independent, non-elected County administrator be assigned to oversee the collaborative efforts of all the senior transportation modalities in the County and produce strategies to simplify senior transportation. This administrator would seek consensus with the independent companies and city transportation agencies with a goal of consistency in the areas of availability, acceptability, accessibility, adaptability, and affordability. Further, the administrator would develop an advisory board comprised of senior bus-riding citizens to point out the opportunities for improvements. In addition, the Ventura County Board of Supervisors should be encouraged to ride a bus route once a year to determine needs and the effectiveness of the programs.
- R-02.** In cooperation with the VCTC and VCAAA, programs should be implemented that are designed to assist senior citizens with transportation within their cities and throughout the County.

- R-03.** The Ventura County Board of Supervisors should allocate specific funding for senior transportation.
- R-04.** The VCTC, working with VCAAA, should standardize requirements for participation in the senior transportation programs. They should also publicize the availability of programs that fulfill the transportation needs of seniors.
- R-05.** The VCAAA should plan for increased staffing to accommodate a growing senior population.

Responses

Responses Required From:

County of Ventura, Board of Supervisors (FI-01, FI-02, FI-03, FI-04, FI-05)
(R-01, R-02, R-03, R-04, R-05)
Ventura County Transportation Commission (FI-01, FI-02, FI-03, FI-04, FI-05)
(R-01, R-02, R-04, R-05)

Responses Requested From:

City Council, City of Camarillo (R-01, R-02, R-03, R-04, R-05)
City Council, City of Fillmore (FI-04) (R-01, R-02, R-03, R-04, R-05)
City Council, City of Moorpark (R-01, R-02, R-03, R-04, R-05)
City Council, City of Ojai (R-01, R-02, R-03, R-04, R-05)
City Council, City of Oxnard (R-01, R-02, R-03, R-04, R-05)
City Council, City of Port Hueneme (R-01, R-02, R-03, R-04, R-05)
City Council, City of Santa Paula (FI-04) (R-01, R-02, R-03, R-04, R-05)
City Council, City of Simi Valley (R-01, R-02, R-03, R-04, R-05)
City Council, City of Thousand Oaks (R-01, R-02, R-03, R-04, R-05)
City Council, City of Ventura (R-01, R-02, R-03, R-04, R-05)

Commendations

The Ventura County Area Agency on Aging is an outstanding advocate for the transportation needs of the County's senior citizens. VCAAA staff actively participates in and collaborates with other County entities concerned with identifying resources and resolving senior transportation issues in each community.

References

- Ref-01.** *Ventura County Regional Transit Study, Final Report-Executive Summary and Report to Legislature as adopted by the VCTC, April 13, 2012, pp. 3-4.*
- Ref-02.** *Beverly Foundation – www.beverlyfoundation.org/about*
- Ref-03.** *Eldercare, Ventura County Star 2012-2013 Resource Guide for Services in Ventura County, Community Resources, p. 21.*
- Ref-04.** *Older Americans Act of 1965. (Pub. L. 89-73, 79 Stat. 218, July 14, 1965)*
- Ref-05.** *www.census.gov/population/socdemo/statbriefs/agebrief.html.*

Attachments

- Att-01.** VCTC (Gold Coast Transit) Bus Book, pp. 4-5.
- Att-02.** VCAAA brochure, Ventura County Public Transit for Seniors

Glossary

<u>TERM</u>	<u>DEFINITION</u>
County	County of Ventura
Demand-response transit	Any non-fixed route system for transporting individuals that requires advanced scheduling by the customer, including services provided by public entities, nonprofits, and private providers.
Fixed route transportation	Includes any transit service in which vehicles run along an established path at preset times. In the County, buses are the most common examples of this type of service.
Grand Jury	Ventura County Grand Jury
Modalities	The type of behavior, expression or way of life that belongs to a particular person or group of people.
Protocol visit	For the purpose of educating the Grand Jury to governmental functions of the County, cities and special districts so that jurors can meaningfully perform their statutory oversight functions
Senior citizen	A common polite designation for an elderly person, and it implies or means that the person is at least 65 years old or older.
VCAAA	Ventura County Area Agency on Aging
VCTC	Ventura County Transportation Commission

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HOW TO READ THE BUS SCHEDULE

Each schedule lists timepoints for several stops along the route, and these are shown on the accompanying route map. Read the schedule from left to right. To know when you should arrive at a stop that is between the listed timepoints, use the time from the timepoint *before your stop*.

If you need assistance with your trip planning, please call GCT's Customer Service Center at 805-487-4222. Our team is available to help Monday - Friday, 7 AM - 7 PM.

CÓMO LEER EL HORARIO DEL AUTOBÚS

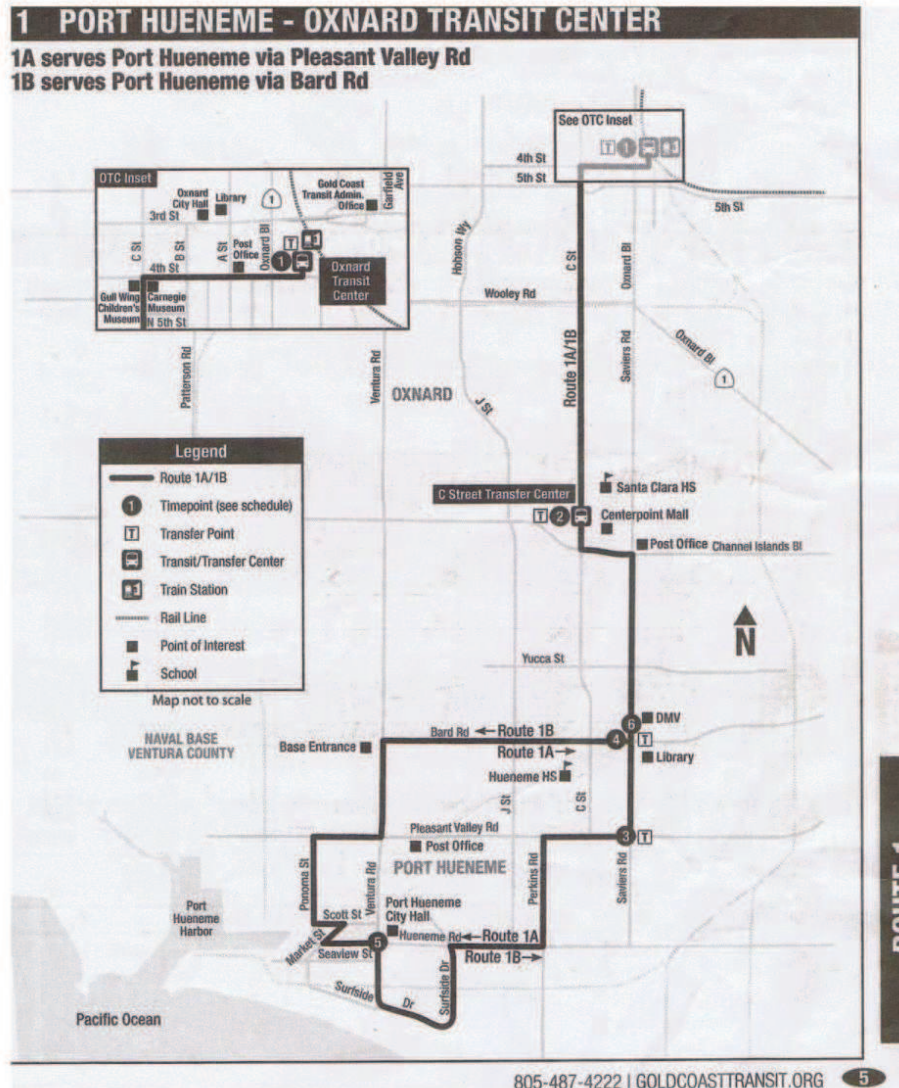
Cada horario muestra el tiempo para varias paradas a lo largo de la ruta y éstos se muestran en el mapa de la ruta que acompaña. Lea el horario de izquierda a derecha. Para saber cuando debe llegar a una parada que está entre el tiempo indicado, use el tiempo *antes de su parada*.

Si necesita ayuda con la planificación de su viaje, por favor llame a nuestro Centro de Servicio al Cliente al 805-487-4222, abierto de lunes - viernes, 7 AM - 7 PM.

HOW TO USE/CÓMO LEER

4A GONZALES RD - NORTH OXNARD					DAILY DIARIO
2	OTC	OTC	OTC	OTC	1
	1	2	3	4	1
	6:25AM	6:33	6:47	6:54	7:05
	7:10	7:18	7:32	7:39	7:50
	8:00	8:08	8:24	8:34	8:47
	8:55	9:03	9:19	9:29	9:42
	9:50	9:58	10:14	10:24	10:37
	10:45	10:53	11:09	11:19	11:32
	11:40	11:48	12:04PM	12:14	12:27
NOTE: • THESE TRIPS DO NOT OPERATE ON WEEKENDS					NOTA: • ESTOS VIAJES NO OPERAN LOS FINES DE SEMANA

- 1 The heading tells the route name, number, direction of travel and the day of operation. (El título muestra el nombre de la ruta, la dirección de la ruta y los días que opera esta ruta.)
- 2 The numbered discs are timepoints which correspond to the time a bus will depart at that location. These timepoints are not the only stops on the route. (Solo los puntos claves a lo largo de la ruta están enumerados en el horario. No son las únicas paradas.)
- 3 Symbols are used to denote specific information about a particular trip. This information is detailed in the "Note" section. (Los símbolos se utilizan para denotar información de un viaje particular. Se detallan en la sección "Nota").



Attachment 02

VCAAA brochure, Ventura County Public Transit for Seniors

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Relax and Enjoy the Ride!

Many older adults think that giving up the keys to their car means losing their independence, but this does not have to be you! With a little planning, you can get where you need to go. For a minimal fare, buses and Dial-A-Ride vans can take you to and from the grocery store, clubs, senior centers, lunch with friends and medical appointments.



Did you know? Every city in Ventura County has a public transit system with buses that are accessible to persons with disabilities and seniors? If you cannot ride the bus, you may qualify for Dial-A-Ride services.

Join us for Lunch!

Did you know? Public transportation for seniors attending one of the county's 14 hot lunch programs is available daily during the week at no charge? Be sure to tell the driver that you are attending the Sr. Nutrition Luncheon or call the VCAAA at (800)510-2020 for more information.



The Ventura County Area Agency on Aging (VCAAA) serves the County's 60+ population including those with different social and cultural needs.

PERSONALIZED TRIP PLANNING
"GO VENTURA" 800-438-1112
PERSONALIZED TRAVEL TRAINING
"MMP" 800-966-7114

WELCOME ABOARD!

VENTURA COUNTY PUBLIC TRANSIT FOR SENIORS



FIXED ROUTE

DIAL-A-RIDE

SPECIALIZED TRANSIT



PLANNING YOUR BUS TRIP

- STEP 1:** Get a bus schedule and map
- STEP 2:** Find your routes and transfers
- STEP 3:** Determine your departure and arrival times
- STEP 4:** Locate your bus stops and have your fare ready.



PERSONALIZED TRIP PLANNING
"GO VENTURA" 800-438-1112
PERSONALIZED TRAVEL TRAINING
"MMP" 800-966-7114

Do you qualify for Dial-A-Ride (DAR)?

If you are unable to access a bus, you may qualify for other public transit services known as "Dial-A-Ride." You can make a reservation on a wheelchair-accessible van or bus that will pick you up and drop you off at your home. To get an application & schedule an assessment, call the Americans with Disabilities Act (ADA) Certification Office toll-free at **1-888-667-7001. SENIORS MAY ACCESS DAR WITH-OUT ADA CERTIFICATION.**

CITY DIAL-A-RIDE SERVICES

Camarillo:

- Camarillo Area Transit (CAT) - 55 & Older \$1.50 (Curb to Curb) 805-988-4CAT (4228)
- Camarillo Health Care District Care-A-Van - 55 & Older \$6.50-\$21 (Door to Door for ADA & Non-Emergency Medical Appointments) 805-388-2529

Moorpark:

- City of Moorpark - 62 & Older \$1.50-\$4.50 (Curb to Curb) 1-800-881-9521 ext 290

Thousand Oaks:

- Thousand Oaks Transit- 62 & Older \$1.50 (Curb to Curb) 805-375-5467

Simi Valley:

- Simi Valley Transit- 60 & Older \$1.50 (Curb to Curb) 805-583-6464

Ojai, Meiners Oaks & Mira Monte:

- HELP of Ojai- 55 & Older \$2-\$3 (Door to Door) 805-646-5122
- Ojai Trolley- 65 & Older \$.25 805-653-2230
- Gold Coast ACCESS - 65 & Older \$3.00 (Connects with the Ojai Trolley at Vons) 805-485-2319

Oxnard, Port Hueneme & Ventura:

- Gold Coast ACCESS- 65 & Older \$3.00 (Curb to Curb) 805-485-2319
- Harbor & Beaches DAR 805-207-0699

Santa Paula:

- VISTA 65 & Older- \$1.00 (Curb to Curb) 805-933-2267

Fillmore & Piru:

- VISTA 65 & Older- \$1.00 (Curb to Curb) 805-524-2319

FRAIL SENIORS NEEDING SPECIAL CARE

Elder Help & Medi-Ride programs provide a limited number of no-cost door-through-door rides for non-emergency medical appointments for frail seniors who qualify. Transportation to Los Angeles county is available in some instances. Call the VCAA at 800-510-2020 for more details.

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ATTACHMENT B

July 12, 2013

The Honorable Brian J. Back
Presiding Judge of the Superior Court
800 S. Victoria Avenue
Ventura, CA 93009

RE: VENTURA COUNTY TRANSPORTATION COMMISSION RESPONSE TO GRAND JURY REPORT REGARDING SENIOR TRANSPORTATION IN VENTURA COUNTY

Dear Judge Back:

At today's meeting the Ventura County Transportation Commission (VCTC) directed me to provide this response to the report of the Ventura County Grand Jury entitled Senior Transportation in Ventura County.

The VCTC was established in 1989 by SB 1880 (Davis), and as amended in 2004 by SB 2784 (Pavley), consists of the members of the County Board of Supervisors, a mayor or council member from each of the incorporated cities, one citizen member appointed by the Board of Supervisors, and one citizen member appointed by the City Selection Committee. Its public transit responsibilities as provided under state law include the making of an finding that there are no public transit needs that can reasonably be met (including achieving a state mandated farebox recovery) for agencies that want to use some of their Transportation Development Act funds for street purposes, and approving the allocation of Federal Transit funds within each Urbanized Area in the County. The Commission also serves the Consolidated Transportation Service Agency (CTSA), which is established to facilitate the coordination and provision of specialized and social service transportation.

The Commission also operates express bus service between most of the cities in Ventura County, and provides connecting service to Woodland Hills and destinations in Santa Barbara County. It also manages the community Dial-a-Ride services in the Heritage Valley. Many of the riders on those services are seniors. In addition, the Commission brokered an agreement between the transit operators in the County to provide transfers between the Dial-a-Ride services for persons who are disabled and unable to use the fixed route bus system.

As required by the Grand Jury, the attachment provides specific responses to each of the Findings and Recommendations contained in the report. We have not responded to item R-03, which is specific to the County Board of Supervisors, not the Commission. As noted in our specific responses, the Commission does not have the authority to direct how each of the cities, the County, or Gold Coast Transit, provides transit services. The Commission does continue to support, encourage, and plan, with our partners, for the improvement of transportation in Ventura County, and strategically use its limited resources to encourage improvements to all parts of the system.

Sincerely,

Darren M. Kettle
Executive Director

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**VENTURA COUNTY TRANSPORTATION COMMISSION
RESPONSES TO FINDINGS AND RECOMMENDATIONS
CONTAINED IN 2012-2013 GRANT JURY REPORT
“SENIOR TRANSPORTATION IN VENTURA COUNTY”**

Findings

***FI-01.** The Grand Jury found that senior transportation in the County is inadequate. There is little coordination among the ten cities in the County and/or the 10 transportation companies, making it difficult, if not impossible, for a senior citizen to travel easily.*

Partially disagree. The primary source of transit operating funds in California is distributed to cities, counties (for their unincorporated population), and transit districts based on their population to provide public transportation services. The funds are to provide public transit for all segments of the community. The state allows amount of flexibility in the provision of those services, but also requires that all fixed route services must get 20% of the operating costs from fares, and specialized transportation services to the elderly and disabled, as well as transit services in census defined rural areas must get 10% of the operating costs from passenger fares. The individual cities, the County, and Gold Coast Transit (for Oxnard, Ventura, Port Huemene, Ojai, and part of the County) use these funds to provide for all their transit needs. Each city provides the services it feels are tailored to the wants, needs, and expectations of their city residents, and maintains independent services which are responsive to their communities. VCTC, as a countywide agency, plans and supports VISTA (Ventura Intercity Service Transit Authority) to provide intercity and intercounty transit services. As noted in Fact FA-04 of the Grand Jury Report, the geography of the county tends to support this outside of the contiguous Oxnard-Ventura urbanized area. At the same time, the transit operators do provide connecting paratransit for trips for the disabled, and VCTC provides hourly services connecting all the urban areas as well as the Heritage Valley and Santa Barbara.

While there is a wide range of transit services, the services are limited, in terms of when the services operate, and where they go. The fact that there are limited amounts of service countywide also mean that there are frequently wait times between connecting trips. The Commission and the providers have made efforts in the past, and are continuing to work on programs and projects to provide additional services, improve connections, and reduce wait times. However, these efforts are constrained by the relatively low levels of intercity demands and high costs of providing the trips – conditions which have been a challenge in the past and will continue to be so in the future. As noted above, all public transportation services must be operated in an efficient manner in order to continue qualifying for transportation funds.

Travel for seniors within the individual agencies using the Dial-a-Ride services has been available and by combining it with other services (in some communities the federally mandated Americans with Disabilities Act (ADA) services, in others with general public services), the agencies have been able to meet the mandated efficiencies and provide the most transportation feasible. Within the Gold Coast Transit (GCT) area, established 40 years ago to provide fixed route transit service in and among those jurisdictions, the agency provides a consolidated ADA paratransit service which also serves all seniors in the service area. Similar services are provided by the Ventura County (for unincorporated portions of the County) and the Cities of Thousand Oaks, Simi Valley, and Moorpark, although Thousand Oaks allows seniors to use the service fewer hours than disabled and charges them a higher fare. Camarillo and the Heritage Valley provide general purposes Dial-a-Ride within their communities. Services have been uneven and limited on weekends and evenings – in part because of the historic challenges of achieving the mandated

farebox recovery rates. Those communities with limited weekend and evening services are working on trials to expand into those hours, and in the past few months Camarillo, Moorpark, and Thousand Oaks have all taken actions to extend services, which will be subject to annual review.

FI-02. The Grand Jury found that mobility and transportation options are limited to the existing bus routes, and there is little or no coordination of the time schedules.

Partially disagree. While the fixed route bus services provide much of the transit service in Ventura County, including service for many seniors who appreciate the flexibility and low costs that it provides, there is paratransit (dial-a-ride) service available in every community in the County. The connections between communities, including hours of operation and timed transfers, have shortcomings, and while transit planners continually work to improve the coordination and increase hours of service, without significant increases in funding and the ability to attract sufficient levels of ridership to achieve the required farebox recovery rates, this challenge will continue. Given the limited transit funding available to the county, and the relatively low levels of ridership in some parts of the County, it is likely that there will always be some places and times with no reasonable travel options. There are a wide range of transportation services available, and they are increasing every year. As noted above, this year, Moorpark and Thousand Oaks are adding fixed route Saturday service, and Camarillo Sunday Dial-a-Ride services. This will improve connections with the VISTA 101 and VISTA East bus routes. In addition, Moorpark is extending its senior and ADA service until 8 pm on weekdays, operating two additional hours every weekday. This year the County and the City of Moorpark (as well as Westlake Village in Los Angeles County) began contracting with the City of Thousand Oaks to provide senior and ADA services to those cities and the communities of Newberry Park and Agoura Hills. While not a single system, the centralized operations and dispatching have greatly improved intercommunity mobility in that area.

FI-03. The Grand Jury found that the aging of the county population impacts accessibility to essential services and cultural events.

Agree. VCTC has long recognized that there is a growing demand for additional transit services and access by all segments of the population, including transit dependent groups such as youths, disabled persons, low income persons, and seniors.

FI-04. The demand-response transit services are found in all ten cities, although each city's service is independently operated and functions differently. This has been found to be very confusing and in some cases potentially dangerous to seniors. In Thousand Oaks, the service is for seniors only. However, in the Heritage Valley seniors, children, farm workers and others are allowed the use of this service.

Partially disagree. Because of the fact [Grand Jury Report Fact FA-04] that Ventura County has a number of physically, culturally, and socio-economically different communities, it also has a number of unique transit services. In the western portion of the County, Gold Coast Transit provides a uniform system providing fixed route and demand responsive services for the four cities and adjoining unincorporated communities. In other cities which are not so geographically and socially close, the services are provided by the individual communities.

As noted earlier, most non-disabled senior transit riders use the general public transit, generally fixed route services. VCTC has provided Federal grants to several agencies to provide "travel training" to seniors and disabled persons to help them better understand how to use the transit systems. At this time, the biggest challenge the program has is enrolling seniors and disabled persons in the "one-on-one" travel training provide by VCTC.

FI-05. The Grand Jury found that many bus routes, fees, stops, and schedules differ so profoundly that this is confusing to many. The cognitive limitations of many senior citizens add to this issue.

Partially agree. While most bus riders, including seniors typically use only one or two of the nine public operators (plus services operated in Eastern Ventura County by the Los Angeles Metro and Los Angeles City Commuter Express) in Ventura County, persons who travel between communities are faced with different service and operations. Riders, including seniors, who are unable to use the public transit systems due to cognitive or physical limitations can be ADA certified which provides one call-one fare paratransit service countywide (although because of the service differences, transfers are required). As the Beverly Foundation noted, supplemental grant-funded services using volunteer drivers would be a good solution for many seniors who have special needs above those of the general population. VCTC's Transit Operators Committee (TRANSCOM) has recommended that the Commission approve a Federal grant request for a demonstration service for seniors using volunteer drivers in 2013.

While having different fares and regulations governing transit, including senior transit, uniformity may make things more easily understood for those who travel between communities, but may also adversely impact others – by raising fares or age limits to get universal agreement. There is a desire on the part of all transit operators to work toward this uniformity. The agencies in the East County are working on a Memorandum of Agreement, which includes a goal of increasing uniformity of fares and hours of operation. In the West County, Gold Coast is the primary transit provider, with a single, consolidated operation.

Recommendations

R-01. The Grand Jury recommends that an independent, non-elected County administrator be assigned to oversee the collaborative efforts of all the senior transportation modalities in the County and produce strategies to simplify senior transportation. This administrator would seek consensus with the independent companies and city transportation agencies with a goal of consistency in the areas of availability, acceptability, accessibility, adaptability, and affordability. Further, the administrator would develop an advisory board comprised of senior bus-riding citizens to point out the opportunities for improvements. In addition, the Ventura County Board of Supervisors should be encouraged to ride a bus route once per year to determine needs and the effectiveness of the programs.

Disagree. The creation of a new independent, non-elected County administrator who is primarily an advocate, would be largely duplicative of the VCAAA and the Senior Commissions and staff which exist in most cities in the county. As a County position, the “administrator” would not be a part of the transportation process, nor the VCTC programs. The County is only has authority and responsibility for transportation services in the unincorporated areas of the county, and each city is responsible for providing transportation within their city limits.

The Ventura County Transportation Commission (VCTC) is the body which oversees all transportation matters countywide. VCTC also serves as the Consolidated Transportation Service Agency (CTSA) which seeks to improve coordination and cooperation of public and private transit operators countywide. VCTC also has an annual process to obtain citizen and community recommendations for improvements to the transit system as part of a state mandated “Unmet Transit Needs” process. Key to this process is the review by the VCTC Citizens Transportation Advisory Committee/Social Services Transportation Advisory Council (CTAC/SSTAC) which includes citizen members from the county, the ten cities, and social service agencies countywide (including the VCAAA). CTAC/SSTAC is the committee which must analyze and approve VCTC's mandated Unmet Transit Needs findings annually.

VCTC, in cooperation with the County, the ten Cities, Area Agency on Aging (AAA), and social service agencies approved a Human Services Transportation and Transit Service Coordination Study, and continues triennial updates as required by Federal law. The study includes recommendations to improve all paratransit services in the county, and improve uniformity. Several of those recommendations have

been implemented. VCTC approved a Countywide Transit Study in 2013 which includes recommendations to streamline all transit, including senior transportation services, and which includes those recommendations not yet implemented from the Human Service Coordination Study. All jurisdictions are currently working together to improve these services.

R-02. In cooperation with the Ventura County Transportation Commission (VCTC) and Ventura County Area Agency on Aging (VCAAA), programs should be implemented that are designed to assist senior citizens with transportation within their cities and throughout the County.

Partially Agree. VCTC works cooperative with the VCAAA, and has provided the VCAAA with funds to provide limited transportation services which supplement the existing public transit services, and expects to continue that productive relationship in the future. VCTC also funds a “travel training” program to assist riders, specifically including seniors, in learning how to use the bus services in the county. Neither the Federal Transit Administration nor the State provides VCTC with funds which are exclusively available for senior transportation, and the Commission feels that as it works with the local agencies to improve transit, all riders, including seniors will benefit.

R-04. The VCTC, working with VCAAA, should standardize requirements for participation in the senior transportation programs. They should also publicize the availability of programs that fulfill the transportation needs of seniors.

Agree. As part of the Human Services Transportation and Transit Service Coordination Study, VCTC adopted a recommendation that all transit providers use of a standard age for senior transportation programs. This will require a number of agencies, including the VCAAA to use 65, instead of younger ages, to define seniors for transportation programs. The authority to make this determination is one for each operator, and is made in the context of the community’s needs. VCTC sees the opportunities for additional improvements in the standardization of the requirements for participation in the senior programs, and based on the Commission actions in response to the 2013-14 Unmet Transit Needs process, will be working on implementation of those improvements.

R-05. The VCAAA should plan for increased staffing to accommodate a growing senior population.

No position. The VCTC is increasing its staff to better plan for and administer transit in the county. The Commission has no position on the staffing of the VCAAA.



Item #10

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: LEGISLATIVE UPDATE & POSITIONS ON BILLS

RECOMMENDATION:

- Adopt WATCH position on AB 1290 (J. Perez) regarding California Transportation Commission review of Sustainable Communities Strategy (SCS) implementation.

BACKGROUND:

Federal Issues

On June 19 the House Appropriations Subcommittee on Transportation, Housing and Urban Development approved its Fiscal Year 2014 appropriations bill. The bill would provide \$41 billion for the highway program, the full amount authorized under Moving Ahead for Progress in the 21st Century (MAP-21); and \$10.5 billion for transit, less than the authorized amount of \$10.7 billion.

State Issues

Attachment A is the analysis from Delaney Hunter, the Commission's lobbyist, regarding AB 1290, a bill that would require regions to report to the CTC on their progress in implementing their SCS, and require that county submittals for the State Transportation Improvement Program (STIP) specify how those programs support their regional SCS. Attachment B summarizes the status of bills being tracked by VCTC.

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GONZALEZ, QUINTANA & HUNTER, LLC

VENTURA COUNTY TRANSPORTATION COMMISSION MONTHLY STATE ADVOCACY REPORT MAY/JUNE 2013

LEGISLATIVE UPDATES

SB 203 (Pavley) Local Transportation Funds: Ventura County

SB 203 passed off the Senate Floor on Special Consent and with a unanimous vote of 36-0 on May 20th. As we previously reported, the Senate Transportation Committee required the bill to be amended to require VCTC to report to the Legislature annually for five years in order to address legislative concerns and demonstrate the county's commitment to the Transportation Development Act (TDA) purpose. SB 203 was heard in the Assembly Transportation Committee on July 1st and passed out on Consent. Technical amendments were suggested by the committee to modify the reporting language. Now, VCTC will post the report information on its website, not send it to the Legislature.

AB 664 (Williams) Gold Coast Transit District

AB 664 passed off the Assembly Floor on Consent and with a unanimous vote of 70-0 on May 16th and will be heard July 2nd in the Senate Transportation Committee. All indications are that it will continue to easily move through the legislative process.

AB 179 (Bocanegra) – Data Privacy Rules for Electronic Fare Passes

AB 179 passed off the Assembly Floor on a vote of 70-1 on May 24th and out of the Senate Judiciary Committee on a vote of 5-2 on June 25th. VCTC consulted with staff of Assemblymember Bocanegra regarding VCTC's concerns with the bill and upon further clarification and assurance removed our opposition. The bill will be heard in the Senate Appropriations Committee in the coming weeks.

AB 513 (Frazier) – Rubberized Asphalt

AB 513 passed off the Assembly Floor on a vote of 54-12 on May 29th and will be heard in the Senate Environmental Quality Committee on July 3rd. Recent amendments make technical changes to how funds would be appropriated and adds a sunset date of January 1, 2020.

AB 1574 (Lowenthal) – Cap and Trade Revenues for Transportation

VCTC, along with other SCAG commissions, supported the formula contained in AB 1574 for cap and trade revenue disbursement in the SCAG region. However, given the budget loan AB 1574 is now a 2 year bill and won't move this legislative year.

STATE BUDGET

Cap and Trade Revenues – The May Revision proposed to loan \$500 million of cap and trade revenues to the General Fund for cash flow purposes. While the Legislature initially balked, and most stakeholders opposed, the loan was included in the final adopted budget. As it is a loan the revenues will be paid back, however a schedule was not included.

Active Transportation Program – The Governor’s budget proposed to collapse the various active transportation programs – such as Safe Routes to Schools, Rails to Trails, etc – into a single program that could fund multiple activities. This concept was included in the final budget along with budget control language that makes fund unavailable “...for expenditure until the Secretary of the Business, Transportation and Housing Agency convenes a working group by August 31, 2013, regarding active transportation and until legislation is enacted that creates a new program to promote active transportation. For the purposes of this provision, “active transportation” means human-powered transportation, such as biking and walking, that achieves mobility and safety goals, promotes better health, and helps meet the greenhouse gas reduction targets established by the State Air Resources Board pursuant to Section 65080 of the Government Code. The new program shall promote these goals, as well as improve safety, achieve efficiencies, accelerate and streamline project delivery, and improve project outcomes by consolidating the program funded by this item and several other transportation programs that currently include funding for active transportation.”

Assembly Bill 1290 (J. Perez)

Summary: Assembly Bill 1290 adds two additional voting members of the California Transportation Commission (CTC) to be appointed by the Legislature and makes the Secretary of the Transportation Agency, the Chairperson of the State Air Resources Board, and the Director of Housing and Community Development to serve as ex officio members.

Purpose: According to the author's office, AB 1290 modifies the CTC organizational structure and composition to improve its capacity to analyze and integrate connections between transportation and land use into its administrative programs and review processes. AB 1290 expands membership of the CTC from 13 to 18 members by adding members appointed as follows:

- One voting member appointed by the Speaker of the Assembly;
- One voting member appointed by the Senate Committee on Rules; and
- The Secretary of the Transportation Agency, the Chairperson of the State Air Resources Board, and the Director of Housing and Community Development, each to be non-voting, ex officio members.

AB 1290 would also require the Governor to make every effort to assure that expertise in the transportation community that has not traditionally been represented on the CTC is reflected in future appointments to the Commission, with a particular emphasis on stakeholders involved and engaged in, among other things, efforts to make California's transportation system more sustainable.

AB 1290 expands the responsibilities of the commission's Committee on Planning to include monitoring outcomes from land development and transportation investments in accordance with the sustainable communities strategy (SCS) required to be adopted by transportation planning agencies as part of the regional transportation plan.

By October 15, 2014, and every two years thereafter, AB 1290 requires the CTC to receive from those transportation planning agencies that are required to prepare an SCS, reports (discussed below) describing progress in implementing their SCSs and in attaining greenhouse gas reductions; authorizes the CTC, after receiving the second round of reports (in 2016) and after consulting with transportation planning agencies, to prepare guidelines to ensure that the reports are concise, coherent, focused on state objectives, and comparable across the state.

AB 1290 clarifies that the CTC's requirement to include with each revision of its Regional Transportation Plan (RTP) guidelines a summary of best practices or projects that have been employed to promote health and health equity for purposes of sharing ideas among transportation planning agencies. Further, AB 1290 expands elements of the CTC's required annual report to include an assessment of progress around the state toward achieving greenhouse gas emission reductions, based on land developments and transportation investments.

For transportation planning agencies that prepare SCSs, AB 1290 requires those agencies to submit annual reports to the CTC that describes the region's progress in implementing its SCS and the report must include an assessment of progress made, along with any challenges the region is facing, with respect to its ability to implement policies and projects that were set forth in its SCS. Also, AB 1290 requires the Regional Transportation Improvement Program (RTIP) to include a discussion of how it relates to the region's SCS; this provision applies only to regions that are required to prepare an SCS. AB 1290 requires the Strategic Growth Council (Council) to do the following:

- Identify activities, programs, and local assistance funding of member agencies that have a significant effect on the implementation of SCSs;
- Notify its member agencies of the identified activities, programs, and local assistance funding; and,

- Require each member agency to report annually by August 15 to the Council and to the CTC on steps it has taken to ensure that its policies, activities, programs, and local assistance funding help reduce greenhouse gas; member agencies are also required to explain in the context of their missions any statutory constraints that prevent the agency from pursuing policies, activities, programs, and local assistance funding that would help attain greenhouse gas emission reduction targets.

Existing Law:

1. Creates the California Transportation Commission, with various powers and duties relative to the programming of transportation capital projects and allocation of funds to those projects, pursuant to the state transportation improvement program and various other transportation funding programs.
2. Provides that the commission consists of 13 members, including 11 voting members, of which 9 are appointed by the Governor subject to Senate confirmation and 2 are appointed by the Legislature (Speaker of Assembly & Senate Rules Committee). In addition, 2 members of the Legislature are appointed as ex officio members without vote (Speaker of Assembly & Senate Rules Committee).
3. Requires the CTC to organize itself into at least four committees, as follows: aeronautics, streets and highways, mass transportation, and planning; vests with the planning committee the responsibility to monitor transportation planning and programming processes related to RTPs.
4. Authorizes the CTC to prescribe guidelines for preparation of RTPs.
5. Requires metropolitan planning organizations (MPOs) and transportation planning agencies to adopt and submit an updated RTP to the CTC and to the Department of Transportation (Caltrans) every four or five years, depending on air quality attainment within the region.
6. For MPOs, requires their RTPs to include an SCS to achieve greenhouse gas emission reduction targets established by the California Air Resources Board (Board).
7. Requires MPOs to submit their adopted SCS to the Board for review and acceptance or rejection of the MPO's determination that its SCS will, if implemented, achieve the established greenhouse gas reduction targets; provides that an SCS is not subject to any state approval, except for this review.
8. Provides that projects programmed for funding before December 31, 2011, or projects that are specifically in a sales tax measure adopted prior to December 31, 2010, are not subject to the constraints of an SCS.
9. Establishes the Council and prescribes its membership, to include:
 - Director of State Planning and Research;
 - Secretary of the Resources Agency;
 - Secretary of Environmental Protection;
 - Secretary of Business, Transportation and Housing;
 - Secretary of California Health and Human Services; and,
 - One public member, appointed by the Governor.
10. Tasks the Council with coordinating activities and identifying funding programs of its member agencies to do the following:
 - a. Improve air and water quality;
 - b. Protect natural resources and agriculture lands;
 - c. Increase the availability of affordable housing;
 - d. Promote public health;

- e. Improve transportation;
 - f. Encourage greater infill and compact development;
 - g. Revitalize community and urban centers; and,
 - h. Assist state and local entities in planning sustainable communities and in meeting AB 32 (Nunez), Chapter 488, Statutes of 2006 goals.
11. Requires the Council to recommend policies and investment strategies and priorities to the Governor, the Legislature, and to appropriate state agencies to encourage the development of sustainable communities.
12. Directs the Council to provide, fund, and distribute data to local government and regional agencies to assist them in planning sustainable communities.
13. Sets forth a process to develop the State Transportation Improvement Program (STIP), which is comprised of the interregional transportation improvement program submitted by Caltrans and RTIPs submitted by transportation planning agencies.
14. Grants the CTC authority to adopt or reject, in its entirety, an RTIP submitted to it by a transportation planning agency; generally requires projects identified in RTIPs to be consistent with RTPs.

Previous Legislation:

AB 32 (Nunez), Chapter 488, Statutes of 2006, the California Global Warming Solutions Act, set a greenhouse gas emissions limit equivalent to the statewide greenhouse gas emissions levels in 1990 to be achieved by 2020.

SB 375 (Steinberg), Chapter 728, Statutes of 2008, requires MPOs to include SCSs in their RTPs for the purpose of reducing greenhouse gas emissions.

SB 732 (Steinberg), Chapter 729, Statutes of 2008, among other things, established the SGC.

SB 1039 (Steinberg), Chapter 147, Statutes of 2012, requires the Department of Housing and Community Development, Caltrans, and the CTC to coordinate state housing and transportation policies and programs.

Support/Opposition (as of April 29, 2013):

Support: California Bicycle Coalition.

Opposition: None.

Statutory Citations

Not applicable

VENTURA COUNTY TRANSPORTATION COMMISSION STATE LEGISLATIVE MATRIX BILL SUMMARY June 19, 2013			
BILL/AUTHOR	SUBJECT	POSITION	STATUS
AB 179 Bocanegra	Requires purging of certain personal identification information for electronic transit fare media.	Watch	Passed Senate Transportation and Housing Committee 10-0. In Senate Judiciary Committee.
AB 513 Frazier	Establishes a grant program for use of recycled tires in local agency paving projects.	Support	Passed Assembly 64-12. In Senate Environmental Quality Committee.
AB 574 Lowenthal	Establishes distribution of Cap-and-Trade revenues for transportation.	Support if Amended	Died in Assembly Appropriations Committee.
AB 664 Williams	Establishes a Gold Coast Transit District.	Support & Seek Amendment	In Senate Transportation and Housing Committee.
AB 1290 J. Perez	Requires reporting on Sustainable Communities Strategy (SCS) implementation to CTC, and inclusion of SCS documentation in county STIP nominations.	Watch	In Senate Transportation and Housing Committee.
SB 203 Pavley	Allows Ventura County cities with a population of under 100,000, and the rural portion of the unincorporated area, to use TDA funds for streets and roads, as in other counties.	Sponsor	In Assembly Transportation Committee.
SCA 4 Liu	Places before the voters a Constitutional Amendment to reduce to 55% the approval threshold for local transportation funding measures.	Support	Re-referred to Senate Transportation and Housing Committee.

New VCTC recommended position shown in **bold**.



Item #11

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: APPROVE FISCAL YEAR (FY) 2013/14 TRANSIT PROGRAM OF PROJECTS (PUBLIC HEARING)

RECOMMENDATION:

- Approve the attached Program of Projects (POP) for federal transit operating, planning and capital assistance for FY 2013/14.

BACKGROUND:

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

In early summer of each year VCTC approves a draft POP which can be used as the basis for a Transportation Improvement Program (TIP) amendment to incorporate the projects into the TIP. The Final POP, to be adopted in September, could incorporate changes based on adopted transit operator budgets, or other updated funding figures. It should be noted that if the adopted FY 2014 Federal budget be lower than assumed, it will be necessary to make changes in the Program of Projects.

The attached Program of Projects table shows the recommended projects for each of the urbanized areas. The Cities of Moorpark, Thousand Oaks, Camarillo, and Simi Valley, as well as Gold Coast Transit, were asked to submit projects to use the funds available to them based on the revenues they generate. These projects have been submitted and were then incorporated into the attached POP.

A significant change in this year's POP is the separation of the Fiscal Year 2014/15 Heritage Valley transit system funds from VISTA. In keeping with the adopted VCTC policy, the funding for this new transit operator will be equal to the formula funds generated by the service area population, plus the formula funds generated by the service provided. For population-generated funds, the Heritage Valley can be considered to generate the county's \$381,000 Section 5311 Rural Area apportionment, which is

based on the county's rural population. However, due to the long-standing practice of Ojai Trolley receiving the Section 5311 funds, the \$381,000 for Heritage Valley will continue to come from the Thousand Oaks/Moorpark area apportionment not associated with the cities of Thousand Oaks and Moorpark.

Another change in this year's POP is the programming of Section 5339 Bus Capital funds. The funds available for each operator reflect the inclusion of Section 5339 funds which are also generated by population and by each operator's service. To simplify the grants, rather than include a small amount of Section 5339 funds in each operator's program, the POP swaps each local operator's share of 5339 funds with 5307 funds generated by VISTA, thus assigning all Section 5339 funds to the VISTA capital leases.

This year, as in the past, the Countywide Planning costs are distributed on a per capita basis. Meanwhile, since the VISTA operating statistics are all reported to the Oxnard/Ventura area, the Oxnard/Ventura apportionment includes the funds generated by VISTA. As in past years, VCTC has shifted funds between VISTA and Countywide Planning so that all of the Countywide Planning line items are shown under the Oxnard/Ventura area. Thus, in the POP the contributions for Thousand Oaks/Moorpark, Camarillo, and Simi Valley for Countywide Planning show up instead as contributions to VISTA. However, the total funds in the POP for VISTA are equal to the amount it generates.

There has also been a fund shift to enable Gold Coast to use more of its share for ADA operations than would normally be allowed under the rule that only 10% of an area's apportionment is eligible for ADA operations. In addition to using all of the Oxnard/Ventura funds eligible for ADA operations, Gold Coast is also using the remaining Thousand Oaks/Moorpark funds eligible for ADA. To offset this use of Thousand Oaks/Moorpark ADA funds by Gold Coast, the Thousand Oaks/Moorpark Urbanized Area contribution to VISTA was reduced by an equal amount, and the Oxnard/Ventura area VISTA contribution increased by an equal amount. This shift of funds does not change the amount that each operator receives, but only the eligible use of funds.

The attached POP was approved by TRANSCOM at its June 14th meeting. The POP notice was published in the Ventura County Star on June 27th.

Program of Projects			
The Ventura County Transportation Commission (VCTC) will hold a public hearing on the Program of Projects (POP) for the Oxnard, Thousand Oaks, Camarillo and Simi Valley Urbanized Areas (UAs) for projects to be funded with Federal Transit Administration funds in the 2013/14 Fiscal Year (FY 2014). The funds available in FY 2014 are estimated to be \$13,605,000 for the Oxnard UA, \$6,163,000 for the Thousand Oaks UA, \$3,222,000 for the Camarillo UA, and \$2,822,000 for the Simi Valley UA, based on anticipated FY 2014 funds, prior year carry-over funds, and discretionary funds. The public hearing will be held at 9:00 a.m. on Friday, July 12, 2013, in the Camarillo City Council Chamber, 601 Carmen Drive, in Camarillo. The POP is available for public inspection at 950 County Square Drive, Suite 207, Ventura CA 93003.			
FY 2013/14 Federal Transit Program of Projects			
	Total Cost	Federal Share	Local Share & Other
OXNARD/VENTURA URBANIZED AREA			
Gold Coast Transit			
<u>Operating Assistance</u>			
Operating Assistance	\$2,000,000	\$1,000,000	\$1,000,000
	\$2,000,000	\$1,000,000	\$1,000,000
<u>Planning Assistance</u>			
Transit Service Administration & Support	\$50,000	\$40,000	\$10,000
Marketing & Passenger Awareness Activities	\$50,000	\$40,000	\$10,000
	\$100,000	\$80,000	\$20,000
<u>Capital Assistance</u>			
Preventive Maintenance	\$1,875,741	\$1,500,593	\$375,148
Business Systems Upgrade	\$375,000	\$300,000	\$75,000
Service Vehicles	\$25,000	\$20,000	\$5,000
ADA Paratransit Service	\$951,958	\$761,566	\$190,392
	\$3,227,699	\$2,582,159	\$645,540
Total Gold Coast	\$5,327,699	\$3,662,159	\$1,665,540
Ventura County Transportation Commission			
<u>Planning Assistance</u>			
Transit Planning and Programming (FY 14/15)	\$573,750	\$459,000	\$114,750
Transit Information Center (FY 14/15)	\$325,000	\$260,000	\$65,000
Fare Collection/Passenger Counting Data Management (FY 14/15)	\$346,250	\$277,000	\$69,250
Elderly/Disabled Planning/Eval. (FY 14/15)	\$165,000	\$132,000	\$33,000
VISTA Planning (FY 13/14)	\$100,000	\$80,000	\$20,000
VISTA Planning (FY 14/15)	\$563,750	\$451,000	\$112,750
	\$2,073,750	\$1,659,000	\$414,750
<u>Capital Assistance</u>			
VISTA Services – Capital Leases (FY 12/13)	\$312,500	\$250,000	\$62,500
VISTA Services – Capital Leases (FY 14/15)	\$567,489	\$453,991	\$113,498
VISTA Capital Leases (FY 14/15)(Sec 5339)	\$818,659	\$654,927	\$163,732
Fare Collection Equipment	\$87,500	\$70,000	\$17,500
Ridership Monitoring Equipment	\$150,000	\$120,000	\$30,000
Next Bus Upgrade for Bus Stop Signage (Transit Enhancement Funds)	\$93,750	\$75,000	\$18,750
Metrolink Capital Rehabilitation (FY 14/15)	\$1,432,411	\$1,432,411	-
Metrolink Capital Rehabilitation (FY 13/14) (Section 5309 Rail Modernization)	\$318,464	\$318,464	-
Metrolink Capital Rehabilitation (FY 14/15) (Section 5309 Rail Modernization)	\$4,073,921	\$4,073,921	-
	\$7,854,724	\$7,448,744	\$405,980
Total VCTC	\$9,928,474	\$9,107,744	\$820,730
Heritage Valley Transit			
<u>Operating Assistance</u>			
Operating Assistance (FY 14/15)	\$324,146	\$162,073	\$162,072
	\$324,146	\$162,073	\$162,073
TOTAL	\$5,580,318	\$12,931,976	\$2,648,342
THOUSAND OAKS/MOORPARK URBANIZED AREA			
Ventura County Transportation Commission			
<u>Capital Assistance</u>			
VISTA Services – Capital Leases (FY 14/15)	\$568,146	\$454,517	\$113,629
VISTA Capital Leases (FY 14/15)(Sec 5339)	\$310,074	\$248,059	\$62,015

Metrolink Capital Rehabilitation (FY 14/15)	\$869,714	\$869,714	-
Metrolink Capital Rehabilitation (FY 13/14)	\$175,537	\$175,537	-
(Section 5309 Rail Modernization)			
Metrolink Capital Rehabilitation (FY 14/15)	\$2,703,079	\$2,703,079	-
(Section 5309 Rail Modernization)			
Next Bus Upgrade for Bus Stop Signage	\$37,500	\$30,000	\$7,500
(Transit Enhancement Funds)			
ADA East County Service	\$125,000	\$100,000	\$25,000
Heritage Valley Operating Assistance	\$763,644	\$381,822	\$381,822
Gold Coast Transit Access ADA Service	\$223,043	\$178,434	\$44,609
Total VCTC	\$5,775,737	\$5,141,162	\$634,575
City of Thousand Oaks			
<u>Planning Assistance</u>			
Transit Marketing	\$50,000	\$40,000	\$10,000
Transit Planning	\$200,000	\$160,000	\$40,000
	\$250,000	\$200,000	\$50,000
<u>Capital Assistance</u>			
Transit Vehicle Maintenance	\$475,000	\$380,000	\$95,000
Transit Facilities & Bus Stops Maintenance	\$87,500	\$70,000	\$17,500
Transit Vehicle Capital Leases	\$125,000	\$100,000	\$25,000
Transit Technology Upgrades and Software	\$119,000	\$105,351	\$13,649
Bus Stop Enhancements	\$25,000	\$20,000	\$5,000
(Transit Enhancement Funds)			
	\$831,500	\$675,351	\$156,149
Total Thousand Oaks	\$1,081,500	\$875,351	\$206,149
City of Moorpark			
<u>Operating Assistance</u>			
Operating Assistance	\$304,000	\$51,200	\$252,800
	\$304,000	\$51,200	\$252,800
<u>Capital Assistance</u>			
Vehicle / Camera Capital Maintenance	\$137,500	\$110,000	\$27,500
Dial-a-Ride Capital Leases / Capital Maint.	\$45,000	\$36,000	\$9,000
	\$182,500	\$146,000	\$36,500
Total Moorpark	\$486,500	\$197,200	\$289,300
TOTAL	\$7,039,737	\$6,162,513	\$877,224
CAMARILLO URBANIZED AREA			
Ventura County Transportation Commission			
<u>Capital Assistance</u>			
VISTA Capital Leases (FY 14/15)(Sec 5339)	\$194,768	\$155,814	\$38,954
ADA East County Service	\$112,500	\$90,000	\$22,500
Total VCTC	\$307,268	\$245,814	\$61,454
City of Camarillo			
<u>Planning Assistance</u>			
Transit Planning	\$31,250	\$25,000	\$6,250
	\$31,250	\$25,000	\$6,250
<u>Operating Assistance</u>			
Camarillo Area Transit Operating Asst	\$1,150,000	\$575,000	\$575,000
	\$1,150,000	\$575,000	\$575,000
<u>Capital Assistance</u>			
Camarillo Rail Station / Bus Capital Maint.	\$368,750	\$295,000	\$73,750
Rail Station Pedestrian Undercrossing Design	\$250,000	\$250,000	-
Camarillo Rail Station Charging Equipment	\$5,000	\$5,000	-
One Expansion Dial-a-Ride Bus	\$115,625	\$92,500	\$23,125
One Replacement Dial-a-Ride Bus	\$115,625	\$92,500	\$23,125
	\$855,000	\$735,000	\$120,000
Total Camarillo	\$2,036,250	\$1,335,000	\$701,250
TOTAL	\$2,343,518	\$1,580,814	\$762,704
SIMI VALLEY URBANIZED AREA			
Ventura County Transportation Commission			
<u>Capital Assistance</u>			
VISTA Capital Leases (FY 14/15)(Sec 5339)	\$367,540	\$294,032	\$73,508
Total VCTC	\$367,540	\$294,032	\$73,508
City of Simi Valley			
<u>Operating Assistance</u>			
Simi Valley Transit Operating Assistance	\$3,624,800	\$1,576,368	\$2,048,432
	\$3,624,800	\$1,576,368	\$2,048,432

<u>Capital Assistance</u>				
Bus Preventive Maintenance	\$364,500	\$291,600	\$72,900	
Preventive Maintenance	\$435,400	\$348,300	\$87,100	
Non Fixed-Route ADA Paratransit Capital	\$1,278,800	\$282,200	\$996,600	
Dispatch Software	\$36,900	\$29,500	\$7,400	
	\$2,115,600	\$951,600	\$1,164,000	
Total Simi Valley	\$5,740,400	\$2,527,968	\$3,212,432	
TOTAL	\$6,107,940	\$2,822,000	\$3,285,940	

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Item # 12

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION
FROM: STEPHANIE YOUNG, PROGRAM ANALYST
SUBJECT: PROPOSITION 1B TRANSIT CAPITAL SELECTION OF PROJECTS

RECOMMENDATION:

- Approve \$2,560,000 in Transit Capital funds for the Gold Coast Transit Facility, replacement Dial-A-Ride vans for Thousand Oaks, and the Metrolink Sealed Corridor project.
- Adopt the attached Resolution 2013-07 authorizing the Executive Director to execute all required documents to receive the Transit Capital funds for approved projects.

BACKGROUND:

Proposition 1B, approved by the voters in 2006, includes \$3.6 billion statewide for transit capital projects, to be distributed to transit operators and regional agencies by formula. VCTC's total apportionment is approximately \$39,645,000. The VCTC Transit Investment Study developed a list of recommended transit capital projects to be funded by Proposition 1B, as well as project selection criteria to be used if additional unanticipated funds become available. Much of this list was funded with the help of federal stimulus funds for transit. Other Transit Investment Study projects were funded with \$10,564,000 of Proposition 1B Transit Capital Funds, leaving an unprogrammed balance of \$29,081,000.

At the October 5, 2012 meeting, the Commission approved \$2,374,000 of bus replacement projects and \$867,000 of rail projects for funding. Those projects were awarded funding from the most recent Proposition 1B bond sale. The Commission also approved reserving \$13,890,000 for future bus replacement projects and the construction phase of the Gold Coast Transit facility. These reserve projects are shown in ATTACHMENT A. The unprogrammed balance, excluding the reserved funds, is \$11,950,000.

DISCUSSION:

On April 24, 2013, local agencies informed staff about which projects on the reserve list would be ready to start within the next 18 months. These projects, which are recommended for funding, are:

- \$1,610,000 of the \$7,220,000 reserved for the new Gold Coast Transit Facility and,
- \$800,000 for replacement Dial-a-Ride vans in Thousand Oaks.

If these projects are funded, there will still be \$11,480,000 of bus projects on the reserve list.

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As discussed in the Proposition 1B Transit Security item in this agenda, Metrolink applied to VCTC for \$709,972 in Proposition 1B Transit Security funds for continuation of its Sealed Corridor Project. This project would improve safety at grade crossings in Simi Valley and is a high priority for Ventura County. Since VCTC received requests that exceeded the \$720,944 of Proposition 1B Transit Security funds available, staff recommends that the Metrolink Sealed Corridor Project receive \$150,000 of Transit Capital funds instead of Transit Security funds. There would still be \$11,800,000 of unreserved Transit Capital remaining after funding this project.

The resolution in ATTACHMENT B authorizes the Executive Director to submit allocation requests and other documents to Caltrans for these three projects.

This recommendation was approved by TRANSCOM at the May 9, 2013 meeting.

PTMISEA Bus Replacements Reserve List

Agency	Description	Amount Reserved	Amount Recommended for Current Funding Cycle
Gold Coast	New administration, maintenance, and operations facility	\$7,220,000	\$1,610,000
Gold Coast	24 replacement paratransit vehicles	\$2,630,000	\$0
Santa Paula	Two Class C 16 passenger plus 2 wheelchair ADA accessible cutaway style transit buses	\$140,000	\$0
Santa Paula	Two medium duty buses for bi-directional circulator service.	\$300,000	\$0
Simi Valley	Four replacement CNG transit buses.	\$2,200,000	\$0
Simi Valley	Six CNG paratransit replacement vans	\$600,000	\$0
T.O.	Replacement DAR vehicles	\$800,000	\$800,000
TOTAL		\$13,890,000	\$2,410,000

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RESOLUTION NO. 2013-07

**A RESOLUTION OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION
FOR THE EXECUTION OF THE CERTIFICATIONS AND ASSURANCES
FOR THE PROPOSITION 1B PUBLIC TRANSPORTATION
MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT
ACCOUNT BOND PROGRAM**

WHEREAS, the Ventura County Transportation Commission ("VCTC") is an eligible project sponsor and may receive state funding from the Public Transportation Modernization, Improvement, and Service Enhancement Account ("PTMISEA") now or sometime in the future for transit projects; and

WHEREAS, the statutes related to state-funded transit projects require a local or regional implementing agency to abide by various regulations; and

WHEREAS, Senate Bill 88 (2007) named the Department of Transportation ("Department") as the administrative agency for the PTMISEA; and

WHEREAS, the Department has developed guidelines for the purpose of administering and distributing PTMISEA funds to eligible project sponsors (local agencies); and

WHEREAS, VCTC has reviewed eligible transit capital projects through the Transit Management Advisory Committee (TRANSCOM), and developed a list of priority projects.

NOW, THEREFORE, the Ventura County Transportation Commission does hereby resolve as follows:

Section 1. VCTC adopts the Proposition 1B PTMISEA Fiscal Year 2013/14 project list (Attachment A) and approves the applicant list.

Section 2. VCTC will comply with all conditions and requirements set forth in the Certification and Assurances document (Attachment B) and applicable statutes, regulations, and guidelines for all PTMISEA funded transit projects.

Section 3. VCTC authorizes the Executive Director to execute all required documents of the PTMISEA program and any Amendments thereto with the California Department of Transportation.

PASSED AND ADOPTED by the VCTC at its regular meeting this 12th day of July, 2013.

Steve Sojka, Chair

ATTEST:

Donna Cole, Clerk

APPROVED AS TO FORM:

Steven T. Mattas, General Counsel

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Proposition 1B PTMISEA Fiscal Year 2013/14 Project List

Project Title	Agency	PTMISEA Awarded
Administration, Maintenance, and Operations Facility (Phase II)	Gold Coast Transit	\$1,610,000
Replacement Dial-A-Ride Vans	Thousand Oaks	\$800,000
Sealed Corridor Program	SCRRA	\$150,000

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**Public Transportation Modernization, Improvement, and Service Enhancement Account
(PTMISEA) Bond Program**

Certifications and Assurances

Project Sponsor: **Ventura County Transportation Commission.**

Effective Date of this Document: **July 12, 2013 .**

The California Department of Transportation (Department) has adopted the following certifications and assurances for the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) bond program. As a condition of the receipt of PTMISEA bond funds, project sponsors must comply with these terms and conditions.

A. General

- (1) The project sponsor agrees to abide by the current PTMISEA Guidelines
- (2) The project sponsor must submit to the Department a PTMISEA Program Expenditure Plan, listing all projects to be funded for the life of the bond, including the amount for each project and the year in which the funds will be requested.
- (3) The project sponsor must submit to the Department a signed Authorized Agent form designating the representative who can submit documents on behalf of the project sponsor and a copy of the board resolution appointing the Authorized Agent.

B. Project Administration

- (1) The project sponsor certifies that required environmental documentation is complete before requesting an allocation of PTMISEA funds. The project sponsor assures that projects approved for PTMISEA funding comply with Public Resources Code § 21100 and § 21150.
- (2) The project sponsor certifies that PTMISEA funds will be used only for the transit capital project and that the project will be completed and remains in operation for its useful life.
- (3) The project sponsor certifies that it has the legal, financial, and technical capacity to carry out the project, including the safety and security aspects of that project.
- (4) The project sponsor certifies that they will notify the Department of pending litigation, dispute, or negative audit findings related to the project, before receiving an allocation of funds.
- (5) The project sponsor must maintain satisfactory continuing control over the use of project equipment and facilities and will adequately maintain project equipment and facilities for the useful life of the project.
- (6) Any interest the project sponsor earns on PTMISEA funds must be used only on approved PTMISEA projects.
- (7) The project sponsor must notify the Department of any changes to the approved project with a Corrective Action Plan (CAP).

- (8) Under extraordinary circumstances, a project sponsor may terminate a project prior to completion. In the event the Project Sponsor terminates a project prior to completion, the Project Sponsor must (1) contact the Department in writing and follow-up with a phone call verifying receipt of such notice; (2) pursuant to verification, submit a final report indicating the reason for the termination and demonstrating the expended funds were used on the intended purpose; (3) submit a request to reassign the funds to a new project within 180 days of termination.
- (9) Funds must be encumbered and liquidated within the time allowed in the applicable budget act.

C. Reporting

- (1) Per Government Code § 8879.55, the project sponsor must submit the following PTMISEA reports:
 - a. Semi-Annual Progress Reports by February 15th and August 15th each year.
 - b. A Final Report within six months of project completion.
 - c. The annual audit required under the Transportation Development Act (TDA), to verify receipt and appropriate expenditure of PTMISEA bond funds. A copy of the audit report must be submitted to the Department within six months of the close of the year (December 31) each year in which PTMISEA funds have been received or expended.

D. Cost Principles

- (1) The project sponsor agrees to comply with Title 2 of the Code of Federal Regulations 225 (2 CFR 225), Cost Principles for State and Local Government, and 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (2) The project sponsor agrees, and will assure that its contractors and subcontractors will be obligated to agree, that (a) Contract Cost Principles and Procedures, 48 CFR, Federal Acquisition Regulations System, Chapter 1, Part 31, et seq., shall be used to determine the allowability of individual project cost items and (b) those parties shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments. Every sub-recipient receiving PTMISEA funds as a contractor or sub-contractor shall comply with Federal administrative procedures in accordance with 49 CFR, Part 18, Uniform Administrative Requirements for Grants and Cooperative Agreements to State and Local Governments.
- (3) Any project cost for which the project sponsor has received payment that are determined by subsequent audit to be unallowable under 2 CFR 225, 48 CFR, Chapter 1, Part 31 or 49 CFR, Part 18, are subject to repayment by the project sponsor to the State of California (State). Should the project sponsor fail to reimburse moneys due to the State within thirty (30) days of demand, or within such other period as may be agreed in writing between the Parties hereto, the State is authorized to intercept and withhold future payments due the project sponsor from the State or any third-party source, including but not limited to, the State Treasurer and the State Controller.

E. Record Retention

- (1) The project sponsor agrees, and will assure that its contractors and subcontractors shall establish and maintain an accounting system and records that properly accumulate and segregate incurred project costs and matching funds by line item for the project. The accounting system of the project sponsor, its contractors and all subcontractors shall conform to Generally Accepted Accounting Principles (GAAP), enable the determination of incurred costs at interim points of completion, and provide support for reimbursement payment vouchers or invoices. All accounting records and other supporting papers of the project sponsor, its contractors and subcontractors connected with

PTMISEA funding shall be maintained for a minimum of three (3) years from the date of final payment and shall be held open to inspection, copying, and audit by representatives of the State and the California State Auditor. Copies thereof will be furnished by the project sponsor, its contractors, and subcontractors upon receipt of any request made by the State or its agents. In conducting an audit of the costs claimed, the State will rely to the maximum extent possible on any prior audit of the Project Sponsor pursuant to the provisions of federal and State law. In the absence of such an audit, any acceptable audit work performed by the project sponsor's external and internal auditors may be relied upon and used by the State when planning and conducting additional audits.

- (2) For the purpose of determining compliance with Title 21, California Code of Regulations, Section 2500 et seq., when applicable, and other matters connected with the performance of the project sponsor's contracts with third parties pursuant to Government Code § 8546.7, the project sponsor, its contractors and subcontractors and the State shall each maintain and make available for inspection all books, documents, papers, accounting records, and other evidence pertaining to the performance of such contracts, including, but not limited to, the costs of administering those various contracts. All of the above referenced parties shall make such materials available at their respective offices at all reasonable times during the entire project period and for three (3) years from the date of final payment. The State, the California State Auditor, or any duly authorized representative of the State, shall each have access to any books, records, and documents that are pertinent to a project for audits, examinations, excerpts, and transactions, and the project sponsor shall furnish copies thereof if requested.
- (3) The project sponsor, its contractors and subcontractors will permit access to all records of employment, employment advertisements, employment application forms, and other pertinent data and records by the State Fair Employment Practices and Housing Commission, or any other agency of the State of California designated by the State, for the purpose of any investigation to ascertain compliance with this document.

F. Special Situations

- (1) A project sponsor may lend its unused funds from one year to another project sponsor for an eligible project, for maximum fund use each fiscal year (July1 – June 30). The project sponsor shall collect no interest on this loan.
- (2) Once funds have been appropriated in the budget act, a project sponsor may begin a project with its own funds before receiving an allocation of bond funds, but does so at its own risk.
- (3) The Department may perform an audit and/or request detailed project information of the project sponsor's PTMISEA funded projects at the Department's discretion at any time prior to the completion of the PTMISEA program.

I certify all of these conditions will be met.

VENTURA COUNTY TRANSPORTATION COMMISSION

BY:

Darren Kettle, Executive Director

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Item # 13

July 12, 2013

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: STEPHANIE YOUNG, PROGRAM ANALYST

SUBJECT: FISCAL YEAR (FY) 2012/13 PROPOSITION 1B TRANSIT SECURITY SELECTION OF PROJECTS

RECOMMENDATION

- Approve the attached project list for \$720,944 in Proposition 1B Transit Safety and Security projects.

BACKGROUND

The State has appropriated \$60 million in Proposition 1B Transit Safety, Security & Disaster Response bond funds for FY 2012/13. These Transit Security funds are distributed by formula to regional transportation agencies and transit operators. Based on the formula the Ventura County Transportation Commission (VCTC) can receive \$709,972, which is available for eligible transit capital projects within Ventura County, subject to available bond financing. In addition, \$10,972 was carried over from FY 2011/12. Thus, the total available for projects in this cycle is \$720,944.

DISCUSSION

At the March 14, 2013 meeting, the Commission approved the schedule to receive proposals from agencies for Transit Security projects by April 5, 2013. Staff received project nominations for a total of \$1,659,972. The attached table shows the amount requested for each project and the projects that staff is recommending for funding. Bus security cameras were given priority since they are a basic security and safety measure that most transit operators in the county already have. VCTC staff worked with the City of Thousand Oaks staff to prioritize funding levels on the Thousand Oaks projects so that all bus project proposals could receive some funding. Though most of the project proposals are eligible for Transit Security funding, the eligibility of the Ventura County Area Agency on Aging Wheelchair Strap project must be determined by Cal EMA staff when applications are submitted. If this project is not found eligible, the resulting balance will be programmed to the VISTA project so that it can be fully funded.

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Per the Proposition 1B guidelines, projects cannot proceed until Cal EMA confirms that bond funds are available and approves the grants. After Commission approval and submittal of applications, each transit operator receives the funds directly from the state.

The only project that is not recommended for Transit Security funding is the Metrolink Sealed Corridor Program Expansion. This project is a regional priority that increases the safety of trains, passengers, motorists, and pedestrians at grade crossings. It includes median separators or raised islands, new signs and pavement markings, signal systems, signal preemption, locked gates and fencing, and grade separations or closings of crossings. The requested funding would be used on grade crossings in Simi Valley. Since there is not enough Transit Security funding for this project in addition to the bus projects that have been nominated, staff is recommending that this project receive \$150,000 of Proposition 1B Transit Capital funds instead of Transit Security funds. Based on discussion with SCRRRA staff, it appears that \$150,000 is the minimum amount needed to allow the currently underway Sealed Corridor Project to proceed to completion. This issue is further discussed in the Proposition 1B Transit Capital Selection of Projects item in this agenda.

The staff recommendation was approved by TRANSCOM at its May 9, 2013 meeting.

Proposition 1B Transit Safety and Security Project Proposals and Recommended Funding

Sponsor	Project	Description	Request	Recommendation
VISTA	Bus Security Camera	Install five or six cameras per bus for 30 buses	\$ 475,000	\$ 470,944
T.O.	Bus Security Camera Replacements	Replace and upgrade cameras and recording devices on 7 transit buses.	\$ 70,000	\$ 70,000
T.O.	Digital Radio Communication System	Install digital radio communication system for vehicles and three transit support facility sites	\$ 250,000	\$ 70,000
T.O.	Security Camera System Archive Storage Upgrade	Upgrade the security camera chronological history storage capacity at the Transportation Center	\$ 60,000	\$ 60,000
T.O.	Fiber Optic Connection	Connect Transportation Center to the City's secure fiber-optic I-net for secure data transfer and to improve the facility's capabilities in the event of an emergency.	\$ 85,000	\$ 40,000
Area Agency on Aging	Wheelchair Safety Straps	Purchase wheelchair straps to distribute to clients for use on transit.	\$ 10,000	\$ 10,000
Metrolink	Sealed Corridor Program Expansion	Grade crossing improvements and ROW fencing and swing gates in Simi Valley	\$ 709,972	\$ -
TOTAL			\$ 1,659,972	\$ 720,944