



**THURSDAY, December 13, 2012, 1:30 P.M.  
Camarillo City Hall  
Camarillo**

**VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)  
TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)  
AND  
VCTC HUMAN SERVICE AND TRANSPORTATION SERVICE COORDINATION  
AD HOC COMMITTEE  
(JOINT MEETING FOR ITEM #10)**

- Item #1**                    **CALL TO ORDER**  
Chair will call the meeting to order.
- Item #2**                    **INTRODUCTIONS AND ANNOUNCEMENTS**
- Item #3**                    **PUBLIC COMMENTS**
- Item #4**                    **MEETING SUMMARY THURSDAY, October 11, 2012 – PG. 3**  
That TRANSCOM approve the meeting summary of the October 11, 2012  
TRANSCOM meeting
- Item #5**                    **FBI'S PROGRAMS FOR TRANSIT SECURITY.**  
Mr. Joe Brosler, FBI Mass Transit Liaisons, will discuss the FBI's programs for  
transit security and fleet training opportunities.
- Item #6**                    **FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM STATUS – PG.6**  
VCTC staff will provide a status report on the FTIP. No Action.
- Item #7**                    **CMAQ PROJECT MONITORING REPORT – PG.7**  
TRANSCOM receive status report regarding VCTC programs CMAQ funds.
- Item #8**                    **REVISION TO METROLINK FUNDS / REVISED SECTION 5337 POP – PG.14**  
TRANSCOM recommend the Commission approve changing the fund source for  
\$7.5 million for Metrolink rehabilitation over the next five years from State  
Transportation Improvement Program (STIP) to Federal Transit Administration  
Section 5337. In addition, TRANSCOM recommend the Commission approve  
revised Fiscal Year (FY) 2012/13 Program of Projects (POP) for Section 5337  
funds.

- Item #9**                      **REVISION TO THOUSAND OAKS CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS – PG.17**  
TRANSCOM receive and file the report of an action approved by the Commission, shifting \$260,000 in CMAQ funds from the Thousand Oaks Transit Center Parking Expansion project to the Thousand Oaks Municipal Service Center Expansion project.
- Item #10**                    **PROGRAM OF PROJECTS FOR JOBS ACCESS AND REVERSE COMMUTE (SECTION 5307) AND SENIORS AND DISABLED (SECTION 5310) GRANTS – PG.18**  
TRANSCOM consider staff recommendation to adopt the list of Jobs Access and Reverse Commute (JARC) and Seniors and Disabled (5310) project scores and Program of Projects (POP).
- Item #11**                    **UPDATE TO PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA) GUIDELINES – PG.19**  
TRANSCOM receive a report on the state update to the PTMISEA guidelines.
- Item #12**                    **ADA CERTIFICATION UPDATE- PG.20**  
MMP will provide the monthly report regarding ADA certifications in Ventura County. No Action
- Item #13**                    **COUNTYWIDE TRANSIT PLAN UPDATE**  
East County and Gold Coast Transit staffs will report on the status of activities to implement the VCTC Countywide Transit Plan
- Item #14**                    **ADJOURN**



**Item #4**

**VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)  
TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)  
THURSDAY, October 11, 2012, 1:30 P.M.  
Camarillo City Hall  
Camarillo  
Meeting summary**

**Item #1                    CALL TO ORDER**

Vice-Chair Buchman called the meeting to order at 1:33 pm.

**Item #2                    INTRODUCTIONS AND ANNOUNCEMENTS**

The Committee members introduced themselves. Vic Kamhi reported on the release of the MAP-21 apportionments and the FTA ADA guide to vehicle acquisition. He also encouraged all TRANSCOM members to consider attending the upcoming California Transit Association conference. Darren Kettle noted the importance of ongoing professional education, and that it is an eligible FTA expenditure.

Darren also reported that the Senate Transportation Committee will be having a hearing in Ventura on November 27; more information will be forthcoming. The subject of the meeting will be SB 716 and TDA in Ventura County.

**Item #3                    PUBLIC COMMENTS**

None

**Item #4                    MEETING SUMMARY THURSDAY, SEPTEMBER 13, 2012**

TRANSCOM approved the meeting summary of the September 13, 2012 TRANSCOM meeting on a motion by Chuck Perking, seconded by Roc Pulido.

**Item #5                    MEETING SUMMARY THURSDAY, SEPTEMBER 25, 2012**

TRANSCOM approved the meeting summary of the September 25, 2012 TRANSCOM meeting on a motion by Chuck Perkins, seconded by Roc Pulido.

**Item #6**                      **UPDATE OF FEDERAL TRANSIT ADMINISTRATION (FTA) TITLE VI REQUIREMENTS**

Fabian Gallardo, VCTC staff presented a report on the newly approved FTA Title VI requirements. This was an informational report, and no action was taken.

**Item #7**                      **REPORT ON THE STATUS OF THE VENTURA COUNTY EAST OPERATORS MOU**

Shaun Kroes reported on the continuing staff level meetings on the "East County" transit activities. He noted that there is a draft Memorandum under review, and some preliminary transit operational planning. He also stated that there was a "director" level meeting scheduled for October 22. Susan White, Area Agency on Aging, asked if there was any opportunity for public comment. Shaun responded "not yet."

Darren suggested that the draft agreement be brought to the VCTC as a status report and to allow for public engagement.

Chuck Perkins asked about the status of Gold Coast Transit activities. Steve Brown reported on the agency's planning activities, including preparation of a draft district legislation. Helene Buchman added that they have been holding "ad hoc" committee meetings, and have had some participation from East County staff and Santa Paula representatives. Kathy Connell added that SBCAG staff has also been attending.

**Item #8**                      **ADJOURN**

The meeting was adjourned on a motion by Grahame Watts, second by Kathy Connell.



TRANSCOM

DATE \_\_Oct 11, 2012\_\_

## NAME

Andrew Mikkelson

Ben Cacatian

City of Fillmore (Bert Rapp)

Chuck Perkins

Darren Kettle

Dave Fleish

Debra Solomon

Drew Lurie

Elizabeth Amador

Fernando Castro

Andy Santamaria

Gina Summey

Gloria Sotelo

Grahame Watts

Helene Buchman

Jeff Hereford

Joanna Capelle

John Quinn

Kathy Connell

Kerry Forsythe

Kimberly Gayle

Linda Wright

Martin Erickson

Mary Travis

Matt Gleason

Ron Calkins

Mike Houser

Myra Montejano

Peter DeHaan

Roc Pulido

Shaun Kroes

Steve Brown

Steve Rosenberg

Tom Mericle

Vic Kamhi

Myra Montejano

Fabian Gallardo

James Hinkamp

Stephanie Young

Ray Porras

Chuck McQuary

Charles Sandlin

Jacqui Cervantez Roberts

Jim Moore

Mike Culver

Jim White

Susan White Wood

Sue Tatangelo

Maria Tello

Jesus Galvan

MARGARET HENCK



**Item #6**

December 13, 2012

**MEMO TO:     TRANSIT OPERATORS COMMITTEECOMMITTEE**  
**FROM:         PETER DE HAAN, PROGRAMMING DIRECTOR**  
**SUBJECT:      FEDERAL TRANSPORTATION IMPROVEMENT PROGRAM STATUS**

**RECOMMENDATION:**

- Receive and file.

**DISCUSSION:**

In late 2011, local agencies submitted updated TIP sheets to be used in VCTC's submittal to SCAG for the 2013 Federal TIP. SCAG has now completed its TIP development process, including public review, and its Regional Council has officially adopted the TIP. The next step is the review and approval of Caltrans, the Federal Highway Administration, and the Federal Transit Administration. Final approval of the 2013 FTIP is anticipated in December.

When the 2013 FTIP is approved, the prior 2011 FTIP will become inoperative. There are two types of project listings included in the 2011 FTIP which will not be present in the 2013 FTIP and therefore will no longer be valid:

- 2011 FTIP amendments submitted by VCTC subsequent to the 2013 FTIP database being "locked down" by SCAG.
- Projects programmed in FY 2010/11 and FY 2011/12, as these years will not be included in the 2013 FTIP.

VCTC has now submitted the first amendment to the 2013 FTIP, with the goal of this amendment being approved shortly after the 2013 FTIP is approved. Staff is reviewing the various 2011 FTIP project listings to determine which listings were in the 2011 FTIP but will not be in the initial 2013 FTIP and have not yet been obligated, and will therefore need to be amended into the 2013 FTIP. Priority for the first amendment will go to projects shown on the schedule as being ready to obligate prior to April 2013.



**Item #7**

December 13, 2012

**MEMO TO:     TRANSIT OPERATORS COMMITTEE**  
**FROM:         JAMES HINKAMP, PROGRAM ANALYST**  
**SUBJECT:      CMAQ PROJECT MONITORING REPORT**

**RECOMMENDATION:**

- Receive status report

**BACKGROUND:**

The VCTC programs CMAQ funds for eligible projects throughout Ventura County. Each quarter, the VCTC asks agencies that manage eligible CMAQ projects to review the CMAQ Project Status List provided by VCTC, and make necessary edits and comments. The VCTC also asks that participating agencies send respective revisions on the CMAQ Project Status List back to the VCTC for inclusion in the next update.

Attached for the Committee's review is the most current CMAQ Project Status List. There are seven participating agencies with a total of 30 approved and obligated projects. However, to date, several agencies' inputs remain outstanding. Staff requests that Committee members which have not provided their project information provide verbal reports at the meeting.

**Approved SAFTEA-LU CMAQ Program - Project Obligations as of 9/1/2012**

| Project Name                                                           | Applicant    | Prog. Year | TIP Number   | CMAQ Funding | Transferred to FTA |           | Project Balance | Project Status                                                                                                                                                                                                  |
|------------------------------------------------------------------------|--------------|------------|--------------|--------------|--------------------|-----------|-----------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
|                                                                        |              |            |              |              | Date               | Amount*   |                 |                                                                                                                                                                                                                 |
| Valentine/Market Shuttle                                               | Gold Coast   | 2009       | 07-VEN090201 | \$865,400    | 8/26/2009          | \$865,400 | \$0             | Analysis by 6/30/2012                                                                                                                                                                                           |
|                                                                        |              |            |              |              |                    |           |                 |                                                                                                                                                                                                                 |
| Ojai Trolley Bus Shelters                                              | Ojai         | 2005       | 07-VEN031214 | \$71,685     | 10/1/2004          | \$71,685  | \$0             | No Changes                                                                                                                                                                                                      |
|                                                                        |              |            |              |              |                    |           |                 |                                                                                                                                                                                                                 |
| Mills Road Bus Turnouts (Bus Transfer Center and Bus Shelter Phase II) | S.B. Ventura | 2004       | 07-VEN030610 | \$422,000    | 1/13/2004          | \$422,057 | -\$57           | Could not come to terms with #1 consultant. Went to #2 on list and he is comfortable with City's contract language. Working to get him under contract. Goal is to have design complete by the end of April 2013 |
|                                                                        |              |            |              |              |                    |           |                 |                                                                                                                                                                                                                 |
| Expansion Paratransit CNG Vans                                         | Simi Valley  | 2014       | 07-VEN055413 | \$113,090    |                    |           | \$113,090       | Change in Program Year                                                                                                                                                                                          |
|                                                                        |              |            |              |              |                    |           |                 |                                                                                                                                                                                                                 |
| Garage Modernization                                                   | Simi Valley  | 2011       | 07-VEN090111 | \$217,000    | 8/3/2011           | \$194,000 | \$23,000        | Only \$217,000 in CMAQ funds authorized for this project. \$23,000 previously transferred.                                                                                                                      |
|                                                                        |              |            |              |              |                    |           |                 |                                                                                                                                                                                                                 |
| One Expansion Paratransit CNG Van                                      | Simi Valley  | 2006       | 07-VEN031203 | \$0          |                    |           | \$0             | CMAQ Funds in the amount of \$113,000 transferred to VEN031242                                                                                                                                                  |
|                                                                        |              |            |              |              |                    |           |                 |                                                                                                                                                                                                                 |
| Replacement Fare Equipment                                             | Simi Valley  | 2008       | 07-VEN031246 | \$168,200    | 7/13/2010          | \$168,200 | \$0             | RFP in Review Process                                                                                                                                                                                           |

CA-95-X121

CA-95-X221

|                                     |             |      |              |                    |            |                    |                  |                                                    |
|-------------------------------------|-------------|------|--------------|--------------------|------------|--------------------|------------------|----------------------------------------------------|
|                                     |             |      |              |                    |            |                    |                  |                                                    |
| Transit Maint Facility Expansion    | Simi Valley | 2008 | 07-VEN055401 | \$1,430,526        | 5/12/2008  | \$1,431,000        | -\$474           | Remaining CMAQ Bal = \$432,618 to be deob'd/reob'd |
|                                     |             |      |              |                    |            |                    |                  |                                                    |
| CNG Time Fill/Storage               | T.O.        | 2006 | 07-VEN056402 | \$222,000          | 10/24/2005 | \$222,000          | \$0              | In Design, 3rd Quarter 2012                        |
|                                     |             |      |              |                    |            |                    |                  |                                                    |
| Replacement CNG Vehicles/fare boxes | T.O.        | 2006 | 07-VEN054601 | \$1,770,000        | 10/24/2005 | \$1,491,000        | \$279,000        | Hybrid 8/11, Used Bus 11/11                        |
| <b>TOTAL</b>                        |             |      |              | <b>\$5,279,901</b> |            | <b>\$4,865,342</b> | <b>\$414,559</b> |                                                    |

CA-95-X121

**Approved CMAQ Mini-Call Program - Project Obligations as of 9/1/2012**

| Project Name                            | Applicant  | Prog.<br>Year | TIP<br>Number | CMAQ<br>Funding    | Transferred to FTA |                     | Project<br>Balance | Project<br>Status                           |
|-----------------------------------------|------------|---------------|---------------|--------------------|--------------------|---------------------|--------------------|---------------------------------------------|
|                                         |            |               |               |                    | Date               | Amount*             |                    |                                             |
| Vineyard Ave Transit Route              | Gold Coast | Jan-12        | 07-VEN110108  | \$1,701,272        | 8/10/2011          | \$ 1,701,272        | \$1,443,534        | Service began<br>operating 2/12/12          |
|                                         |            |               |               |                    |                    |                     |                    |                                             |
| Three Bus Shelters & Sidewalk           | Ojai       | 2011          | 07-VEN110102  | \$103,160          | 4/18/2011          | \$ 78,160           | \$25,000           | \$25,000 from Fox<br>Canyon Bike<br>Project |
|                                         |            |               |               |                    |                    |                     |                    |                                             |
| Expanded Dial-a-Ride Hours              | T.O.       | 2011          | 07-VEN110111  | \$285,000          | 4/18/2011          | \$ 285,000          | \$0                | On-going, began<br>4/1/1                    |
|                                         |            |               |               |                    |                    |                     |                    |                                             |
| Transit Marketing                       | VCTC       | 2011          | 07-VEN54070   | \$499,549          | 4/18/2011          | \$ 499,549          | \$0                | On-going                                    |
|                                         |            |               |               |                    |                    |                     |                    |                                             |
| Transportation Center Parking Expansion | T.O.       | 2012          | 07-VEN110109  | \$260,000          |                    |                     | \$260,000          |                                             |
| <b>TOTAL</b>                            |            |               |               | <b>\$2,848,981</b> |                    | <b>\$ 2,563,981</b> | <b>\$1,728,534</b> |                                             |

\*Obligated amount = Funds approved by FHWA on Authorization to Proceed (FNM-76) form, or approved by FTA in grant application.

### CMAQ 2012 Mini-Call - Obligations as of 9/1/2012

NEW

| Project Name                               | Applicant   | Prog. Year | TIP Number   | CMAQ Funding | Transferred to FTA |              | Project Balance | Project Status                                                        |            |
|--------------------------------------------|-------------|------------|--------------|--------------|--------------------|--------------|-----------------|-----------------------------------------------------------------------|------------|
|                                            |             |            |              |              | Date               | Amount*      |                 |                                                                       |            |
| Victoria Ave Corridor Transit Service 2yrs | Gold Coast  | 2012       | 07-VEN120404 | \$1,369,559  | 8/8/2012           | \$ 1,369,559 | \$0             | Service will begin 2/11/13                                            | CA-95-X212 |
| Moorpark City Transit Extended Hours       | Moorpark    | Oct-12     | 07-VEN120407 | \$602,004    | 8/2/2012           | \$ 602,004   | \$0             | Waiting on approval from FTA to start the project.                    | CA-95-X196 |
| Extended Trolley Service Hours             | Ojai        | Jul-12     | 07-VEN120405 | \$132,795    | 8/2/2012           | \$ 132,795   | \$0             |                                                                       | CA-95-X196 |
| Transit Stop Enhancements                  | Oxnard      | Jun-12     | 07-VEN120401 | \$271,769    | 8/2/2012           | \$ 271,769   | \$0             | Preliminary engineering delayed                                       | CA-95-X196 |
| Victoria Avenue Bus Stops                  | Oxnard      | Jun-12     | 07-VEN120413 | \$374,962    | 8/2/2012           | \$ 374,962   | \$0             | Preliminary engineering 95% complete, construction bids due 12/5/2012 | CA-95-X196 |
| Three Replacement CNG Buses                | Simi Valley | 2012       | 07-VEN120410 | \$1,460,745  | 8/3/2012           | \$ 1,460,745 | \$0             |                                                                       | CA-95-X221 |
| Extended Bus Service                       | T.O.        | Aug-12     | 07-VEN110111 | \$170,000    | 8/2/2012           | \$ 170,000   | \$0             |                                                                       | CA-95-X196 |
| Saturday Bus Service                       | T.O.        | 2013       | 07-VEN120412 | \$600,000    | 8/2/2012           | 600000       | \$0             |                                                                       | CA-95-X196 |
| Trapeze Software upgrades                  | T.O.        | Oct-12     | 07-VEN120408 | \$100,000    | 8/2/2012           | 100000       | \$0             |                                                                       | CA-95-X196 |

|                                                          |             |        |              |                    |           |                     |                  |  |
|----------------------------------------------------------|-------------|--------|--------------|--------------------|-----------|---------------------|------------------|--|
| VCTC Marketing/Community Outreach                        | VCTC        | Jun-12 | 07-VEN54070  | \$1,000,000        | 8/2/2012  | 1000000             | \$0              |  |
| Rideshare Program                                        | VCTC        | Jul-05 | 07-VEN93017  | \$886,000          | 6/22/2012 | 443000              | \$443,000        |  |
| Victoria Ave Corridor Transit Service 3rd year           | Gold Coast  | SHELF  | 07-VEN120404 | \$712,667          |           |                     | \$712,667        |  |
| CNG Fuel Station at Transportation Center                | T.O.        | SHELF  | 07-VEN120421 | \$800,000          |           |                     | \$800,000        |  |
| Transportation Center Facility Boarding Area Improvement | T.O.        | SHELF  | 07-VEN120420 | \$600,000          |           |                     | \$600,000        |  |
| Four Paratransit Vans                                    | Simi Valley | SHELF  | 07-VEN120419 | \$354,120          |           |                     | \$354,120        |  |
| <b>TOTAL</b>                                             |             |        |              | <b>\$6,967,834</b> |           | <b>\$ 1,870,000</b> | <b>\$443,000</b> |  |

CA-95-X196

**Recently Completed CMAQ Projects Removed From Lists \*\***

| Project Name                      | Applicant   | Prog.<br>Year | TIP<br>Number | CMAQ<br>Funding | Transferred to FTA |           | Project<br>Balance | Project<br>Status   |
|-----------------------------------|-------------|---------------|---------------|-----------------|--------------------|-----------|--------------------|---------------------|
|                                   |             |               |               |                 | Date               | Amount*   |                    |                     |
| CNG Fueling Station               | Simi Valley | 2005          | 07-VEN031206  | \$35,400        | 10/27/2005         | \$35,000  | \$400              | Complete            |
|                                   |             |               |               |                 |                    |           |                    |                     |
| Five Replacement Paratransit Vans | Simi Valley | 2009          | 07-VEN055412  | \$519,000       | 7/13/2010          | \$519,000 | \$0                | Project<br>Complete |
|                                   |             |               |               |                 |                    |           |                    |                     |
|                                   |             |               |               |                 |                    |           |                    |                     |

\*\* These recently completed projects will not appear on future lists and/or list updates

Revised 12/04/2012 by JH



Item #8

December 13, 2012

**MEMO TO: TRANSIT OPERATORS COMMITTEE**

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

**SUBJECT: REVISION TO METROLINK FUNDS / REVISED SECTION 5337 POP**

**RECOMMENDATION:**

- TRANSCOM recommend the Commission approve changing the fund source for \$7.5 million for Metrolink rehabilitation over the next five years from State Transportation Improvement Program (STIP) to Federal Transit Administration Section 5337.
- TRANSCOM recommend the Commission approve revised Fiscal Year (FY) 2012/13 Program of Projects (POP) for Section 5337 funds.

**BACKGROUND:**

For many years VCTC has provided the Southern California Regional Rail Authority (SCRRA) with \$1.5 million per year in STIP funds to provide for rehabilitation of Metrolink infrastructure serving Ventura County. During the recent call for projects for Proposition 1B Transit Capital funds, VCTC and SCRRA jointly requested an additional \$2 million per year over five years to increase the level of Metrolink rehabilitation which appears to have become increasingly inadequate. However, due to the passage of the federal Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) transportation authorizing legislation, there will be an estimated \$4.4 million per year increase in rail funding available to Ventura County as part of the Section 5337 State of Good Repair Program. Therefore, TRANSCOM and the Commission approved funding the \$2 million for the first year of increased rehabilitation from Section 5337 rather than Proposition 1B.

Given that MAP-21 increases federal rail funding by \$4.4 million per year, and thus far only \$2 million of that increase has been committed, there is still a sufficient unprogrammed balance of Section 5337 funds to replace the \$1.5 million per year currently coming from the STIP for Metrolink rehabilitation. Both VCTC and SCRRA staff have found that the STIP is characterized by multiple administrative and reporting requirements which are more suitable to large capital projects rather than this smaller ongoing project. On the other hand, SCRRA is already receiving FTA funds and can administer the additional Section 5337 funds with minimal additional added burden.

The removal of the \$1.5 million per year of programmed STIP funds will have two positive impacts on the Ventura County STIP program. First, by reducing the earlier-year STIP cash flow requirements, this change will facilitate approval of the full reimbursement in FY 2015/16 of Thousand Oaks' contribution to the Route 101/23 project; and second, in later years there will be increased capacity to fund new highway projects through the STIP.

**TRANSCOM  
DECEMBER 13, 2012  
ITEM #8  
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Attached for the Committee's approval is the revised FY 2012/13 POP for Section 5337 funds. There is now a total of \$5,933,004 programmed, including \$2,433,004 budgeted towards the swap for VCTC's Metrolink operating contribution (representing the typical annual funding from the previous Section Rail Modernization program); \$2,000,000 for increased Metrolink capital rehabilitation in lieu of Proposition 1B, as approved by TRANSCOM in September; and \$1,500,000 to replace the FY 2012/13 funds programmed for Metrolink capital rehabilitation in the STIP.

| <b>Program of Projects</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                       |                          |                                        |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------|--------------------------|----------------------------------------|
| <p>The Ventura County Transportation Commission (VCTC) will hold a public hearing on the revised Program of Projects (POP) for the Oxnard and Thousand Oaks Urbanized Areas (UAs) for projects to be funded with Federal Transit Administration Section 5337 funds in the 2012/13 Fiscal Year (FY 2013). The funds available in FY 2013 are estimated to be \$3,985,000 for the Oxnard UA and \$3,060,000 for the Thousand Oaks UA. The public hearing will be held at 9:00 a.m. on Friday, January 4, 2012, 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.</p> |                       |                          |                                        |
| <b>FY 2012/13 Federal Transit Program of Projects</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                       |                       |                          |                                        |
|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <b>Total<br/>Cost</b> | <b>Federal<br/>Share</b> | <b>Local<br/>Share &amp;<br/>Other</b> |
| <b>OXNARD/VENTURA URBANIZED AREA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                       |                          |                                        |
| Metrolink Capital<br>Rehabilitation & Refurb                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                | \$3,468,469           | \$3,468,469              | -                                      |
| <b>THOUSAND OAKS/MOORPARK<br/>URBANIZED AREA</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                       |                          |                                        |
| Metrolink Capital<br>Rehabilitation and Refurb                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                              | \$2,464,535           | \$2,464,535              | -                                      |



Item #9

December 13, 2012

**MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION**  
**FROM: STEPHANIE YOUNG, PROGRAM ANALYST**  
**SUBJECT: REVISION TO THOUSAND OAKS CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS**

**RECOMMENDATION:**

- Receive and file.

**BACKGROUND:**

The City of Thousand Oaks has awarded the contract for its project to expand the parking at its transportation center. The majority of the project funding is from Proposition 1B Transit Capital funds, but there was also \$260,000 of CMAQ funds. Based on the lower than anticipated contract award, the CMAQ funds programmed for the project will not be required. Since the project to expand the Municipal Service Center, which serves at the Thousand Oaks Transit operations base, currently has unfunded contract options, staff recommends shifting the \$260,000 in CMAQ money not required for the Transportation Center Expansion be transferred to the Municipal Service Center Expansion. This reprogramming of funds will enable the City to pay for additional transit-related contract options. The Municipal Service Center project is currently funded in part with CMAQ funds.

Due to the fact that there was no November TRANSCOM meeting and because the Municipal Service Center is now under construction, this recommendation was added to the December Commission agenda before it could be reviewed by TRANSCOM.



**Item #10**

December 13, 2012

**MEMO TO:     TRANSIT OPERATORS COMMITTEE**

**FROM:         STEPHANIE YOUNG, PROGRAM ANALYST**

**SUBJECT:      PROGRAM OF PROJECTS FOR JOBS ACCESS AND REVERSE COMMUTE  
(SECTION 5307) AND SENIORS AND DISABLED (SECTION 5310) GRANTS**

**RECOMMENDATION:**

- Consider staff recommendation to adopt the list of Jobs Access and Reverse Commute (JARC) and Seniors and Disabled (5310) project scores and Program of Projects (POP).

**BACKGROUND:**

The Commission, at its October 5, 2012 meeting, authorized a call for projects for JARC and Section 5310 funds. As the Designated Recipient, it is the responsibility of VCTC to assign initial scores to the projects within Ventura County. Projects are currently being reviewed by staff and a recommendation will be available for TRANSCOM this week. This recommendation will be provided under separate cover prior to the meeting.



**Item #11**

December 13, 2012

**MEMO TO: TRANSIT OPERATORS COMMITTEE**

**FROM: STEPHANIE YOUNG, PROGRAM ANALYST**

**SUBJECT: UPDATE TO PUBLIC TRANSPORTATION MODERNIZATION, IMPROVEMENT, AND SERVICE ENHANCEMENT ACCOUNT (PTMISEA) GUIDELINES**

**RECOMMENDATION:**

- Receive and file.

**BACKGROUND:**

On November 14, 2012, Caltrans released a new set of PTMISEA guidelines. These guidelines have more detailed information on the program and reporting requirements.

One substantial change to the guidelines is the creation of a High Risk Project Sponsor list, which will include sponsors that do not comply with semiannual reporting requirements. Caltrans will use this list to determine the frequency of Spot Audits of project sponsors.

The complete set of guidelines can be found on the California Department of Transportation website at:

<http://www.dot.ca.gov/hq/MassTrans/Docs-Pdfs/Prop%201B/PTMISEA-Guidelines.pdf>



**Item #12**

**Deember 13, 2012**

**MEMO TO:     TRANSIT OPERATORS COMMITTEE**  
**FROM:         PETER DE HAAN, PROGRAMMING DIRECTOR**  
**SUBJECT:      ADA CERTIFICATION UPDATE**

**RECOMMENDATION:**

- Receive report.

**BACKGROUND:**

Mike Culver, MMP Director of Operations for the ADA Certification Program will present a report on ADA Certifications, including the most recent statistics.

## ATTACHMENT

2011/2012 ADA information:

| YEAR                   | 2012 | 2011 |
|------------------------|------|------|
| Telephone information  | 5015 | 5911 |
| Applications Received  | 1158 | 1278 |
| Certifications Issued  | 763  | 773  |
| Applicant Interviews   | 604  | 609  |
| Functional Assessments | 353  | 336  |