



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

THURSDAY, June 10, 2010, 1:30 P.M.

**VCTC Conference Room (first floor)
950 County Square Drive, Ventura**

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|----------------|---|
| Item #1 | Call to Order |
| Item #2 | Introductions and Announcements |
| Item #3 | Public Comments |
| Item #4 | Approve February 11, 2010 TRANSCOM Meeting Summary – pg.2 |
| Item #5 | Approve May 13, 2010 TRANSCOM Meeting Summary – pg.5 |
| Item #6 | Programming of Additional CMAQ Funding – pg.8 |
| Item #7 | Discussion of Relocating TRANSCOM Meeting Location |
| Item#8 | Adjourn |



Item #4

MEETING SUMMARY

VENTURA COUNTY TRANSPORTATION COMMISSION TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM) THURSDAY, FEBRUARY 11, 2010 1:30 pm

VENTURA COUNTY TRANSPORTATION COMMISSION
ROOM 108 CONFERENCE ROOM
950 COUNTY SQUARE DRIVE
VENTURA, CA 93003

1. CALL TO ORDER

Chair Mike Culver called the meeting to order at 1:38 pm.

2. INTRODUCTIONS AND ANNOUNCEMENTS

The TRANSCOM did self- introductions. Vis Kamhi announced that VISTA had had an FTA drug and alcohol audit. Pete Dehaan announced the schedule for the FTA Triennial Review ("Audit"). Vic introduced Myra Montejano as the new VISTA manager. Ed Webster will be working as the VCTC ADA and social service transportation lead staff, under Peter.

Mike Houser reported on the upcoming AMGEN Bike tour, which will be in Thousand Oaks May 23 and 24).

3. PUBLIC COMMENTS

None

4. APPROVE SUMMARY OF JANUARY 21, 2010 MEETING

The meeting summary was approved on a motion by Roc Pulido, seconded by Kathy Connell.

5. PROPOSITION 1B TRANSIT PROGRAM

Peter reviewed the Prop 1B program. He noted that VCTC needs to program at least \$4 million, but can program up to \$10 million. Steve Brown asked if the funds can be used for design, Pete responded "yes, but only if the project goes to construction. The TRANSCOM members discussed various potential projects including the Simi Valley fueling station/facility improvements, Ventura Transit Center restroom improvements, the GCT facility projects, and others. Agencies are to submit any changes to their projects to Peter.

6. STIMULUS PROGRAM UPDATE

Peter reported on the status of the Stimulus program. He noted that there were some savings, which VCTC was reprogramming to Metrolink, reducing the impact on TDA funds.

7. DISCUSSION REGARDING COUNTYWIDE TRANSIT FUNDING IN FY 2010-11

Staff reported on the VCTC Federal Transit funding task force, the potential shortfall, and the possible short term solutions. There was no formal motion, but a general consensus of the TRANSCOM members that the pain should be shared.

8. DISCUSSION OF VCAPCD FUNDED NEW RIDER TICKET PROGRAM

Steve Brown handed out some materials describing the VCAPCD funded new rider ticket program. All of the operators agreed to continue working on the program implementation.

9. FUTURE AGENDA ITEMS

10. ADJOURNMENT

The meeting was adjourned by the Chair at 3:45 pm.



Item # 5

MEETING SUMMARY

VENTURA COUNTY TRANSPORTATION COMMISSION TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM) THURSDAY, MAY 13, 2010 1:30 pm

VENTURA COUNTY TRANSPORTATION COMMISSION
ROOM 108 CONFERENCE ROOM
950 COUNTY SQUARE DRIVE, VENTURA

1. CALL TO ORDER

Chair Mike Culver called the meeting to order at 1:35 pm.

2. INTRODUCTIONS AND ANNOUNCEMENTS

The TRANSCOM and guests introduced themselves. John Proctor, SCAG, distributed a letter from SCAG regarding data that SCAG is requesting.

Steve Brown reported on changes in service instituted by Gold Coast Transit. He also announced a series of transit meetings in Ventura and Oxnard.

Vic Kamhi pointed out that there was information on the last page of the TRANSCOM agenda packet regarding the new FTA Section 5307 Guidelines. Vic also gave a status report on the state vehicle contract. Several members of TRANSCOM discussed how they have been procuring vehicles, including use of the CALACT contract.

Peter DeHaan reminded VISTA participants and VCTC subrecipients that the FTA Triennial Review will be in August. He also shared some information packets from the US DOT Inspector General on ways to spot fraud. Finally, Pete noted that the final FTA 2009-10 apportionment data has been published, and was unchanged from VCTC staff's previously projections.

Shaun Kroes stated that Coach is now providing Moorpark DAR on a month to month contract. An RFP for the service will be released in the future.

Chuck Perkins reported that the City of Simi Valley signed a contract for the improvements to the Transit Maintenance Facility.

Mike Culver reported that the City of Ojai approved the use of \$120,000 in general funds to support the Ojai Trolley at existing service levels next year.

Roc Pulido gave a status report on the Camarillo RFP. He reported that they had 4 potential bidders.

3. PUBLIC COMMENTS

None

4. APPROVE APRIL 8, 2010 REGULAR MEETING SUMMARY

The meeting summary was approved on a motion by Roc Pulido, Seconded by Kathy Connell.

5. PROGRAMMING OF ADDITIONAL CMAQ FUNDING

Peter DeHaan gave a brief summary of why we have additional CMAQ and TE funds to be programmed. He asked for agencies to submit projects by June 7th, which will be discussed at the June 10th TRANSCOM meeting. He also reported that the match ratio for CMAQ is 88.3%, the ratio for Transportation Enhancements (TE) is 100% federal. There was some discussion about the project criteria. Vic promised to e-mail out the criteria for the two programs to all TRANSCOM members. He also agreed to redistribute the criteria developed as part of the VCTC Transit Investment Study.

Although not part of the item, Kathy Connell raised the issue of the VCTC ADA EAST program and allocations. Several TRANSCOM members concurred.

Also, TRANSCOM noted an adding error on the table for this item.

The item was approved on a motion by Chuck, seconded by Roc.

6. APPROVE 2010/11 PROGRAM OF PROJECTS

Pete gave an overview of the POP process and schedule. There were several corrections/modifications to the Thousand Oaks and Moorpark parts of the program. With those corrections, the POP was approved on a motion by Steve Brown, seconded by Mike Houser

7. DISCUSSION OF GOLD COAST TRANSIT USE OF VCTC AUTOMATIC PASSENGER COUNTER (APC) DATA

Steve Brown presented a summary of the Automatic Passenger Counter data which Gold Coast Transit (GCT) obtains daily. He handed out several samples. He reported that GCT paid HDR \$40,000 to develop the system and the macros, and that HDR could probable replicate the system for much less for any interested operators. He also invited any operators interested to visit GCT and get a full demonstration of the system on outputs.

8. FUTURE AGENDA ITEMS

9. ADJOURNMENT

The Chair adjourned the meeting at 2:45 pm



MEETING TRANSKOM DATE May 13, 2010

NAME	REPRESENTING	E-MAIL (if change or new)
Mike Houser	City of T.O.	
ANDRES SANTAMARIA	PORT HUENEME	
Shaun Kroes	City of Moorpark	
Roc Pulido	City of Camarillo	
Chuck Perkins	City of Simi Valley	583-6483
John Procter	SCAG (Ventura Office)	
Gloria Sotelo	VCTC	
Myra Montoya	vctc	
Peter De Haan	VCTC	
KATHY CONNELL	COUNTY OF VTA.	
Jim Kamhi	VCTC	
Darren Kattk	VCTC	
Steven Brown	Gold Coast Transit	
MIKE CULVER	CITY OF OJAI	



Item #6

June 10, 2010

MEMO TO: TRANSIT OPERATORS SUBCOMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: PROGRAMMING OF ADDITIONAL CMAQ FUNDING

RECOMMENDATION:

- Recommend projects to receive additional CMAQ, STP, and TE funds.

DISCUSSION:

At prior meetings TRANSCOM has discussed the available of additional \$7.6 million of STP, \$4.3 million of CMAQ, and \$1.4 million of TE funds. It was decided that agencies should submit projects for consideration to VCTC staff by June 7th.

Staff will distribute prior to the meeting a list of nominated projects and possible recommendations.

**PROCEDURE FOR EVALUATING PROPOSED CAPITAL PROJECTS
BY THE VENTURA COUNTY TRANSPORTATION COMMISSION'S
TRANSPORTATION OPERATORS ADVISORY COMMITTEE (TRANSCOM)**

December, 2009

The intent of this procedure is to layout the process of evaluating potential capital improvement projects for the various transit agencies in Ventura County. The procedure outlines the steps for defining a proposed project to enable a structured evaluation, the criteria for evaluation, and the means for conducting the evaluation. At the heart of the procedure is building consensus among the transit operating agencies on priorities for capital funding that will not only affect their particular jurisdictions, but will also contribute to improved service and mobility for all residents of the county.

STEP 1. Defining a Proposed Project

In order for the evaluation criteria (described in Step 2) to be applied, a proposed project must be adequately defined. Proponents should use the criteria as a guideline for describing the needs to be met, features of a proposed capital investment, specific benefits for the local jurisdiction and other jurisdictions in maintaining or improving transit services, etc., much as one would do for a grant application or for a new budget item. Keep in mind that in Step 3, the proposed project will be reviewed by other transit operating agencies and that the project proponent will need to verbally "defend" their proposal. The more clearly the project description spells out what and why capital funds are being sought, as well as the expected results, the easier it will be for TRANSCOM members to conduct the evaluation and reach consensus on funding priorities. This consensus position will like give more weight to recommendations from TRANSCOM to the VCTC Board and other agencies.

STEP 2. Evaluation Criteria

A two-level set of evaluation criteria was developed in consultation with TRANSCOM members in December 2008 and January 2009. While initially developed to prioritize applications for state funding under Proposition 1B, the criteria can be applied for other types of funding. The issues/examples for each of the criteria are not intended to be limited, but to provide a frame of reference for assessing a proposed project's characteristics, benefits, and constraints. These cells can be modified as appropriate. Similarly, the point range shown can be modified by the TRANSCOM as appropriate.

PRIMARY CRITERIA (ranked in order of importance)	EXAMPLES/THINGS TO CONSIDER	POINTS 0-5
1. Mandated Improvements	Required for ADA compliance Required for air quality compliance Necessary to support legislative mandates Desirable to support legislative mandates Fulfills unmet transit needs	
2. Preservation of Current Levels of Service	For transit arterials, provides new improvements or maintenance at bus stops. Addresses scheduled replacements. Transportation control devices along transit routes. Improves the condition of the sidewalks and streets (supports projects already designated for improvement). Reduces the backlog of deferred maintenance of sidewalks and streets used for transit.	
3. Expansion of Transit Service (including shorter headways)	Increase Transit Mobility: Improves current access to and from local and/or regional transit stops and stations. Serves/Connects current activity centers (e.g., employment, educational facilities, medical centers, shopping hubs, sporting venues, etc.). Adds or improves connectivity to other local and/or regional transit services. Serves anticipated growth in transit demand (e.g., in a specific region) - what time horizon? Improves speed and reliability of transit vehicles. Improves bus stop performance for buses, such as reducing merge time. Likely to increase the percentage of trips made by transit and reduces the percentage by automobile. Provides new/improved service during peak hours. Provides new/improved service during off-peak hours. Fulfills a new, unmet transit need. Meets needs of special population groups.	
4. Financial Sustainability	Effects on fares and operating costs. Availability of ongoing operating funds. Likelihood for additional operating funds. Availability of ongoing staff to implement. Likelihood for additional staff. Degree to which need for other funding is increased. Degree to which need for other funding is decreased.	
5. Readiness	Ability to procure in a timely manner. Status of design (if applicable). Availability of operating funds. Need to implement in phases	
6. Non-transit influences	Critical to other city projects/ priorities. Supportive/desirable for other city projects/priorities.	
Bonus Points	1 point for each additional operator that would be served (that would raise the maximum total scoring to 56.—1 for each operator and 1 for the county as a whole)	
	TOTAL PRIMARY POINTS	

SECONDARY CONSIDERATIONS

CRITERIA (no order)	EXAMPLES/THINGS TO CONSIDER	POINTS 0-3
Improvements to Ride Quality	Improves quality of transit stops, including comfort and convenience. Improves information provided to users.	
Safety/Security	Eliminates or reduces a specific safety/security hazard. Supports general or systemwide safety/security improvements.	
Community Impacts	Negative and positive effects, including air quality, noise, traffic, property acquisitions, and “going green”. Community support/opposition.	
Matching Funds	Tie breaker. Bonus “points”.	
Compatibility/conflict with Regional and Local Plans	Part of an adopted transportation plan (e.g., congestion management, etc.). Supports an adopted or pending transportation plan. Supports community and economic development, business functionality, and creation or retention of employment. Provides or increases access to business districts and/or employers. Provides infrastructure or service to support new employment. Is a required mitigation measure. Supports local land use or transit-oriented development.	
Strategic	Necessary predecessor for subsequent projects. Desirable predecessor for subsequent projects.	
	TOTAL SECONDARY POINTS	