



## VENTURA COUNTY TRANSPORTATION COMMISSION

Citizen's Transportation Advisory Committee (CTAC) /  
Social Services Transportation Advisory Council (SSTAC)

**Ventura County Government Center**  
Hall of Justice – Pacific Conference Room  
800 S. Victoria Street, Ventura

[www.goventura.org](http://www.goventura.org)

Tuesday, January 14, 2025

1:30 p.m.

# AGENDA

(Action may be taken on any item listed on the agenda)

**ITEM 1 CALL TO ORDER**

**ITEM 2 INTRODUCTIONS & ANNOUNCEMENT**

**ITEM 3 PUBLIC COMMENT**

Under the Brown Act, the committee/council should not act on or discuss matters raised during the Public Comment portion of the agenda which are not listed on the agenda. Committee/Council members may refer such matters to staff for factual information or to be placed on the subsequent agenda for consideration.

**ITEM 4 MEETING MINUTES**

**Recommended Action:**

- Receive and file.

**Responsible Staff: Jeni Eddington, Administrative Assistant**

**ITEM 5 MEETING SCHEDULE FOR 2025**

**Recommended Action:**

- Receive the 2025 CTAC / SSTAC meeting schedule.

**Responsible Staff: Aubrey Smith, Program Manager**

**ITEM 6 ELECTION OF CHAIRPERSON AND VICE CHAIRPERSON**

**Recommended Action**

- Select from among the membership of this committee a Chairperson and a Vice Chairperson, who shall serve in their respective capacities for a term of one (1) calendar year.

**Responsible Staff: Aubrey Smith, Program Manager**

**ITEM 7 UNMET TRANSIT NEEDS OUTREACH**

**Recommended Action:**

- Verbal update.

**Responsible Staff: Dolores Lopez, Transit Planner**

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*In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a committee meeting, please contact the Administrative Assistant at (805) 642-1591 ext. 111. Notification of at least 48 hours (about 2 days) prior to meeting time will assist staff in assuring reasonable arrangements can be made to provide accessibility at the meeting.*

- ITEM 8            SHORT RANGE TRANSIT PLAN AND PARATRANSIT INTEGRATION ANALYSIS UPDATE**  
**Recommended Action:**
- Receive presentation and discuss.
- Responsible Staff: Aubrey Smith, Program Manager**
- ITEM 9            PROJECT SELECTION FOR THE FY2024 SPECIAL TRANSIT CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBANIZED AREA (SENIORS AND DISABLED) FUNDS, SECTION 5307 JOBS ACCESS AND REVERSE COMMUTE (JARC) FUNDS, AND ACCESS FOR ALL FUNDS**  
**Recommended Action:**
- Receive information.
- Responsible Staff: Geiska Velasquez, Program Manager**
- ITEM 10           CHAIRPERSON'S REPORT**
- ITEM 11           MEMBER REPORTS**
- ITEM 12           FUTURE AGENDA ITEMS**
- ITEM 13           ADJOURN TO TUESDAY, APRIL 8, 2025**

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**CITIZENS TRANSPORTATION ADVISORY COMMITTEE  
(CTAC)/SOCIAL SERVICES TRANSPORTATION  
ADVISORY COUNCIL (SSTAC)**

Ventura County Government Center  
Hall of Justice - Pacific Conference Room  
800 South Victoria Avenue

**Tuesday, September 10, 2024  
1:30 PM**

**Item 4**

**MEETING SUMMARY**

**CTAC MEMBERS PRESENT:** Miranda Patton, Camarillo (Vice-Chair)  
Joey Juhasz-Lukomski, Fillmore  
Dan Weikel Thousand Oaks  
Chaise Rasheed, Thousand Oaks  
Chera Minkler, Ventura  
Rob Corley, Ventura  
Sandra Aldana, VCTC at Large

**MEMBERS ABSENT:** Bev Dransfeldt, Camarillo  
Marissa Rodriguez, Fillmore (Chair)  
Susan Leech, Ojai  
Bill Miley, Ojai  
Manuel Minjares, Ventura County

**CURRENT CTAC VACANCIES:** City of Oxnard (2)  
City of Moorpark (2)  
City of Port Hueneme (2)  
City of Santa Paula (2)  
City of Simi Valley (2)  
County of Ventura (1)  
VCTC at Large (1)

**SSTAC MEMBERS PRESENT:** Maricela Pardo, Area Agency on Aging

**SSTAC MEMBERS ABSENT:** Megan Telfer, HELP of Ojai  
Tammy Glen, VC Caregivers  
Jeff Lambert, Housing Authority  
Lupita Monreal, Mobility Management Partners (MMP)  
Clarissa Marostica, 211Ride  
John Looney, ACTION VC

Martha Shapiro, Senior Concerns  
Esther Anaya, Arc of VC

**VCTC STAFF PRESENT:**

Claire Grasty, Public Transit Director  
Aubrey Smith, Regional Transit Planning Manager  
Matt Miller, Transit Operations Manager  
Dolores Lopez, Regional Transit Planner

**1. CALL TO ORDER**

Vice Chair Patton called the meeting to order at 1:36 p.m.

**2. ROLL CALL**

**3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA – None.**

**4. ACCEPTANCE OF MINUTES**

The committee accepted the meeting minute from the previous meeting.

**5. FISCAL YEAR 2025-26 TRANSPORTATION DEVELOPMENT ACT (TDA)  
UNMET TRANSIT NEEDS (UTN) SCHEDULE, PROCEDURES, AND  
DEFINITIONS**

**ACTION**

**Rasheed moved, seconded by Juhasz-Lukomski, that the committee approve the Fiscal Year 2025-26 Unmet Transit Needs definitions and schedule. The motion passed unanimously.**

**6. ACCESSIBLE BOARDING METHOD – CAMARILLO AND OXNARD TRANSIT STATIONS**

Aubrey Smith provided an updated on the Camarillo Rail Station boarding method including the project 1) background, 2) ADA improvements, 3) construction schedule, and 4) proposed outreach. Claire Grasty added that Oxnard Transit Center was undergoing a similar project, with respect to boarding trains in a wheelchair.

The committee discussed meeting local and State requirements in addition to Federal requirements.

**7. PRESENTATION ON TECHNOLOGY PROJECT**

Matt Miller updated the committee on transit technology including recently completed projects that are currently being maintained (GOVCbus, solar powered signage, and VCbuspass) and projects in the Planning and Implementation phase (Demand Response Scheduling App, Countywide Farebox Replacement, Open Loop Payments, and Live transit scheduling information on Google Maps.)

The committee discussed the challenges with paratransit transfers and preparing for both the Olympics and Paralympics 2028.

**8. SHORT RANGE TRANSIT PLAN (SRTP)/PARATRANSIT INTEGRATION ANALYSIS UPDATE**

Aubrey Smith updated the committee on the SRTP's Paratransit Integration Analysis including the project timeline and ongoing outreach/engagement. They also shared that a market assessment should be available before January 2025.

**9. CHAIRPERSON'S REPORT – None**

**10. COMMITTEE MEMBER REPORTS**

Miranda Patton reported that the City of Ventura is working to address ebike safety.

**11. FUTURE AGENDA ITEMS**

- Coastal Express Service
- Access for All Ridership Update
- eBike Safety and National Data on eBike Accidents

**12. ADJOURN TO JANUARY 14, 2024**

Vice Chair Patton adjourned the meeting at 2:57 p.m.



**Item 5**

**January 14, 2025**

**MEMO TO: CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE (CTAC) /  
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL  
(SSTAC)**

**FROM: AUBREY SMITH, PROGRAM MANAGER**

**SUBJECT: MEETING SCHEDULE 2025**

**RECOMMENDATION:**

Receive and file the 2025 meeting schedule.

- Tuesday, January 14, 2025
- Tuesday, April 8, 2025
- Tuesday, June 10, 2025
- Tuesday, September 9, 2025



Item 6

**DATE: JANUARY 14, 2025**

**MEMO TO: CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE (CTAC)  
SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL  
(SSTAC)**

**FROM: AUBREY SMITH, PROGRAM MANAGER**

**SUBJECT: ELECTION OF OFFICERS**

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### **RECOMMENDATION**

- Select from among the membership of this committee a Chairperson and a Vice Chairperson, who shall serve in their respective capacities for a term of one (1) calendar year.

### **BACKGROUND**

The officers of the Citizen's Transportation Advisory Committee (CTAC) and Social Services Transportation Advisory Council (SSTAC) shall be selected from among the membership of this committee each year by its membership, who shall serve a one-year term.

The chairperson of this committee is responsible for:

1. Calling for meetings of this committee,
2. Presiding at the committee meetings,
3. Assisting with agenda preparation,
4. Reporting to the Commission when called upon to do so,
5. Establishing subcommittees as necessary, and
6. Other such duties as directed by VCTC.

The vice chairperson serves in the chairperson's absence and performs other duties as directed by them.



Item 9

January 14, 2025

**MEMO TO: CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE / SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL**

**FROM: GEISKA VELASQUEZ, PROGRAM MANAGER**

**SUBJECT: PROJECT SELECTION FOR THE FY2024 SPECIAL TRANSIT CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBANIZED AREA (SENIORS AND DISABLED) FUNDS, SECTION 5307 JOBS ACCESS AND REVERSE COMMUTE (JARC) FUNDS, AND ACCESS FOR ALL FUNDS**

**RECOMMENDATION:**

- Receive Information

**BACKGROUND:**

VCTC is the designated recipient of the FTA's annual apportionment of Section 5310 and 5307/JARC funds for the large-urbanized areas in Ventura County including the Oxnard/Ventura and Thousand Oaks/Moorpark Urbanized Areas, as well as the Local Access Fund Administrators (LAFA) for all of Ventura County.

The FTA Section 5310 program is intended to enhance mobility for seniors and persons with disabilities by providing funds that support the special needs of seniors beyond traditional public transportation services and for those with disabilities beyond that required by the Americans with Disabilities Act (ADA).

The goal of the FTA Section 5307 JARC program is to improve access to employment for eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.

The purpose of the California Public Utilities Council's (CPUC) Access-for-All (AFA) program is to incentivize the expansion and availability of on-demand transportation service for individuals with disabilities whose needs cannot be met by conventional transit or paratransit services.

Both the FTA Section 5310 funds and 5307 JARC funds are the primary funding source to support projects and strategies identified in the Ventura County Transportation



Commission’s (VCTC) Coordinated Public Transit-Human Services Transportation Plan (2021). While the CPUC’s program is not necessarily or traditionally related to the Coordinated Plan, the program does implement projects that coincide with the intent and philosophy of the Plan, specifically the high priority strategy to “continue procuring wheelchair-accessible vehicles” (pg. 51) and was therefore included in this call for projects.

**DISCUSSION:**

On June 7, 2024, VCTC approved the guidelines and schedule for the 2024 Call-for-Projects to allocate Fiscal Year (FY) 24/25 and FY25/26 FTA Section 5310 funds, FTA 5307/JARC, and AFA funds. Project applications were due July 26, 2024, followed by an eligibility screening by VCTC staff, and review by the TRANSCOM approved subcommittee, including representatives from Gold Coast Transit, City of Thousand Oaks, and Ventura County, to score project applications.

**Funding Availability**

This cycle the expected available funding was markedly down from previous cycles. Table 1 below provides the breakdown of the anticipated funds available in this call by fund type and urbanized area. It should be noted that the AFA program is disbursed by county and not by UZA.

<b>Table 1: Estimated Available Funding for Section 5310, 5307/JARC &amp; AFA Call for Projects for FY24/25 &amp; FY25/26</b>				
<b>Urbanized Area</b>	<b>FTA 5310 Traditional</b>	<b>FTA 5310 Expanded</b>	<b>FTA 5307 JARC</b>	<b>CPUC AFA</b>
Oxnard/Ventura UZA	\$ 512,288	\$ 326,001	\$ 716,321	
Thousand Oaks/Moorpark UZA	\$ 319,779	\$ 203,496	\$ 178,051	
County-wide				\$ 173,311
<b>Total Estimated Available</b>	<b>\$ 832,067</b>	<b>\$ 529,497</b>	<b>\$ 894,372</b>	<b>\$ 173,311</b>

Section 5310 also allows 10% of the UZA apportionment to be used for program administration deducted from the Expanded category, and the CPUC AFA program identifies 15% for LAFA program administration. Both funds have been adjusted leaving the total estimated available funding identified for the projects selected at this time.

**Applications Received**

VCTC received fifteen applications for projects across all three funding types totaling \$5,143,658 in total funding requests. Requests more than doubled the available funding with \$2,714,411 more requested than the total \$2,429,247 identified available for grants in this cycle.

**Eligibility Screening**

Staff did a preliminary screening of the applications for eligibility as identified in the approved guidelines. All project applications were determined to be eligible for funding

except for one, the city of Thousand Oaks request for FTA 5310 funding for EV Management Software & Equipment which was disqualified on an FTA rule for use of funds for that particular use. Staff had a debriefing meeting with Thousand Oaks staff to discuss and the project was removed by the City from consideration in this funding cycle.

### **Prioritizing Projects**

The subcommittee reviewed the project applications utilizing the approved guidelines criteria below.

1. Goals and Objectives (20 points)
2. Project Implementation Plan (30 points)
3. Program Performance Indicators (20 points)
4. Communication and Outreach (20 points)
5. Emergency Planning and Preparedness (5 points)
6. Matching Funds (5 points) Note: nonprofits were also awarded five (5) points for match
7. Bonus Points for Non-Transit Operator (Non-Profit) Applicants (5 points)

Each proposed project received a final score based upon the average of the subcommittee's individual scores. The projects were then ordered by UZA, funding type, then sorted by total average score, with the goal of funding as many of the requests as possible. Based on this eligibility, criteria, and rank, staff is recommending VCTC approve funding \$2,429,247 in projects as identified in Attachment A as approved by the Transit Operators Advisory Committee (TRANSCOM) on October 9, 2024.

### **Unfunded Requests Recommendation**

With the large request for funding compared to the funding available there resulted a lack of funding for three of the project applications which are therefore eligible but not recommended for funding as identified in Attachment A. Two applications for FTA 5310 fell below the funding line: the VCTC Mileage Reimbursement Ventura County project (\$257,280), and the VTS Vehicles for Low Income Transportation to Medical Appointments for the Senior and Disabled Community (\$1,361,000). Additionally, staff is recommending that the City of Thousand Oaks project application for the Replacement of EV Powered Employee Rideshare Program Vehicles not be funded at this time with JARC and instead reclassify the \$178,051 to FTA 5307 to be used to subsidize the FTA 5310 to fund more of the critical and higher scoring projects.

### **Overview of Recommended Projects**

#### In the Thousand Oaks UZA:

- Interface 211, which will maintain and continue to develop the One-Call/One-Click program with \$122,094 in Traditional 5310 funds as a proper mobility management program.
- The City of Thousand Oaks to purchase EV Dial-a-Ride Vans with up to \$197,685 in traditional FTA 5310 funding

#### In the Oxnard/Ventura UZA:

- GCTD to continue operation and improvement of direct and on demand paratransit service connectivity between Gold Coast service and Camarillo with \$22,850 in FTA 5310 Traditional and \$178,051 in FTA Section 5307
- Help of Ojai to receive \$74,134 in Traditional FTA 5310 for the purchase of a replacement wheelchair accessible van.
- Help of Ojai to also receive FTA 5310 Expanded for the operation of service for \$73,216.
- GCTD to purchase new vehicles for the Flexible Services fleet for a total of up to \$438,154 of Traditional FTA 5310.
- GCTD also to receive FTA 5307/JARC for the continued operation of the extremely successful Sunrise and Late-Night Safe Rides program in the amount of \$716,321.

Projects Operating Countywide:

- A new applicant this year, the Catholic Charities of LA, Inc. – Ventura County recommended for \$40,000 in FTA 5310 Expanded for the operation of the OASIS Volunteer Driver Program to assist seniors with transportation to and from medical appointments, pharmacies and grocery stores.
- Continued support for Ventura County CAREGIVERS to provide door-through-door transportation for low-income seniors and a mobility management program including travel training and volunteer drivers with \$190,000 in FTA 5310 Expanded funds.
- The County of Ventura Human Service Agency - Area Agency on Aging's (VCAAA) ELDERHELP Transportation Program is recommended for \$203,431 in 5310 Expanded funds to continue operations of the MediRide non-emergency medical transportation portion of the program.
- The Ventura Transit System (VTS) is recommended for \$173,311 in CPUC Access for All funding to continue as the county's Access Provider for on demand trips in wheelchair accessible vehicles including service reimbursement and adding marketing support for the program.

**Next Steps**

The recommended project list was approved by the VCTC Board in November and programmed in the VCTC Program of Projects in December 2024.

Table 2 identifies the updated schedule. These funds will not be available for reimbursement until after FTA approval, which will likely occur in Summer of 2025 following the approval of the 2025 FTIP.

<b>Table 2: Section 5310 and JARC Call for Projects Schedule</b>	
June 7, 2024	Call-for-Projects Released
June 11, 2025	Presentation at CTAC/SSTAC
July 26, 2024	Project Applications Deadline
October 9, 2024	TRANSCOM Recommendation
November 1, 2024	VCTC Approval
December 6, 2024	VCTC POP Approval
March/April 2025	FTIP Approval
June/July 2025	FTA Grant Approval

FTA SECTION 5310		Proposed Project Costs			FTA 5310 Split		Recommendation		
UZA	AGENCY	PROJECT NAME	Match \$	Match %	Total Project Cost	Expanded 45%	Traditional 55%	FY24/25	FY25/26
Thousand Oaks	INTERFACE CHILDREN & FAMILY SERVICES	211 RIDE - ONE CALL/ONE CLICK	\$ -	0%	\$ 122,094	\$ -	\$ 122,094		\$ 122,094
	CITY OF THOUSAND OAKS	EV DIAL-A-RIDE VANS PROJECT	\$ 90,000	19%	\$ 480,000	\$ -	\$ 197,685	\$ 197,685	
	5310 FUNDING AVAILABLE					\$ 203,496	\$ 319,779		
Oxnard/Ventura	GOLD COAST TRANSIT DISTRICT	IMPROVING DIRECT ON DEMAND PARATRANSIT SERVICE CONNECTIVITY BETWEEN GCTD AND CAMARILLO***	\$ 202,901	50%	\$ 403,803	\$ 22,850	\$ -	\$ 93,355	\$ 107,546
	HELP OF OJAI	REPLACEMENT OF WHEELCHAIR ACCESSIBLE VAN	\$ 18,534	20%	\$ 92,668	\$ -	\$ 74,134	\$ 74,134	
	HELP OF OJAI	OPERATING ASSISTANCE	\$ 73,216	50%	\$ 146,432	\$ 73,216	\$ -	\$ 36,608	\$ 36,608
	GOLD COAST TRANSIT DISTRICT	GCTD FLEXIBLE SERVICES FLEET VEHICLE REPLACEMENT	\$ 165,630	21%	\$ 800,000	\$ -	\$ 438,154	\$ 160,000	\$ 278,154
5310 FUNDING AVAILABLE					\$ 326,001	\$ 512,288			
County-wide	CATHOLIC CHARITIES OF LA, INC - VENTURA COUNTY	OASIS VOLUNTEER DRIVER PROGRAM	\$ -	0%	\$ 40,000	\$ 40,000	\$ -	\$ 20,000	\$ 20,000
	CAREGIVERS	TRANSPORTATION FOR FRAIL, LOW-INCOME SENIORS ACCESS TO MEDICAL CARE	\$ 670,220	78%	\$ 860,220	\$ 190,000	\$ -	\$ 95,000	\$ 95,000
	VENTURA COUNTY HSA AREA AGENCY ON AGING	AAA ELDERHELPP TRANSPORTATION PROGRAM - MediRide Non-Emergency Medical Transportation	\$ 186,884	20%	\$ 935,620	\$ 203,431	\$ -	\$ 101,716	\$ 101,716
	VENTURA COUNTY TRANSPORTATION COMMISSION	SENIOR MILEAGE REIMBURSEMENT PROGRAM	\$ 69,066	20%	\$ 345,330	\$ -	\$ -	\$ -	\$ -
	VENTURA TRANSIT SYSTEM, INC	VEHICLES FOR LOW INCOME TRANSPORTATION TO MEDICAL APPOINTMENTS FOR THE SENIOR AND DISABLED COMMUNITY	\$ -	0%	\$ 1,361,000	\$ -	\$ -	\$ -	\$ -
<b>Total Programmed</b>						\$ 529,497	\$ 832,067	\$ 778,498	\$ 761,118
***Project to be fully funded with \$178,051 FTA 5307 utilizing unused 5307 from JARC									
FTA SECTION 5307 JARC				Funding Available	Proposed			Recommendation	
UZA	AGENCY	PROJECT NAME		Match \$	Match %	Total Project Cost	5307 JARC	FY24/25	FY25/26
Oxnard/Ventura	GOLD COAST TRANSIT DISTRICT	SUNRISE & LATE NIGHT SAFE RIDES	\$ 716,321	\$ 1,627,635	69%	\$ 2,343,956	\$ 716,321	\$ 358,161	\$ 358,161
Thousand Oaks	CITY OF THOUSAND OAKS	REPLACEMENT EV POWERED EMPLOYEE RIDESHARE PROGRAM VEHICLES	\$ 178,051	\$ 90,000	20%	\$ 450,000	\$ -	\$ -	\$ -
							\$ 358,161	\$ 358,161.5	
CPUC ACCESS FOR ALL				Funding Available	Proposed			Recommendation	
UZA	AGENCY	PROJECT NAME		Match \$	Match %	Total Project Cost	Access for All	FY24/25	FY25/26
County-wide	VENTURA TRANSIT SYSTEM, INC	AFA - ACCESS PROVIDER - CONTINUATION OF SERVICE & MARKETING/OUTREACH	\$ 173,311	\$ -	0%	\$ 346,622.00	\$ 173,311.00	\$ 91,656.00	\$ 81,655.00
	GOLD COAST TRANSIT DISTRICT	GCTD FLEXIBLE SERVICES FLEET VEHICLE REPLACEMENT		\$ 165,630.00	0%	\$ 338,941.00	\$ -	\$ -	\$ -
							\$ 91,656.00	\$ 81,655.00	

\*Score reflects 5310 criteria scoring where it is recommended for funding, and would have been lower if only scored only for AFA