



TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

Camarillo City Hall, Administrative Conference Room

601 Carmen Drive, Camarillo, CA

Thursday, July 13, 2017

1:30 p.m.

AGENDA

ITEM 1 CALL TO ORDER

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

ITEM 3 PUBLIC COMMENT

Any member of the public may address the Committee for up to two minutes on any subject within the jurisdiction of the Committee that is not scheduled for a public discussion before the Committee.

ITEM 4 AGENDA ADJUSTMENTS

ITEM 5 APPROVAL OF MINUTES

Waive the reading and approve the minutes of the June 8, 2017 meeting.

ITEM 6 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM

Review the ADA Certification services report and Mileage Reimbursement Program update.

ITEM 7 AUTHORIZE CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBAN AREA (SENIORS AND DISABLED) GRANT FUNDS AND SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC) FUNDS

Approve the Guidelines for a Call-for-Projects to program FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds and Section 5307 Jobs Access/Reverse Commute (JARC) funds and the proposed Call-for-Projects schedule for the Commission's consideration.

ITEM 8 APPROVE 2017/18 FINAL PROGRAM OF PROJECTS

Approve the final Program of Projects (POP) for federal transit operating, planning and capital assistance for Fiscal Year (FY) 2017/18.

ITEM 9 UPDATE ON SENATE BILL 1 - IMPLEMENTATION

Receive overview of the funding programs and opportunities for input into program guidelines.

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

ITEM 10 FUTURE AGENDA ITEMS

- Coordinated Plan Priorities
- Coordinated Route Names
- Coordination of Data Standards for the Trip Planners
- Fareboxes Rollout and Unified Fare Media (subcommittee / standing agenda item)
- Gold Coast Transit District Facility Presentation / Project Update
- Transit Asset Management Plan (TAM Plan)

ITEM 11 ADJOURNMENT

In consideration of City of Camarillo staff, please use the exit door directly to the parking lot.

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



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

Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA
Thursday, June 8, 2017
1:30 p.m.

Meeting Minutes

MEMBERS PRESENT:

Bill Golubics, City of Camarillo
Austin Novstrup, City of Ojai
Ruth Osuna, City of Oxnard
Robin Walker, City of Simi Valley
Priscilla Freduah-Agyemang, City of Thousand Oaks
Treena Gonzalez, County of Ventura (Acting Chair)
Vanessa Rauschenberger, Gold Coast Transit District
Aaron Bonfilio, VCTC InterCity Bus

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

MEMBERS ABSENT:

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

Caltrans District 7 (ex-officio)

VCTC STAFF PRESENT:

Martin Erickson, Transit Director
Aaron Bonfilio, Contract Manager – Transit
Ellen Talbo, Transit Planning Manager
Kevin Khouri, Transit Planner
Heather Miller, Transit Planner

ITEM 1 CALL TO ORDER

Acting Chair Gonzalez called the meeting to order at 1:33 p.m.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

The summer beach buses in Thousand Oaks and Moorpark will be running from mid-June through mid-August.

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

The Gold Coast Transit District budget was approved including service changes. Construction is underway for the new facility and drone footage is available on the GCTD website.

Ms. Talbo, Transit Planning Manager with VCTC, has taken a position with Santa Clara County.

ITEM 3 PUBLIC COMMENT
None.

ITEM 4 AGENDA ADJUSTMENTS
None.

ITEM 5 APPROVAL OF MINUTES

ACTION

Golubics moved, seconded by Golubics, that the Committee approve the May 11, 2017 meeting minutes. The motion passed with no objections.

ITEM 6 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT

Mr. Culver, Mobility Management Partners, provided a brief summary of the ADA Certification Service and Mileage Reimbursement program.

ITEM 7 APPROVAL OF STATE REQUIRED TRANSPORTATION DEVELOPMENT ACT (TDA) TRIENNIAL PERFORMANCE AUDITS FOR VENTURA COUNTY TDA CLAIMANTS

Ms. Kathy Chambers, Moore & Associates, reviewed the Transportation Development Act Triennial Performance Audits for Ventura County TDA claimants. She said that she can update reports until June 16, 2017. Ms. Chambers reviewed local and national trends regarding findings, the functional and compliance findings, recommendations, and tips for preparing for the next Triennial Performance Audit.

Ms. Chambers reviewed the findings specific to Ventura County Transportation Commission as the Regional Transportation Planning Agency (RTPA) as follows:

- 1) Update the rules and regulations for the evaluation of claims,
- 2) Upload the updated Ventura County Congestion Management Program to the VCTC website,
- 3) Work with the East County Transit Alliance to complete operating data on an annual basis, and
- 4) Develop a policy for transit operators servicing rural and urbanized areas (such as Ojai) that considers a blended farebox recovery ratio goal.

Discussion

The Committee discussed 1) the changes to local transit agencies since the last audit, 2) the

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

importance of establishing baseline data, 3) the benefit of sharing best practices and strategies on a regular basis at future TRANSCOM meetings.

ACTION:

Rauschenberg moved, seconded by Walker, that the Committee authorize the Ventura County Transportation Commission to submit the State required Transportation Development Act (TDA) triennial performance audits of TDA recipients in Ventura County to the State Department of Transportation (Caltrans) by June 30, 2017. The motion passed with no objections

ITEM 8 FUTURE AGENDA ITEMS

- 5310 Grant Program
- Coordinated Plan Priorities
- Coordinated Route Names
- Coordination of Data Standards for Trip Planners
- Fareboxes Rollout and Unified Fare Media (subcommittee / standing agenda item)
- Gold Coast Transit District Facility Presentation / Project Update
- Transit Asset Management (TAM) Plan Update

ITEM 13 ADJOURNMENT

Acting Chair Gonzalez adjourned the meeting at 2:30 p.m.



[This page intentionally left blank.]



DATE: JULY 13, 2017

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM UPDATE

RECOMMENDATION:

- Receive and file the monthly ADA Certification services report and Mileage Reimbursement Program update.

DISCUSSION:

Attached is the June 2017 ADA Certification Services Report from Mobility Management Partners for review at the TRANSCOM meeting.

MMP received Section 5310 funding to expand its services to include the development and implementation of a pilot volunteer driver mileage reimbursement program in cooperation with the Area Agency on Aging and other agencies serving the needs of the county's senior population. Attached is the update on the Mileage Reimbursement Program (MRP).



[This page intentionally left blank.]

Monthly ADA Certification Services Report June 2017

Monthly ADA Certification Services Report June 2017								
Item Measured	June	May	April	March	Feb	Jan		
Call Center	Inbound ADA Calls	846	749	673	703	584	890	Total phone calls inbound/outbound: 1030
	Outbound ADA calls	184	348	309	287	335	101	
	Average hold time (in seconds)	3.69	4.92	4.26	6.02	6.51	8	
	Outbound Area Transmittals	2	10	8	3	6	5	Riders requesting service outside of Ventura County
	Inbound Area Transmittals	2	2	1	0	1	0	Riders requesting service into Ventura County
Applications Received	Recertification	39	47	43	71	40	47	Total applications received: 124 Online Applications received: 15 (12%)
	New Applications	85	81	74	60	60	45	
Applications Received by Service Area	Camarillo Area	10	12	6	9	6	3	Applications Received by Language
	Gold Coast Area	42	51	41	54	35	23	
	Valley Express Area	2	5	7	3	3	4	
	Moorpark Area	4	6	5	0	7	4	
	Simi Valley Area	39	31	25	34	37	30	
	Thousand Oaks	26	22	29	30	9	25	
	Out of County	1	1	4	3	2	3	
Completed Evaluations In-person, Short-Term and Recertifications	Complete, with Functional Evaluation	16	27	33	33	27	24	Evaluations by Age and Determination
	Complete, Interview w/o Functional Evaluation	0	10	4	6	5	2	
	Complete, Special Circumstance (no Interview)	50	28	24	21	20	25	
	Complete, Over 85+	14	11	11	18	15	7	
	Complete, Phone Interview	1	5	2	0	1	0	
	Complete, Short-term Certification (60 days)	1	1	2	0	0	0	
	Complete, Recertifications	39	33	29	42	21	27	
	Total Evaluations	121	115	105	120	89	85	
Delays in Processing (Cumulative)	Due to incomplete application by client	5	2	2	6	6	2	In-person Interviews by Eligibility and Assessment Type
	Pending Professional Evaluation (PE)	25	32	18	21	25	21	
	Applications that failed to meet 21 day rule	0	0	0	0	0	0	
	Applicants awaiting in-person interviews	8	12	18	15	17	14	
Assessments	Assessment Categories		Total	CAM	VCTC	SIMI	T.O.	MPK
	With Physical Assessment		7	0	6	1	0	0
	With Cognitive Assessment		9	1	6	1	1	0
	Interview only (at assessment sites)		0	0	0	0	0	0
	No Shows		3	2	1	0	0	0
	Total in-person interviews scheduled		19	3	13	2	1	0
	Total Number of appointment days		6	1	3	1	1	0
Determination Types:				Total	%			
Unconditional (including S.C., Over 85+ , Phone interviews)				104	86%			
Conditional				6	5%			
Temporary				9	7%			
Denials				1	1%			
Short Term				1	1%			

Monthly ADA Certification Services Report June 2017				
Applications Received - GCT Area Cities	June	May	April	March
Casitas Springs	0	0	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	0	0
Ojai	0	4	1	1
Oak View	0	0	0	0
Oxnard	31	27	24	27
Port Hueneme	1	1	4	6
Ventura	10	19	12	20
Applications Received-Valley Express Area Cities				
Fillmore	1	4	3	0
Piru	0	0	0	0
Santa Paula	1	1	4	2
Travel Training				
Training Statistics	Jun	May	April	Mar
Referrals received	9	11	13	17
Assessments	8	8	13	14
Trainings	5	4	4	6
Referral Source				
ADA-Camarillo Area	0	0	0	1
ADA-Gold Coast Area	3	0	1	2
ADA-Valley Express Area	0	0	0	0
ADA-Moorpark Area	0	0	0	0
ADA-Simi Valley Area	0	2	0	1
ADA-Thousand Oaks Area	0	0	0	2
Other	6	9	0	11
Transit 101 Workshops				
Hosting Agency	Date	Attendees	Riders	
Simi Valley Transit	3/9/2017	22	12	
Thousand Oaks Transit	4/13/2017	42	18	
Thousand Oaks Transit	6/15/2017	42	20	
Simi Valley Transit	9/13/2017			
Thousand Oaks Transit	9/21/2017			
Simi Valley Transit	12/13/2017			

Mileage Reimbursement Program Monthly Report - Jun 2017

Category	Item Measured	Jun	May	Apr	Mar	Feb	Jan
Application Process	Total Interest Applications	9	9	7	8	7	5
	Total Complete Applications	8	8	3	8	3	4
	Applications approved by EDC	8	0	6	1	0	4
	Total claims received	72	76	83	86	84	65
Mileage Claims	Total miles reimbursed	8892	9381	9276	9312	10259	7300
	Total one-way trips claimed	1807	1925	1839	1837	1852	1202
Statistics by Service Area							
Camarillo	Claims Received	24	24	24	26	24	21
	Miles Reimbursed	2533	2830	2706	2711	2952	2294
	One-way trips claimed	681	693	610	617	619	438
Gold Coast	Claims Received	24	25	26	28	26	19
	Miles Reimbursed	2857	2678	2780	2763	2847	2190
	One-way trips claimed	500	535	528	521	502	330
Moorpark	Claims Received	3	2	2	2	4	2
	Miles Reimbursed	382	280	250	282	432	280
	One-way trips claimed	96	96	46	59	100	52
Simi Valley	Claims Received	5	4	7	6	6	6
	Miles Reimbursed	663	660	878	840	750	752
	One-way trips claimed	62	77	136	104	98	84
Thousand Oaks	Claims Received	12	17	19	20	19	13
	Miles Reimbursed	1597	2115	1976	2054	2412	1138
	One-way trips claimed	379	440	435	471	450	224
Valley Express	Claims Received	4	4	5	4	5	4
	Miles Reimbursed	860	818	686	662	866	646
	One-way trips claimed	89	84	84	65	83	74
Other Statistics							
	Average Trip Length (Miles)	4.9	4.9	5.0	5.1	5.5	6.1
	Average Cost per Trip	\$ 1.72	\$ 1.71	\$ 1.77	\$ 1.77	\$ 1.94	\$ 2.13



[This page intentionally left blank.]



DATE: JULY 13, 2017

MEMO TO: TRANSIT OPERATORS COMMITTEE

FROM: JUDITH JOHNDUFF, PROGRAM ANALYST

SUBJECT: AUTHORIZE CALL-FOR-PROJECTS FOR FTA SECTION 5310 LARGE URBAN AREA (SENIORS AND DISABLED) GRANT FUNDS AND SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC) FUNDS

RECOMMENDATION:

That the Committee approve for the Commission's consideration:

- the attached Guidelines for a Call-for-Projects to program FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds and Section 5307 Jobs Access/Reverse Commute (JARC) funds, and
- the proposed Call-for-Projects Schedule.

BACKGROUND:

The Federal Transit Administration's (FTA) Section 5310 Grant 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 JARC program is to improve access to employment and employment related activities for eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.

Both the FTA Section 5310 funds and JARC funds are the primary funding source to support projects and strategies identified in VCTC's Coordinated Public Transit-Human Services Plan which can be found at: <https://www.goventura.org/updated-ventura-county-coordinated-public-transit-human-services-transportation-plan>.

Section 5310 funds are apportioned directly to large urbanized areas including Oxnard/Ventura and Thousand Oaks/Moorpark. VCTC serves as the Designated Recipient for these funds as well as JARC funds for these areas. Funds are allocated by VCTC on a competitive basis through a Call for Projects.

DISCUSSION:

Funding Availability Estimates: The following table shows the Section 5310 and JARC funds available for the two large urbanized areas in Ventura County for FY16/17 and 17/18, including prior year carryover. Section 5310 allows 10% of the apportionment to be used for administration and this amount has been subtracted from the Section 5310 amounts shown below.

	FTA 5310	JARC
Oxnard/Ventura	\$571,000	\$422,000
T.O./Moorpark	\$315,000	\$104,000
TOTAL	\$886,000	\$527,000

Guidelines for the 2017 Call for Projects: The Attachment provides the proposed guidelines and project selection criteria for the proposed 2017 Call for Projects. The screening and selection criteria are based on the criteria used by Caltrans and on VCTC's Coordinated Public Transit-Human Services Plan.

Schedule:

9/13/2017	Announcement of Project Selection Process/Availability of Applications
11/15/2017	Applications Due to VCTC
12/14/2017	Review by Transit Operators Committee
1/5/2018	Approval by VCTC
3/31/2018	FTA Grant Approval

RECOMMENDATION:

Staff recommends that TRANSOM recommend the Ventura County Transportation Commission (VCTC):

- Approve the attached Guidelines for a Call-for-Projects to program FTA Section 5310 Large Urbanized Area (Seniors and Disabled) funds and Section 5307 Jobs Access/Reverse Commute (JARC) funds, and
- Approve the proposed Call-for-Projects Schedule.

**VCTC 2017 CALL-FOR-PROJECTS (2 YEARS)
FOR SECTION 5310 LARGE URBANIZED AREA FUNDS AND
SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC) FUNDS**

Program Purpose: The Federal Transit Administration's (FTA) Section 5310 Grant 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 JARC program is to improve access to employment and employment related activities for eligible low-income individuals and to transport residents of urbanized areas and non-urbanized areas to suburban employment opportunities.

Purpose of this Call-for-Projects: This is the primary funding source to support projects and strategies identified in VCTC'S COORDINATED PUBLIC TRANSIT-HUMAN SERVICES PLAN which can be found at: <https://www.goventura.org/updated-ventura-county-coordinated-public-transit-human-services-transportation-plan> .

The FTA 5310 program provides grant funds for capital, mobility management, and operating expenses for:

- Public transportation projects planned, designed, and carried out to meet the special needs of seniors and individuals with disabilities when public transportation is insufficient, inappropriate, or unavailable;
- Public transportation projects that exceed the requirements of the Americans with Disabilities Act (ADA);
- Public transportation projects that improve access to fixed-route service and decrease reliance on complementary paratransit; and
- Alternatives to public transportation projects that assist seniors and individuals with disabilities and with transportation.

JARC funds provide financial assistance for transportation service planned, designed, and carried out to meet the transportation needs of eligible low-income individuals.

SCREENING CRITERIA

The screening criteria are divided into three categories. Proposed projects must meet **all** of these screening criteria in order to move to the next phase of the process.

1. **Project Eligibility:** The proposed project and applicant must be eligible to receive either Section 5310 funds or JARC funds.
2. **Planning Consistency:** The project must fall within the recommendations of VCTC'S Coordinated Public Transit-Human Services Plan.
3. **Financial Feasibility:**
 - A. Recipient of funds must have the financial capacity to complete, operate and maintain the project.
 - B. Funds required from other sources (for local match) must be reasonably expected to be available.
 - C. Projects must be implemented within Federal delivery requirements.

Eligible Recipients: States and designated recipients are direct recipients; eligible sub-recipients include private nonprofit organizations, states or local government authorities, or operators of public transportation. Since the JARC program has been consolidated with the Section 5307 formula program for transit operators, VCTC's policy is that applicants for JARC be limited to entities other than Ventura County transit operators that normally receive 5307 funds.

Eligible Activities:

Traditional Section 5310 project examples include:

- buses and vans
- wheelchair lifts, ramps, and securement devices
- transit-related information technology systems, including scheduling/routing/one-call systems
- mobility management programs which can include travel training and volunteer driver programs
- acquisition of transportation services under a contract, lease, or other arrangement

Nontraditional Section 5310 project examples include:

- travel training
- volunteer driver programs
- building an accessible path to a bus stop, including curb-cuts, sidewalks, accessible pedestrian signals or other accessible features
- improving signage, or way-finding technology
- incremental cost of providing same day service or door-to-door service
- purchasing vehicles to support new accessible taxi, rides sharing and/or vanpooling programs
- mobility management programs

JARC project examples include:

- projects designed to transport low-income persons or welfare recipients to jobs and employment-related activities.
- projects designed to transport workers to suburban employment opportunities.

At least 55% of the area's 5310 funds must be used on capital projects as described in the first category of Section 5310 projects above.

Match Requirements: A local match is not required, however five (5) points will be awarded to projects which provide a minimum of twenty percent (20%) matching funds.

Inclusion in Plan: Project must fall within the recommendations of the VCTC Human Service Transportation Coordination Plan: <https://www.goventura.org/updated-ventura-county-coordinated-public-transit-human-services-transportation-plan> .

Federal Grant Requirements: The recipient agency must be able to meet the Federal Transit Administration's conditions for use of its funds. These conditions include, but are not limited to: annual outside audit; triennial FTA audit; five-year grant records retention; development of a written maintenance plan for FTA-funded vehicles, facilities, and equipment; competitive procurement; buy America; ADA; and civil rights. (Drug and alcohol testing is not a requirement for these programs.) Agencies receiving funds will need to have in place a signed agreement committing to meeting FTA requirements.

Prioritization Criteria:

One-Call / One-Click Set-Aside: The Human Service Transportation Coordination Plan identified as a very high priority the need for improved and simplified human service transportation information, specifically through development of the One-Call / One-Click capability. Therefore, VCTC has approved a policy for this call for projects whereby \$100,000 of Section 5310 funds will be set aside specifically for projects that help to develop One-Call / One-Click informational capability for Ventura County, defined as projects that will provide integrated call center and online information regarding demand responsive transportation alternatives. Projects that fall under this category will be scored by the same criteria as all other projects, but they will not be ranked against these projects but rather will be prioritized in a separate category and eligible to compete for the \$100,000 being set aside for this category. In recommending the projects for funding from this category, VCTC will take into consideration the avoidance of duplicatory efforts. The intent is that the funds will be used for the project or projects that can without duplicating efforts provide the best One-Stop / One-Click informational capability for Ventura County.

VCTC will use the following criteria to prioritize projects.

1. **Goals and Objectives (20 points):** Degree to which project supports new, enhancement, or expansion of service or system capacity for the targeted populations. The application should clearly state the program goals and objectives and describe how the project addresses the needs and service gaps identified in the Coordinated Plan.
2. **Project Implementation Plan (30 points):** Degree to which the project implementation has been well designed. Proposals must state who will be responsible for the implementation, and implementation steps and timeline. Sponsors should describe how the project will improve service delivery, coordination, or cost-effectiveness.
3. **Program Performance Indicators (20 points):** Project sponsors should explain how the project will be monitored and evaluated. The application should identify clear, quantitative performance measures to track the effectiveness of the service in meeting the identified goals.
4. **Communication and Outreach (20 points):** Degree to which applicants coordinate with other community transportation and/or social service resources. Application should describe efforts to keep stakeholders involved in and informed of project activities. There should be demonstrated public support for the project (including letters of support), as well as a plan to promote awareness of the project to the target population.
5. **Emergency Planning and Preparedness (5 points):** Applicant should describe emergency planning and any participation in emergency drills.
6. **Matching Funds (5 points):** A maximum of 5 points will be awarded to projects providing 20% or more funding match.

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

9/13/2017	Announcement of Project Selection Process/Availability of Applications
11/15/2017	Applications Due to VCTC
12/14/2017	Review by Transit Operators Committee
1/5/2018	Approval by VCTC
3/2/2018	FTA Grant Approval



DATE: JULY 13, 2017

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

SUBJECT: APPROVE 2017/18 FINAL PROGRAM OF PROJECTS

RECOMMENDATION:

Approve the final Program of Projects (POP) for federal transit operating, planning and capital assistance for Fiscal Year (FY) 2017/18.

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 projects to be funded with federal funds in each urban areas of Ventura County. Since 2003, VCTC has prepared the POP using separate programs for the Oxnard/Ventura, Thousand Oaks/Moorpark, and Camarillo urbanized areas, as defined by the U.S. Census Bureau. Later, VCTC also began to prepare the POP for Simi Valley based on a decision by Caltrans to delegate to VCTC the Designated Recipient status for Simi Valley.

The proposed FY 2017/18 POP was put together using the same methodology that was first developed for the FY 2003/04 POP, to provide a distribution of revenues and expenses between the four urbanized areas in the County. A draft of this POP was reviewed and approved by TRANSCOM at its May, 2017 meeting, and by the VCTC on June 2, 2017.

DISCUSSION

The attached Program of Projects table shows the recommended projects for each of the urbanized areas. The only change between the draft and final POPs is the addition of CMAQ funds that were approved off-the-top at the April TRANSCOM meeting for VCTC Countywide Outreach and for Thousand Oaks bus purchases.

As was stated at the May meeting, VCTC will prepare a revised POP after projects are selected for the Section 5310 and JARC programs. The unprogrammed balances in the POP represent the 5307 funds generated through the JARC formula that are available for that program, as well as a small carryover that is available for contingency. The estimated available funds are based on the authorized amounts which are subject to the annual federal budget process. The Administration's proposed 2017/18 budget is equal to the authorized amounts for these funds.

Subsequent to the TRANSCOM meeting, staff will publish the POP for public notice, and will present the POP to the VCTC for Public Hearing and approval at the September 8th meeting.

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 2017/18 Fiscal Year (FY 2018). The funds available in FY 2018 are estimated to be \$15,965,000 for the Oxnard UA, \$7,605,000 for the Thousand Oaks UA, \$2,435,000 for the Camarillo UA, and \$2,902,000 for the Simi Valley UA, based on anticipated FY 2018 funds, prior year carry-over funds, and federal discretionary funds. The public hearing will be held at 9:00 a.m. on Friday, September 8, 2017, 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. Unless a subsequent list is published, this list will become the final Program of Projects for inclusion in the Southern California Association of Governments Federal Transportation Improvement Program.

FY 2017/18 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	\$ 2,100,000	\$ 1,050,000	\$ 1,050,000
	<u>\$ 2,100,000</u>	<u>\$ 1,050,000</u>	<u>\$ 1,050,000</u>
<u>Planning Assistance</u>			
Transit Service Administration & Support	\$ 125,000	\$ 100,000	\$ 25,000
Marketing & Passenger Awareness Activities	\$ 125,000	\$ 100,000	\$ 25,000
	<u>\$ 250,000</u>	<u>\$ 200,000</u>	<u>\$ 50,000</u>
<u>Capital Assistance</u>			
Preventive Maintenance	\$ 1,918,515	\$ 1,534,812	\$ 383,703
Operations and Maintenance Facility	\$ 520,208	\$ 416,166	\$ 104,042
Debt Service			
Operations and Maintenance Facility	\$ 854,793	\$ 683,834	\$ 170,959
Debt Service (5339 Funds)			
ADA Paratransit Service	\$ 1,118,514	\$ 894,811	\$ 223,703
	<u>\$ 4,412,029</u>	<u>\$ 3,529,623</u>	<u>\$ 882,406</u>
Total Gold Coast	\$ 6,762,029	\$ 4,779,623	\$ 1,982,406
Ventura County Transportation Commission			
<u>Operating Assistance</u>			
VCTC Intercity Operating Assistance (FY 18/19)	\$ 1,292,800	\$ 1,144,516	\$ 148,284
	<u>\$ 1,292,800</u>	<u>\$ 1,144,516</u>	<u>\$ 148,284</u>
<u>Planning Assistance</u>			
Transit Planning and Programming (FY 18/19)	\$ 471,496	\$ 377,197	\$ 94,299
Regional Transit Information Center (FY 18/19)	\$ 138,750	\$ 111,000	\$ 27,750
Countywide Outreach Activities (FY 18/19)	\$ 500,000	\$ 600,000	\$ -
(CMAQ Funds)			
Fare Collection/Passenger Counting Data	\$ 131,250	\$ 105,000	\$ 26,250
Management (FY 18/19)			
Elderly/Disabled Planning/Evaluation (FY 18/19)	\$ 255,000	\$ 204,000	\$ 51,000
Bus Service Planning (FY 18/19)	\$ 220,000	\$ 176,000	\$ 44,000
	<u>\$ 1,716,496</u>	<u>\$ 1,573,197</u>	<u>\$ 243,299</u>
<u>Capital Assistance</u>			
Automatic Vehicle Locator System (FY 18/19)	\$ 131,250	\$ 105,000	\$ 26,250
Metrolink Preventive Maintenance (FY 18/19)	\$ 1,794,920	\$ 1,794,920	\$ -
Metrolink Capital Rehab (FY 18/19)(Sec 5337)	\$ 2,000,000	\$ 2,000,000	\$ -
Metrolink Prev Maintenance (FY 18/19)(Sec 5337)	\$ 2,904,591	\$ 2,904,591	\$ -
	<u>\$ 6,830,761</u>	<u>\$ 6,804,511</u>	<u>\$ 26,250</u>
Total VCTC	\$ 9,840,057	\$ 9,522,224	\$ 417,833
Valley Express			
<u>Operating Assistance</u>			
Operating Assistance (FY 18/19)	\$ 1,248,508	\$ 624,254	\$ 624,254
Total Valley Express	<u>\$ 1,248,508</u>	<u>\$ 624,254</u>	<u>\$ 624,254</u>
TOTAL	\$ 17,850,594	\$ 14,926,101	\$ 3,024,493

FY 2017/18 Federal Transit Program of Projects

	Total Cost	Federal Share	Local Share & Other
THOUSAND OAKS/MOORPARK URBANIZED AREA			
Ventura County Transportation Commission			
<u>Planning Assistance</u>			
Transit Planning and Programming (FY 18/19)	\$ 323,548	\$ 258,838	\$ 64,710
	<u>\$ 323,548</u>	<u>\$ 258,838</u>	<u>\$ 64,710</u>
<u>Capital Assistance</u>			
VCTC Svcs - Cap Leases (FY18/19)	\$ 247,109	\$ 247,109	\$ -
VCTC Svcs - Cap Leases (FY18/19) (Sec 5339)	\$ 218,872	\$ 218,872	\$ -
Metrolink Preventive Maintenance (FY 18/19)	\$ 740,333	\$ 740,333	\$ -
Metrolink Capital Rehab (FY 18/19)(Sec 5337)	\$ 1,500,000	\$ 1,500,000	\$ -
Metrolink Prev Maintenance (FY 18/19)(Sec 5337)	\$ 1,844,178	\$ 1,844,178	\$ -
Automatic Vehicle Locator System (FY 18/19)	\$ 118,750	\$ 95,000	\$ 23,750
	<u>\$ 4,669,242</u>	<u>\$ 4,645,492</u>	<u>\$ 23,750</u>
Total VCTC	\$ 4,992,790	\$ 4,904,330	\$ 88,460
City of Thousand Oaks			
<u>Operating Assistance</u>			
Beach Bus	\$ 100,000	\$ 50,000	\$ 50,000
	<u>\$ 100,000</u>	<u>\$ 50,000</u>	<u>\$ 50,000</u>
<u>Planning Assistance</u>			
Transit Outreach & Education	\$ 62,500	\$ 50,000	\$ 12,500
Transit Planning and Technical Support	\$ 62,500	\$ 50,000	\$ 12,500
	<u>\$ 125,000</u>	<u>\$ 100,000</u>	<u>\$ 25,000</u>
<u>Capital Assistance</u>			
Transit Vehicle Maintenance	\$ 437,500	\$ 350,000	\$ 87,500
Transit Facilities / Bus Stops Maintenance	\$ 250,000	\$ 200,000	\$ 50,000
Transit Vehicle Capital Lease	\$ 187,500	\$ 150,000	\$ 37,500
One Expansion Bus (CMAQ)	\$ 570,428	\$ 505,000	\$ 65,428
One Replacement Bus (CMAQ)	\$ 570,428	\$ 505,000	\$ 65,428
Bus Stop Enhancements	\$ 62,500	\$ 50,000	\$ 12,500
Bus System Technology Upgrades	\$ 187,500	\$ 150,000	\$ 37,500
Bus Wash	\$ 93,725	\$ 74,980	\$ 18,745
Inter-City ADA	\$ 62,500	\$ 50,000	\$ 12,500
	<u>\$ 2,422,081</u>	<u>\$ 2,034,980</u>	<u>\$ 387,101</u>
Total Thousand Oaks	\$ 2,647,081	\$ 2,184,980	\$ 462,101
City of Moorpark			
<u>Operating Assistance</u>			
Fixed Route/Paratransit Operating Assistance	\$ 235,650	\$ 117,825	\$ 117,825
	<u>\$ 235,650</u>	<u>\$ 117,825</u>	<u>\$ 117,825</u>
<u>Capital Assistance</u>			
Fixed Route Vehicle Capital Maintenance	\$ 160,000	\$ 128,000	\$ 32,000
Dial-a-Ride Capital Leases / Cap Maint	\$ 100,000	\$ 80,000	\$ 20,000
	<u>\$ 260,000</u>	<u>\$ 208,000</u>	<u>\$ 52,000</u>
Total Moorpark	\$ 495,650	\$ 325,825	\$ 169,825
TOTAL	\$ 8,135,521	\$ 7,415,135	\$ 720,386

FY 2017/18 Federal Transit Program of Projects

	Total Cost	Federal Share	Local Share & Other
CAMARILLO URBANIZED AREA			
Ventura County Transportation Commission			
<u>Planning Assistance</u>			
Transit Planning and Programming (FY 18/19)	\$ 99,206	\$ 79,365	\$ 19,841
	<u>\$ 99,206</u>	<u>\$ 79,365</u>	<u>\$ 19,841</u>
<u>Capital Assistance</u>			
VCTC Svcs - Cap Leases (FY18/19) (Sec 5339)	\$ 104,529	\$ 104,529	\$ -
	<u>\$ 104,529</u>	<u>\$ 104,529</u>	<u>\$ -</u>
Total VCTC	<u>\$ 203,735</u>	<u>\$ 183,894</u>	<u>\$ 19,841</u>
City of Camarillo			
<u>Planning Assistance</u>			
Transit Planning	\$ 95,000	\$ 76,000	\$ 19,000
	<u>\$ 95,000</u>	<u>\$ 76,000</u>	<u>\$ 19,000</u>
<u>Operating Assistance</u>			
Camarillo Area Transit Operating Assistance	\$ 1,027,000	\$ 513,500	\$ 513,500
	<u>\$ 1,027,000</u>	<u>\$ 513,500</u>	<u>\$ 513,500</u>
<u>Capital Assistance</u>			
One Replacement Paratransit Vehicle	\$ 60,000	\$ 48,000	\$ 12,000
One Replacement Bus	\$ 90,000	\$ 72,000	\$ 18,000
Two Expansion Paratransit Vehicles	\$ 135,000	\$ 108,000	\$ 27,000
ADA Service	\$ 170,000	\$ 136,000	\$ 34,000
Camarillo Rail Station / Bus - Capital Maintenance	\$ 750,000	\$ 600,000	\$ 150,000
	<u>\$ 1,205,000</u>	<u>\$ 964,000</u>	<u>\$ 241,000</u>
Total Camarillo	<u>\$ 2,327,000</u>	<u>\$ 1,553,500</u>	<u>\$ 773,500</u>
TOTAL	<u>\$ 2,530,735</u>	<u>\$ 1,737,394</u>	<u>\$ 793,341</u>

FY 2017/18 Federal Transit Program of Projects

	Total Cost	Federal Share	Local Share & Other
SIMI VALLEY URBANIZED AREA			
Ventura County Transportation Commission			
<u>Planning Assistance</u>			
Transit Planning and Programming (FY 18/19)	\$ 44,500	\$ 35,600	\$ 8,900
	<u>\$ 44,500</u>	<u>\$ 35,600</u>	<u>\$ 8,900</u>
<u>Capital Assistance</u>			
VCTC Svcs - Cap Leases (FY18/19) (Sec 5339)	\$ 206,013	\$ 206,013	\$ -
	<u>\$ 206,013</u>	<u>\$ 206,013</u>	<u>\$ -</u>
Total VCTC	<u>\$ 250,513</u>	<u>\$ 241,613</u>	<u>\$ 8,900</u>
City of Simi Valley			
<u>Operating Assistance</u>			
Simi Valley Transit Operating Assistance	\$ 4,301,560	\$ 2,150,780	\$ 2,150,780
	<u>\$ 4,301,560</u>	<u>\$ 2,150,780</u>	<u>\$ 2,150,780</u>
<u>Capital Assistance</u>			
Preventive Maintenance	\$ 255,600	\$ 204,480	\$ 51,120
Non Fixed-Route ADA Paratransit Capital	\$ 337,064	\$ 269,651	\$ 67,413
Dispatch Software	\$ 45,000	\$ 36,000	\$ 9,000
	<u>\$ 637,664</u>	<u>\$ 510,131</u>	<u>\$ 127,533</u>
Total Simi Valley	<u>\$ 4,939,224</u>	<u>\$ 2,660,911</u>	<u>\$ 2,278,313</u>
TOTAL	<u>\$ 5,189,737</u>	<u>\$ 2,902,524</u>	<u>\$ 2,287,213</u>



DATE: July 13, 2017

MEMO TO: TRANSIT OPERATORS COMMITTEE

FROM: JUDITH JOHNDUFF, PROGRAM ANALYST

SUBJECT: UPDATE ON SENATE BILL 1 – IMPLEMENTATION

RECOMMENDATION:

- Information Only

BACKGROUND AND DISCUSSION:

The Road Repair and Accountability ACT (Senate Bill 1) will provide more than \$760 million annually in new funding for transit projects statewide. Senate Bill 1 Funds will support the Transit and Intercity Rail Capital Program (TIRCP), the State Transit Assistance (STA) Program, and the Commuter Rail and Intercity Rail Program. Additionally, transit components of multimodal corridor projects are also eligible for funding under the Solutions for Congested Corridors Program and the State Transportation Improvement Program (STIP). It should also be noted that SB 862 “Cap and Trade” also provides funding for transit projects under the TIRCP program and Low Carbon Transit Operations Program (LCTOP). An overview of these funding programs and the upcoming opportunities for input into program guidelines is provided below:

Transit and Intercity Rail Capital Program (TIRCP)

- SB1 funding directed to TIRCP will be approximately \$3 billion over the next decade.
- TIRCP is a competitive Program -- Call-for-Projects planned to be issued in December
- Program goals include the reduction of greenhouse gas emissions, expanded and improved rail and transit service to increase ridership, the integration of different rail and transit systems, and improved transit safety
- Five (5) year of Program of Projects will be adopted with future Calls-for-Projects to be issued every two years thereafter -- \$1.5B - \$2B (SB1 and SB 862)
- The first cycle is expected to include 2-years of funding (\$125 million).
- Will include multi-year funding agreements with multiple allocations
- NEXT STEPS - CalSTA will:
- release the Discussion Draft Guidelines & hold additional workshops –July

- Release Formal Draft Guidelines & Hold additional workshops –August
- Adopt Final Guidelines – September
- Project Awards – Spring of 2018
- For more information: <http://www.dot.ca.gov/drmt/docs/sptircp/tircpfs.pdf>

STA—State of Good Repair

- \$105 million annually – formula program
- Transit Agencies are required to submit a list of projects to Caltrans and Caltrans will forward the list to the State Controller for allocation according to the STA formula (population and transit agency revenue)
- Funds will be allocated quarterly by the Controller starting in early 2018
- Funds can only be used for:
 - Capital expenditures to maintain the existing fleet & facilities,
 - Purchase of new vehicles to improve service, or
 - Transit services that complement repair and improvement of local transportation infrastructure.
- Guidelines will establish a timeline and submission requirements for project eligibility including: description and location; completion date; and useful life
- Guidelines will define post-project reporting requirements
- Caltrans is considering using the PTMISEA program model to administer this program

LCTOP

- Focus of the program is to improve transit service in communities across the state
- Funded with Cap and Trade auction proceeds
- Current budget forecast would provide about \$64 million for allocations in 2017-18
- LCTOP guidelines will incorporate new Air Resources Board guidance for disadvantaged communities, per AB 1550
- LCTOP staff will be holding workshops for input regarding guidelines
- Next Call-for-Projects – Spring 2018

SOLUTIONS FOR CONGESTED CORRIDORS

- \$250 Million per year
- Eligible Applicants – VCTC, Caltrans—The CTC would like projects to be collaborative- Caltrans cannot nominate more than 50% of the projects on their own.
- Projects can **only** come from a qualified integrated Corridor Plan. A variety of funding sources (SHOPP, ATP, Freight, and Congested Corridors) can be used for implementation.
- Qualified Plans provide a multi-modal approach to addressing Congested Corridors.
Examples of Plans which are “qualified”:
 - The North Coast Corridor improvements along I-5 and the parallel rail corridor in San Diego: County http://www.dot.ca.gov/dist11/Env_docs/I-5PWP/2016/march/nccpwptrepfull.pdf

- The SR 91 and Metrolink rail corridor improvements in Riverside County: http://sr91project.info/_pdf/SR-91ImplementationPlan-2015.pdf
- Emerging solutions for the US 101 and Caltrain corridor connecting Silicon Valley with San Francisco: http://www.spur.org/sites/default/files/publications_pdfs/SPUR_Caltrain_Corridor_Vision_Plan.
- Multimodal approaches for the US 101 and SMART rail corridor in Marin and Sonoma Counties: http://scta.ca.gov/wp-content/uploads/2017/05/SON-MAR-MultiModal-TLUS-06061997_reduce-ocr.pdf
- Comprehensive solutions for the I-405 corridor in Los Angeles County: <https://www.metro.net/projects/sfv-405/sepulveda-pass-corridor-systems-planning-study-fcr/>
- Project elements within the corridor plans may include, but are not limited to the following facility types:
 - State Highways
 - Local streets and roads
 - Public transit facilities, including rail
 - Bicycle and pedestrian facilities
 - Restoration or preservation work that protects critical habitat or open space
- First Round of Project Applications Due February 2018
- NEXT STEPS: To provide input into the Guidelines please see the schedule of upcoming CTC workshops: http://www.catc.ca.gov/programs/SB_1/SB_1_Workshops_Schedule_062717.pdf