



TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

**Thursday, October 13, 2016, 1:30 p.m.
Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA**

MEETING MINUTES

MEMBERS PRESENT:

Tyler Nestved, City of Camarillo
Austin Novstrup, City of Ojai
Mike Houser, City of Thousand Oaks (Chair)
Treena Gonzalez, County of Ventura
Vanessa Rauschenberger, Gold Coast Transit
Aaron Bonfilio, VCTC InterCity Bus

Ben Cacatian, VCAPCD (ex-officio)

MEMBERS ABSENT:

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

Caltrans District 7 (ex-officio)
CSU Channel Islands (ex-officio)

VCTC STAFF PRESENT:

Martin Erickson
Ellen Talbo
Judy Johnduff
Peter De Haan

ITEM 1 CALL TO ORDER

Chair Houser called the meeting to order at 1:36 p.m. A quorum was present.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENT

Ms. Rauschenberger, Gold Coast Transit District, announced the promotion of free fares for rider more than 75-years old and free fares for veterans on Veteran's Day.

Mr. Erickson, VCTC, announced that the Oxnard-Camarillo Connector bus route would begin October 15, 2016. He thanked Gold Coast Transit District, Roadrunner, and the City of Camarillo. He also introduced the new CEO of Roadrunner, Brad "Brick" Connors.

Mr. Cacatian, Ventura County Air Pollution Control District, announced the release of the 2016 Air Quality Management Plan available online at vcapcd.org/AQMP-2016.htm.

Chair Houser, City of Thousand Oaks, announced the Thousand Oaks Rotary Street Fair on October 16, 2016. He said that The City of Thousand Oaks is hiring for a part-time Transit Tech.

ITEM 3 PUBLIC COMMENTS

None.

ITEM 4 AGENDA ADJUSTMENTS

Item 11 was presented before Item 7. Item 12 was taken before Item 10.

ITEM 5 APPROVAL OF MINUTES

Rauschenberger moved to approve the September 8, 2016 meeting minutes. Novstrup seconded the motion. The motion passed with no objections.

ITEM 6 TRANSCOM MEMBERSHIP

Mr. Erickson, VCTC, asked that members provide VCTC staff with the name of the member and alternate to TRANSCOM as designated by their member agency.

ITEM 7 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM UPDATE

Mr. Culver, Mobility Management Partners (MMP), updated the Committee on ADA certification services and the mileage reimbursement program. He said that he expects roughly 1,350 ADA assessments for the year. He said that the Mileage Reimbursement Program process includes an "interested parties application" and a "formal application." He said that anyone over 65-years old is eligible and there has yet to be an application denied. He said that the determination group determines the applicant's allotted miles based on their transportation needs.

Mr. De Haan, VCTC, said that updated ADA certification applications were made available. He said that a functional evaluation will be introduced and the taskforce used for the ADA certifications will be called back in to revise the in-person evaluation process.

Discussion

Mr. Bonfilio, VCTC Intercity Bus, asked who is on the determination committee.

Ms. Rauschenberger asked if there's data on trip origins and destinations.

Mr. Culver responded that three volunteers from various organizations including but not limited to the Camarillo Council on Aging, Camarillo Health, and Jewish Family Services sit on the committee which meets monthly. He said that MMP has six months of origin/destination data and will begin reporting that information to the Committee.

ITEM 8 PROP. 1B TRANSIT SAFETY, SECURITY & DISASTER CALL FOR PROJECTS

Mr. De Haan said that following the Committee's last meeting, VCTC staff was informed by Southern California Regional Rail Authority (SCRRA) staff of an urgent need for system-wide track and bridge rehabilitation work. He said that since SCRRA staff could potentially use the Proposition 1B Security funds, VCTC staff decided to hold off on recommended Commission approval for a call for projects. At a future date VCTC will either recommend the Commission proceed with the call for projects on a later schedule, or will return to the Committee with a different recommendation for use of the funds.

ITEM 9 PROPOSITION 1B TRANSIT CAPITAL PROJECTS

Ms. Johnduff, VCTC, gave a brief background of the Prop 1B funds. She said that the Gold Coast Transit District (GCTD) is ready to purchase the remaining paratransit vehicles on the reserve list.

Discussion

Chair Houser asked what types of vehicles were being purchased and the size of the GCTD Dial-A-Ride fleet. He also asked about passenger response to the various types of vehicles.

Ms. Rauschenberger thanked VCTC on behalf of the GCTD. She said that they would be purchasing cutaway-style paratransit vehicles and/or MV-1 vans bringing their Dial-A-Ride fleet to 26 vehicles. She said that ridership has increased 20 percent. Ms. Rauschenberger responded that passengers are pleased with the MV-1 vans, which run smoothly and maneuver easily.

Bonfilio moved, seconded by Gonzalez that the Committee approve the programming of \$1,255,000 of Proposition 1B Transit Capital Funds to purchase replacement paratransit vehicles for the Gold Coast Transit District.

ITEM 10 FINAL PROGRAM OF PROJECTS FOR FEDERAL TRANSIT OPERATING, PLANNING AND CAPITAL ASSISTANCE FOR FY 2016/17

Mr. De Haan presented the final Program of Projects (POP) for each of the urbanized areas in Ventura County. He said that the most significant change from the draft is that the capital funds to be provided in lieu of a portion of VCTC's FY 2017/18 Metrolink operations share are now programmed for Preventive Maintenance rather than Capital Rehabilitation.

Rauschenberger moved, seconded by Novstrup, that the Committee approve the final Program of Projects (POP) for federal transit operating, planning, and capital assistance for Fiscal Year 2016/17.

ITEM 11 TRANSIT ASSET MANAGEMENT (TAM) PLAN UPDATE

Ms. Talbo, VCTC, updated the Committee on the Transit Asset Management plan and recommended that each Individual National Transit Database (NTD) Reporter plan to prepare their own TAM plan. She said that each Individual NTD Reporter will also be responsible for setting their own State of Good Repair (SGR) targets for the January 2017 due date. Alternatively, if it serves the East County Transit Alliance (ECTA) appropriately, Simi Valley Transit has the option of leading a Group TAM plan for Thousand Oaks Transit, Moorpark Transit, and Camarillo Area Transit. Ms. Talbo said that under that alternative, these entities would be responsible for setting SGR targets as a group and Simi Valley Transit would assume the role of reporting through the NTD TAM module. She said that each operator and Simi Valley Transit would still be responsible for completing their individual monthly and end-of-year NTD performance reporting.

Discussion

Chair Houser asked if there's a benefit to hiring a firm to develop the plans for multiple agencies.

Mr. Bonfilio asked if there's a benefit from a capital planning perspective to having a collective, county-wide TAM plan. He stated that a group plan would give VCTC the opportunity to see which agencies need capital equipment.

Mr. Nestved, City of Camarillo, asked about the difference in reporting for an individual plan versus a group plan. He said that the City of Camarillo would prefer a group plan.

Ms. Talbo responded that individual reporting is easier than collective reporting. She said that if VCTC were the reporting agency, the individual agencies would be responsible for monthly, quarterly and/or annual reports similar to the sub recipient monitoring program. She said that VCTC staff does not have the staff to provide the reports. She noted that cities with Metrolink stations are also responsible for reporting the condition of those stations. The only hard deadline is January 31, 2017 for agencies to establish their SGR goals.

ITEM 12 SOUTHERN CALIFORNIA REGIONAL REAL AUTHORITY / METROLINK FUNDING

Mr. De Haan provided a brief history of the VCTC / SCRRA / Metrolink funding swap. He said that before the money can be swapped, a consult between the transit operators needs to take place. For that reason, Karen Sakoda with Metrolink phoned in to the meeting to say that Metrolink supports the funding swap.

Discussion

Chair Houser asked if the Committee was being asked to concur on action that was already taken and whether or not Simi Valley and Moorpark also need to concur although they do not have members present at the meeting.

Mr. De Haan responded that FTA requires consultation, not concurrence, from the transit operators in order to transfer the funds. He said that he will contact the City of Moorpark to document their concurrence.

Rauschenberger moved, seconded by Novstrup, that the Committee provide transit operator concurrence with transfer of \$5,103,189 Section 5307 programmed in the FY 2014/15 and FY 2015/16 POPs for Metrolink Capital Rehabilitation for use in the swap for Metrolink operations funds, to be taken out of the Oxnard/Ventura and Thousand Oaks/Moorpark urbanized area apportionments and transferred to the Statewide 5307 apportionment and then to the Los Angeles urbanized area apportionment.

ITEM 13 ADJOURNMENT

Chair Houser adjourned the meeting at 3:05 p.m.