



TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

**Thursday, January 12, 2017, 1:30 p.m.
Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA**

AGENDA

- ITEM 1 CALL TO ORDER**
- ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS**
- ITEM 3 PUBLIC COMMENTS:** 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 ELECTION OF COMMITTEE OFFICERS – For Action**
Recommendation: That the Committee elect a Chair and Vice Chair
- ITEM 6 APPROVAL OF MINUTES – For Action**
Recommendation: That the Committee waive the reading and approve the minutes for the regular meeting of November 8, 2016.
- ITEM 7 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM UPDATE – For Information**
- ITEM 8 2017 MEETING SCHEDULE – For Information**
- ITEM 9 FUTURE AGENDA ITEMS – For Information**
- ITEM 10 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.

This page intentionally left blank.



DATE: JANUARY 12, 2017
MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE
FROM: MARTIN ERICKSON, TRANSIT DIRECTOR
SUBJECT: 2017 MEETING SCHEDULE

RECOMMENDATION

- That the Committee nominate and elect officers to the Committee.

BACKGROUND

The Chair and Vice Chair shall be elected from among the Transit Operators Advisory Committee representatives by majority vote. Nomination and selection of the new officers will occur during this meeting. The current Chair is Mike Houser, City of Thousand Oaks. The current Vice Chair is Shaun Kroes, City of Moorpark.

This page intentionally left blank.



TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

**Thursday, November 9, 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
Ryan Roman, City of Simi Valley
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 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.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENT

Margaret Heath, Gold Coast Transit District, announced that a Request for Proposals for a paratransit camera system will be released during the first ten days of December.

Jason Samonte announced his transition from the City of Oxnard to the City of Camarillo.

Ben Cacatian, Ventura County Air Pollution Control District, announced that the public hearing for the 2016 Ventura County Air Quality Management Plan will be held on December 13, 2016 at 1:30 p.m. in the Ventura County Government Center's Board of Supervisors Meeting Room.

Vanessa Rauschenberger announced that the Gold Coast Transit District (GCTD) will apply for the Southern California Association of Government's Sustainable Communities grant for a project called "Building Transit Supportive Communities," which aims to bring land-use planners and transit planners together. She thanked VCTC for their letter of support and hopes to include the Committee in the process. Ms. Rauschenberger also announced that the GCTD has partnered with Homeland Security for their "If you See Something, Say Something" campaign. She also announced that one GCTD bus will be decorated with an "Elf on the Go" theme for the holidays and can be seen on various routes, at the Oxnard Parade, and at the Camarillo food drive.

Chair Mike Houser, City of Thousand Oaks, announced that transit service by Thousand Oaks Transit will be offered on Thanksgiving day and this will be his last meeting as Committee Chair.

ITEM 3 PUBLIC COMMENTS

None.

ITEM 4 AGENDA ADJUSTMENTS

None.

ITEM 5 APPROVAL OF MINUTES

Bonfilio moved, seconded by Nestved, that the Committee approve the October 13, 2016 meeting minutes. The motion passed with no objections.

ITEM 6 ADA CERTIFICATION SERVICES AND MILEAGE REIMBURSEMENT PROGRAM UPDATE

Peter De Haan, VCTC, shared the ADA Certification Services and Mileage Reimbursement Program Report provided by Mobility Management Partners. He said that although the new, less rigorous application is available, there has not been a reduction in interviews.

ITEM 7 STATUS OF CONGESTION MITIGATION AND AIR QUALITY IMPROVEMENT (CMAQ) PROJECTS

Peter De Haan, VCTC, asked that the Committee update the status of their projects receiving CMAQ funding to ensure that Ventura County does not lose funds.

Discussion

Ms. Rauschenberger said that she will email an update to Mr. De Haan regarding the procurement

of five expansion buses.

Chair Houser said that he expects the requests for bids on three of the six required busses to go out in the early spring of 2017. He said that the Transportation Center Improvements Capital Improvement Project is expected to break ground in 2018.

ITEM 8 PROPOSITION 1B TRANSIT SAFETY, SECURITY & DISASTER RESPONSE FUND PROJECT APPROVAL

Judy Johnduff, VCTC, stated that Ventura County's final allocation of Proposition 1B Transit Security funding is \$528,859 for FY16/17, bringing the total amount of funding currently available for projects in Ventura County to \$1,604,772. She said that two projects with countywide benefits that have been identified for the remaining funds are the Metrolink rail line improvements and the safety and security improvements at the new VCTC offices.

Discussion

Ms. Rauschenberger asked why the Fiscal Year 2014/15 and 2015/16 funds were carried over. She said that Gold Coast Transit District has similar needs to VCTC with regard to safety at their new facility and is concerned that the \$280,000 for VCTC's safety and security improvements is setting precedence for off-the-top expenditures.

Austin Novtrup, City of Ojai, said that he supports a competitive call for projects.

Mr. De Haan responded funds were carried over in prior years because Metrolink identified an issue with cab cars and all calls for projects were put on hold until that issue was remedied, which ultimately did not require this money. He said that other transit operators have received a few hundred thousand dollars for their facilities.

Mr. Erickson said that VCTC's Intercity Bus is a county-wide transit provider, and that the Transit Information Center provides fare media and transit information to callers and patrons county-wide.

Rauschenberger moved, Novtrup seconded, that the Committee approve \$1,324,772 for improvements to bridges and culverts along the Metrolink Rail Line in Ventura County for Proposition 1B Transit Safety, Security & Disaster Response funding but defer the \$280,000 for Safety and Security Improvements at the Ventura County Transportation Commission offices until December 2016 when member agencies submit lists of projects. The motion failed 2/4.

Bonfilio moved, Nestved seconded, that the Committee approve \$1,324,772 for improvements to bridges and culverts along the Metrolink Rail Line in Ventura County and \$280,000 for Safety and Security Improvements at the Ventura County Transportation Commission offices for Proposition 1B Transit Safety, Security & Disaster Response. The motion passed 4/2.

Chair Houser emphasized the importance of project prioritization and funding.

ITEM 9 ADJOURNMENT

Chair Houser adjourned the meeting at 2:30 p.m.

This page intentionally left blank.



DATE: JANUARY 12, 2017
MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE
FROM: MARTIN ERICKSON, TRANSIT DIRECTOR
SUBJECT: 2017 MEETING SCHEDULE

RECOMMENDATION:

That the Committee approve the 2017 TRANSCOM meeting schedule with meetings to be held at 1:30 p.m. on the second Thursday of every month in the Camarillo City Hall Administrative Conference Room with the exception of August.

DISCUSSION:

The following is the proposed 2017 Meeting Schedule for the Committee's consideration. This schedule will continue the practice of meeting the second Thursday of the month:

January 12	July 13
February 9	August – No meeting
March 9	September 14
April 13	October 12
May 11	November 9
June 8	December 14