



**VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)  
TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)  
Wednesday, May 12, 2021  
1:30 p.m.**

**MEETING HELD REMOTELY VIA-ZOOM  
Meeting Minutes**

**MEMBERS  
PRESENT:**

Matt Miller, Gold Coast Transit District (Chair)  
Ben Gonzales, City of Simi Valley (Vice Chair)  
Tyler Nestved, City of Camarillo  
Shaun Kroes, City of Moorpark  
Philip Pulley, City of Ojai  
Tim Bochum, City of Oxnard  
Mike Houser, City of Thousand Oaks  
Treena Taylor, County of Ventura  
Martin Erickson, VCTC InterCity Bus

Christopher Jetton, CSUCI (ex-officio)  
Ben Cacatian, VCAPCD (ex-officio)

**MEMBERS  
ABSENT:**

City of Fillmore  
City of Santa Paula  
City of Ventura

**VCTC STAFF  
PRESENT:**

Darren Kettle, Executive Director  
Peter De Haan, Programming Director  
Amanda Fagan, Planning and Policy Director  
Claire Grasty, Program Manager / Regional Transit Planning  
Heather Miller, Program Manager  
Aaron Bonfilio, Program Manager / Transit Services

**ITEM 1**

**CALL TO ORDER**

*Chair Miller called the regular TRANSCOM meeting to order at 1:32pm VIA-ZOOM.*

**ITEM 2**

**INTRODUCTIONS & ANNOUNCEMENT**

*None.*

**ITEM 3**

**PUBLIC COMMENT**

*None.*

**ITEM 4**

**AGENDA ADJUSTMENTS**

*None.*

**ITEM 5**

**APPROVAL OF APRIL MEETING MINUTES**

**ACTION**

**Kroes moved, Gonzalez seconded, that the Committee approve the April 14, 2021 meeting minutes. The motion passed with no objections.**

**ITEM 6 ADA CERTIFICATION SERVICES**

*Mr. Mike Culver, Mobility Management Program (MMP), provided an update on the Americans with Disabilities Act (ADA) Certification Services for the month of April, (please see attached report(s)).*

**ITEM 7 DISTRIBUTION OF AMERICAN RELIEF PLAN (ARP) ACT FUNDS**

*Mr. Peter De Hann VCTC, reviewed with the Committee the federal government approval of three COVID relief bills, each of which provides emergency transit funding distributed according to a different method, which is as follows:*

- *Coronavirus Aid, Relief, and Economic Security (CARES Act)  
Urban Area Funds = \$67,166,310  
Rural Area Funds = \$1,303,379*
- *Coronavirus Response and Relief Supplemental Appropriations (CRRSA) Act  
Urban Area Funds = \$0  
Rural Area Funds = \$1,172,379*
- *American Relief Plan (ARP) Act  
Urban Area Funds = \$15,023,627  
Rural Area Funds = \$500,00 (estimate)*

***There was extensive discussion amongst the Committee members.***

**ACTION**

**Nestved moved Kroes seconded, that the Committee approve the distribution of federal relief funds as amended: 1) City of Camarillo will receive 25% 2) City of Simi Valley will be brought up to 132% of Operating Budget Fiscal Year (FY) 2018, and 3) Remaining Operators will be receiving the remaining 93% of the Distribution Funds. The motion passed as amended with no objections.**

*Mr. De Haan requested each transit operator provide to VCTC staff by May 20<sup>th</sup> the projects proposed for using its share of ARP funds.*

*Mr. De Haan noted, the Federal Transportation Administration (FTA), has available online guideline to the FAQ for those who would like complete details.*

**ITEM 8 FISCAL YEAR (FY) PROGRAM OF PROJECTS (POP) DEVELOPMENT PROCESS**

*Ms. Heather Miller, VCTC, reviewed with the Committee the process for developing the Program of Projects (POP) for transit projects to be programmed in Ventura County for the upcoming Fiscal Year (FY) 2021/22 federal apportionments.*

*She noted each transit operator is being requested to provide to VCTC staff by May 20<sup>th</sup> a program of projects that is proposed for funding using its share of available funds.*

**ITEM 9 REVISION TO LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) FISCAL YEAR (FY) 2020/21 PROGRAM**

*Ms. Miller, VCTC, reviewed with the Committee staff recommendation to revise Ventura County Transportation (VCTC) Fiscal Year 2020/21 Low Carbon Transit Operations Program (LCTOP) Allocation request of \$886,110 to fund the College Ride Program.*

**ACTION**

**Kroes moved Gonzales seconded, that the Committee approve the revised Ventura County Transportation Commission (VCTC) Fiscal Year (FY) 2020/21 Low**

**Carbon Transit Operations (LCTOP) Program Allocation request of \$886,110 to fund the College Ride Program. The motion passed with no objections.**

**ITEM 10 COMMENT REGARDING CENSUS BUREAU URBANIZED AREA DEFINITION CRITERIA**

*Ms. Amanda Fagan, VCTC, reviewed with the Committee staff recommendation to approve the attached comment (see report provided) to the United States Census Bureau regarding the proposed policy for redefining urbanized areas based on the 2020 Census data.*

**ACTION**

**Miller moved Taylor seconded, that the Committee approve the. The motion passed with no with no objections.**

**ITEM 11 TRANSIT INTEGRATION AND EFFICIENCY STUDY (TIES) – OPERATORS WORKING GROUP MEETING**

*Mr. Erickson, VCTC, introduced the item, and a presentation was conducted by the project consultants, Fehr and Peers. The committee discussed the presentation and survey questions regarding transit trends.*

**ITEM 12 ADJOURNMENT**

*Chair Miller adjourned the meeting at 2:45 pm.*