



**VENTURA COUNTY TRANSPORTATION COMMISSION
Transit Operators Advisory Committee (TRANSCOM)**

www.goventura.org

AGENDA*

Wednesday, March 9, 2022

1:30 p.m.

***Action may be taken on any item listed on the agenda**

The meeting will be via ZOOM Webinar

Please click the link below to access the webinar.

<https://us02web.zoom.us/j/81227247108?pwd=ZWVnYVJIS2t6ZmVjMS9aZDFKaEJWdz09>

Call-In Option:

Dial: 1.669.900.6833

Webinar I.D.: 812 2724 7108

Passcode: 880831

On March 17, 2020, the Governor issued Executive Order N-29-20 suspending certain provisions of the Ralph M. Brown Act to allow local legislative bodies to conduct their meetings completely telephonically or by other electronic means. On June 11, 2021, the Governor subsequently issued Executive Order N-08-21 maintaining the suspension of certain provisions of the Brown Act to continue to allow for local legislative bodies to conduct their meetings completely telephonically or by other electronic means through September 30, 2021. [In accordance with AB 361](#), VCTC meetings will continue to conduct its meetings by teleconference, its committee members will participate in the meeting from individual remote locations, and no physical location will be open to the public for this meeting.

*Members of the public will be able to virtually view and participate in this meeting remotely. Members of the public who wish to address the committee on an item to be considered at this meeting are asked to please use/click the "Raise Hand" feature in Zoom (or *9 if you are calling into the Zoom meeting) at the time the Chairperson requests public comments. The Host will then advise you when it is your turn to speak. Verbal public comments are limited to three minutes.*

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 1 CALL TO ORDER

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

ITEM 3 PUBLIC COMMENT

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

ITEM 4 AGENDA ADJUSTMENTS

ITEM 5 APPROVAL OF MINUTES

- *Waive the reading and approve the meeting minutes from February 2022.*

ITEM 6 ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

- *Receive and file the monthly ADA Certification services report.*

ITEM 7 GOLD COAST TRANSIT DISTRICT'S ZERO EMISSION STRATEGIC TRANSITION PLAN

- *Receive a presentation from James Beck, Director of Operations and Maintenance.*

ITEM 8 VEHICLE MILES TRAVELED ADAPTIVE MITIGATION PROGRAM – TRANSIT OPERATIONS

- *Receive a presentation from Amanda Fagan, Director Planning and Sustainability and provide feedback on including Transit Operations in the Program.*

ITEM 9 FISCAL YEAR 2021/22 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) ALLOCATION

- *Approve FY 2021/22 Low Carbon Transit Operations Program Total Allocation Request of \$2,078,719 to fund the Youth Free Fare Pilot Program and the Metrolink Weekend Service.*
- *VCTC staff also recommends that cities (Camarillo, Moorpark, Simi Valley and Thousand Oaks) contribute local shares of FY 2021/22 LCTOP funds totaling \$44,583 to the Youth Free Fare Pilot Program for inclusion in the FY 2021/22 total Allocation Request.*

ITEM 10 FUTURE AGENDA ITEMS

- *For discussion*

ITEM 11 ADJOURNMENT



VENTURA COUNTY TRANSPORTATION COMMISSION
Transit Operators Advisory Committee (TRANSCOM)

Wednesday, February 9, 2022
1:30 PM via ZOOM Webinar

MEETING MINUTES

MEMBERS PRESENT

Ben Gonzales, City of Simi Valley (Chair)
Mike Houser, City of Thousand Oaks (Vice Chair)
Jason Samonte, City of Camarillo
Shaun Kroes, City of Moorpark
Phil Pulley, City of Ojai
Sergio Albarran, City of Ventura
Chris Kurgan, County of Ventura
Matt Miller, Gold Coast Transit District
Chris Jetton, CSUCI (ex-officio)
Ben Cacatian, VCAPCD (ex-officio)

MEMBERS ABSENT

City of Fillmore
City of Oxnard
City of Port Hueneme
City of Santa Paula

VCTC STAFF PRESENT

Peter De Haan, Programming Director
Aaron Bonfilio, Program Manager / Transit Contracts
Heather Miller, Program Manager
Dolores Lopez, Regional Transit Planner

ITEM 1 CALL TO ORDER

Chair Gonzalez called the meeting to order at 1:31 p.m. via Zoom Webinar.

ITEM 2 INTRODUCTIONS & ANNOUNCEMENTS

Mr. Shaun Kroes, City of Moorpark, announced the March soft launch of Moorpark City Transit's micro transit service with full services beginning April 2022.

Mr. Sergio Albarran, City of Ventura, asked that committee members share the current Active Transportation Program (ATP) information with their known interested parties.

Mr. Mike Houser, City of Thousand Oaks, asked that the committee discuss the February 2022 VCTC meeting at a future meeting.

ITEM 3 PUBLIC COMMENT

None.

ITEM 4 AGENDA ADJUSTMENTS

None.

ITEM 5 APPROVAL OF JANUARY MEETING MINUTES

ACTION

Albarran moved, seconded by Samonte, that the Committee approve the January 12, 2022 meeting minutes. The motion passed unanimously.

ITEM 6 ADA CERTIFICATION SERVICES PROGRAM MONTHLY UPDATE

The committee received the ADA certification services program monthly update for filing.

ITEM 7 EXPEDITED PROGRAMMING OF CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS FROM THE INFRASTRUCTURE INVESTMENT AND JOBS ACT (IIJA) FOR BUS REPLACEMENT INFRASTRUCTURE

Mr. De Haan said that the Attachment A table now includes \$424,007 to fund 88.57% of one electric bus replacement for the City of Ojai. This increases the recommended programming amount from \$11,346,444 to \$11,770.451.

ACTION

Houser moved, seconded by Gonzalez, that the committee recommend the Commission program \$11,770.451 in IIJA CMAQ funds as recommended in the Attachment A table.

ITEM 8 FARE CAPPING PASS PROGRAM

Mr. Aaron Bonfilio, VCTC, presented the committee with the proposed fare capping program including 1) the definition, 2) local regional challenges, 3) daily, weekly, and monthly examples, 4) revenue distribution procedures, and 5) the program's goals and aims, and 6) future considerations and next steps.

The committee discussed 1) the creation of a working group, 2) the ability to have multiple caps based on Zone, DAR (Dial A Ride), and service operator, and 3) the potential for buying down of fares using LCTOP and/or CMAQ grant funds.

ITEM 19 FUTURE AGENDA ITEMS

The committee discussed adding the following items to the March future agenda:

- LCTOP Allocation
- Presentation on GCTD's Electrification of Vehicles
- VCTC's Opinion on Transit Consolidation
- VCTC's Countywide Marketing Program

ITEM 14 ADJOURNMENT

Chair Gonzalez adjourned the meeting at 2:28 p.m.



Item 6

MARCH 9, 2022

MEMO TO: TRANSIT OPERATORS ADVISORY COMMITTEE (TRANSCOM)

FROM: AARON BONFILIO, PROGRAM MANAGER

SUBJECT: ADA CERTIFICATION SERVICES PROGRAM UPDATE


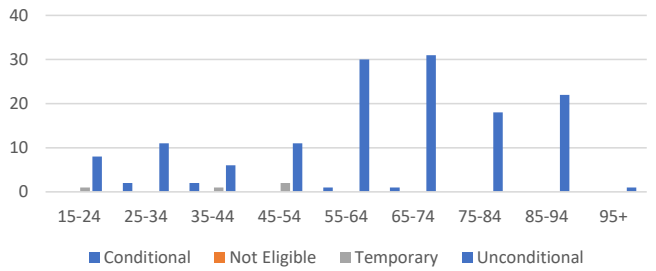
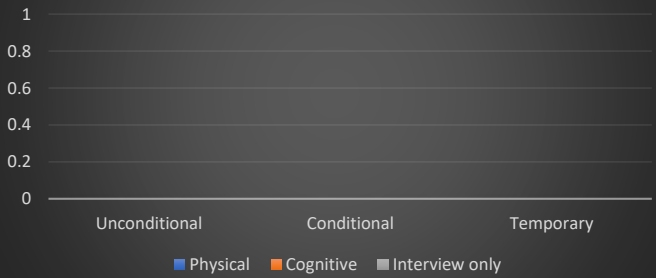
RECOMMENDATION:

- Receive and file the monthly ADA Certification services report(s).

DISCUSSION:

Mobility Management Partners (MMP) is VCTC's service provider for ADA Paratransit Eligibility Certification services. Attached please find the monthly ADA Certification services report, which is provided as a standing item for the TRANSCOM group.

Attachment(s): MMP ADA Certification Report (February 2022)

Feb-22								
		Feb	Jan	Dec	Nov	Oct	Sept	As of 3/17/2020, MMP closed their Camarillo office and began working remotely due to COVID-19 restrictions.
Call Center	Inbound ADA Calls	405	386	369	351	376	347	
	Outbound ADA calls	338	322	201	191	243	195	
	Average hold time (in seconds)	TBD	TBD	TBD	6.31	5.53	3.41	
	Outbound Area Transmittals	2	7	5	4	7	5	
	Inbound Area Transmittals	6	2	8	14	8	5	
Applications Received	Recertification	113	120	86	85	123	136	Riders requesting service outside of Ventura County
	New Applications	37	23	49	47	41	37	Riders requesting service into Ventura County
Applications Received by Service Area	Camarillo Area	11	14	11	10	23	16	Applications by Language 
	Gold Coast Area	70	59	47	57	50	61	
	Valley Express Area	2	6	6	12	11	6	
	Moorpark Area	1	4	2	4	4	3	
	Simi Valley Area	25	38	37	29	51	49	
	Thousand Oaks	40	22	30	19	24	35	
	Out of County	1	0	2	1	1	3	
Completed Determinations by Evaluation Type	Complete, with Functional Evaluation	0	0	0	0	0	0	Evaluations by Age and Determination Type 
	Complete, Interview w/o Functional Evaluation	0	0	0	0	0	0	
	Complete, Special Circumstance (no Interview)	28	13	33	20	26	28	
	Complete, Over 85+	6	2	3	6	6	5	
	Complete, Phone Interview	12	9	16	16	15	5	
	Complete, Short-term Certification (60 days)	0	0	0	1	0	0	
	Complete, Recertifications	103	107	85	76	110	133	
	Completed Determinations	149	131	137	119	157	171	
Delays in Processing (Cumulative)	Due to incomplete application by client	8	3	2	4	2	5	
	Pending Professional Evaluation (PE)	14	14	16	13	17	8	
	Applications that failed to meet 21 day rule	0	0	0	0	0	0	
	Applicants awaiting phone interviews	1	1	0	0	0	1	
Assessments	Assessment Categories		Total	CAM	VCTC	SIMI	T.O.	In-person Interviews by Eligibility and Assessment Type 
	With Physical Assessment		0	0	0	0	0	
	With Cognitive Assessment		0	0	0	0	0	
	Interview only (at assessment sites)		0	0	0	0	0	
	No Shows for Phone Interview		0	0	0	0	0	
	Total Number of appointment days		0	0	0	0	0	
Determinations by Eligibility					Total	%		
Unconditional (including S.C., Over 85+ , Phone interviews, short-term)					139	93%		
Conditional					6	4%		
Temporary					4	3%		
Denials					0	0%		
Short Term					0	0%		

Feb-22

Feb-22				
Applications Received - GCT Area Cities	Feb	Jan	Dec	Nov
Casitas Springs	0	0	0	0
Meiners Oaks	0	0	0	0
Miramonte	0	0	0	0
Ojai	4	2	1	7
Oak View	0	1	1	2
Oxnard	35	34	26	24
Saticoy	0	0	0	0
Port Hueneme	9	5	3	4
Ventura	22	17	16	20
Applications Received-Valley Express Area Cities				
Fillmore	0	0	0	5
Piru	0	0	0	0
Santa Paula	2	6	6	7



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Item 8

March 9, 2022

MEMO TO: TRANSIT OPERATORS TECHNICAL ADVISORY COMMITTEE
FROM: AMANDA FAGAN, DIRECTOR OF PLANNING & SUSTAINABILITY
SUBJECT: VEHICLE MILES TRAVELED ADAPTIVE MITIGATION PROGRAM – TRANSIT OPERATIONS

RECOMMENDATION:

- Receive a presentation on the Vehicle Miles Traveled (VMT) Adaptive Mitigation Program (AMP) and provide feedback on including Transit Operations in the Program.

BACKGROUND:

The Ventura Council of Governments (VCOG), in partnership with the Ventura County Transportation Commission (VCTC), is developing a Vehicle Miles Traveled (VMT) Adaptive Mitigation Program (AMP). The program is intended as a transportation impact mitigation program to streamline California Environmental Quality Act (CEQA) processes for housing development. This Program is part of a suite of VCOG programs to assist the Cities and County of Ventura in developing housing under the Southern California Association of Governments (SCAG) Regional Early Action Planning (REAP) Subregional Partnership Program.

In 2013, the California State Legislature passed, and the Governor signed into law, Senate Bill (SB) 743. The intent of SB 743 is to balance the needs of congestion management with statewide goals related to infill development, promotion of public health through active transportation, and reduction of greenhouse gas emissions. As a result, traffic congestion and vehicle delay can no longer be considered a significant impact on the environment within California Environmental Quality Act (CEQA) transportation analysis. SB 743 shifts away from using Level of Service (LOS) to measure transportation impacts under CEQA, to using Vehicle Miles Travelled (VMT) as a measure of significance.

The County of Ventura, incorporated cities, and other CEQA lead agencies in the County have established, or will establish, their own respective VMT Thresholds of Significance. Though SB 743 does not include a statutory role for regional transportation planning agencies such as VCTC, the Commission's efforts to coordinate transportation planning across the region, ownership of the Ventura County Transportation Model (VCTM), and multiple requests from local agency staff for VCTC assistance suggested a role for VCTC to support SB 743 implementation. This support has included an update to the VCTM to provide data to assist jurisdictions to establish baseline VMT and information sharing.

In the latter half of 2020, VCOG proposed and received approval from SCAG for a REAP Grant. The REAP Program is funded by the State of California Department of Housing and Community Development. Project

5 of the VCOG REAP grant includes development of a “Vehicle Miles Travelled Adaptive Mitigation Program”. The intent of the VMT Adaptive Mitigation Program (AMP) is to foster housing development, especially affordable housing, by streamlining the CEQA review process with regards to VMT impacts and would include a range of VMT mitigation measures from which a project’s CEQA lead agency may choose. The Program will be available to jurisdictions on a voluntary basis.

With assistance from VCTC, VCOG issued a Request for Proposals and selected a consultant to undertake the VMT AMP development effort. Iteris serves as the prime consultant, with support from Rincon and DTA.

DISCUSSION:

The VMT AMP is a “CEQA Streamlining” program that will be a resource and option for CEQA lead agencies to provide a legally defensible set of strategies to avoid or mitigate potential VMT transportation impacts. This would reduce the need to prepare an Environmental Impact Report (EIR) by providing options for VMT-reduction project features and mechanisms for VMT reduction mitigation to address transportation impacts. Each lead agency would continue to set its own VMT thresholds of significance and CEQA approval processes.

As initially envisioned, the program would provide the substantial evidence analysis of VMT reduction strategies whether directly integrated within a proposed project or as mitigation options. As part of the Program, countywide analysis of infill development and low-VMT areas would indicate areas where housing development would have less than significant VMT transportation impacts. The program would also provide a managed set of specific pre-analyzed mitigation projects to provide a fee option (\$ per VMT reduced) which could be used when the proponent or lead agency are unable to identify adequate mitigation. The Mitigation Bank, administered by VCTC, would provide applicants the option of offsetting forecasted VMT impacts by paying a fee to support multimodal transportation improvements while providing mitigation monitoring. The fee program could also potentially be used to address VMT impacts of non-residential projects.

Based on feedback from agency stakeholders to investigate the potential use of the mitigation fee for transit operations, we performed additional analysis calculating the level of fee to include transit operations, or at the very least joint development funds. We want to discuss if there are practical, potential mechanisms for funding for transit agencies through this program.

Other program components include CEQA streamlining to avoid impacts (i.e. technical analysis of VMT reduction strategy effectiveness, and analysis of low-VMT areas where development is likely to be less than significant).

A Project Development Team (PDT) has been established to provide feedback from the cities and County on program framework, nexus report, draft program, and deployment of the final adopted program. The project team will collect data from program partners on CEQA guidelines, VMT thresholds of significance, General Plan Housing Elements and allocations, transportation projects for inclusion in the program, and upcoming projects that include CEQA clearance.

Once developed, VCTC staff will present the program to the Commission for consideration of approval to administer the Program to be incorporated as a permanent VCTC program, with input from TRANSCOM and TTAC.



Item 9

March 09, 2022

MEMO TO: TRANSIT OPERATORS COMMITTEE
FROM: HEATHER MILLER, PROGRAM MANAGER
SUBJECT: FY 2021/22 LOW CARBON TRANSIT OPERATIONS PROGRAM (LCTOP) ALLOCATION

RECOMMENDATION:

- Approve the Ventura County Transportation Commission (VCTC) FY 2021/22 Low Carbon Transit Operations Program (LCTOP) Total Allocation Request of \$2,078,719 to fund the following projects:
 - a) Youth Free Fare Pilot Program
 - b) Metrolink Weekend Service
- VCTC staff also recommends that cities (Camarillo, Moorpark, Simi Valley and Thousand Oaks) contribute local shares of FY 2021/22 LCTOP funds totaling \$44,583 to the Youth Free Fare Pilot Program for inclusion in the FY 2021/22 total Allocation Request.

BACKGROUND:

The Low Carbon Transit Operations Program (LCTOP) is a Cap-and-Trade program established in 2014 with Senate Bill (SB) 862 that provides funds to public transportation agencies for investments in capital projects and service that reduce greenhouse gas (GHG) emissions and improve mobility with a priority on serving Disadvantaged Communities (DACs).

The State Controller's Office (SCO) announced FY 2021/22 LCTOP allocation amounts on February 28, 2022. The announced amounts exceeded expectations, amounting to more than double last year's allocation. The Cap-and-Trade program auctions tradeable permits (allowances) to the GHG emissions limit or cap. State portions are then deposited into the Greenhouse Gas Reduction Fund (GGRF), a portion of which funds the LCTOP program. The SCO allocates 50% of funds to regional entities and 50% of funds to transit agencies. VCTC's Section 99313 FY 2021/22 apportionment, based on county population, is \$2,034,136. The following table provides a breakdown of this year's allocations for Ventura County, including Section 99314 (funding to transit operators based on service levels/fare revenue, i.e., "local shares"):

LCTOP FY 2021/22	Allocation
Ventura County Transportation Commission (99313)	\$ 2,034,136
VCTC corresponding to SCRRA	\$ 214,227
City of Camarillo	\$ 12,673
Gold Coast Transit	\$ 72,092
City of Moorpark	\$ 5,062
City of Simi Valley	\$ 19,698
City of Thousand Oaks	\$ 7,150
TOTAL Allocation Request (excluding SCRRA and GCTD)	\$ 2,078,719

DISCUSSION:

In addition to the unprecedented amount of funds for the fiscal year, project applications are due March 25, 2022. Over the years, VCTC has sponsored two major projects for the region, the College Ride Program and the Saturday Metrolink Train Service. The College Ride program provides fare free transit to college enrolled students in Ventura County and has been co-sponsored with local shares from the cities of Camarillo, Moorpark, Simi Valley and Thousand Oaks. The intent of LCTOP funds is to help start a new viable service or program that can demonstrate GHG emission reductions and/or increase transit mode share with the idea that once established other funding sources would supplement and ultimately replace the LCTOP funding. Such projects are no longer considered new after five (5) years from the date of implementation. Since the College Ride program was started in FY 2017/18 with current funding identified to December 2023, the program is no longer eligible for new LCTOP funding. LCTOP funds do remain for the College Ride program due to the suspension of fare collection during the pandemic, and given anticipated trends in ridership, the program is expected to continue beyond the expected end date. The Metrolink Saturday Train service was initiated in FY 2018/19 and experienced a delayed launch in April 2021 due to the pandemic, and therefore qualifies for additional LCTOP funding.

With approximately half of VCTC's FY 2021/2022 LCTOP apportionment, VCTC is proposing to launch a new Youth Free Fare Pilot Program. The Youth Free Fare program is a free fare pilot program to eligible students (K-12) using LCTOP funds as fare buy down. All students can ride "for free" on all participating public transit services. Similar to the College Ride program, local transit operators would track student boardings and submit invoices to VCTC for fare reimbursement. Based on predicted levels of ridership and funding amount, the project is anticipated to be a two-year pilot program with a start date effective August 2022 and approximate end date of June 2024. Project allocation requests will be submitted by March 25 with release of funds to sponsoring agencies expected in July 2022. The project must begin within six (6) months of receipt of funding. There is no commitment to continue the program beyond two years. VCTC staff recommends that agencies (with the exception of SCRRA and GCTD) contribute local shares of FY 2021/22 LCTOP funds totaling \$44,583 to the Youth Free Fare Pilot Program for inclusion in VCTC's FY 2021/22 total allocation request of approximately \$1,061,651 in a similar arrangement as the College Ride Program.

The remaining amount of VCTC's 99313 LCTOP funds of \$1,017,068 would be used to support an additional train for the Metrolink Weekend Train service from Ventura County and stations in between to Los Angeles Union Station. Metrolink currently operates a Saturday morning train to LA with a return trip to Ventura in the PM. The new service would provide an additional train leaving LA in the morning to Ventura with a return trip to LA in the late afternoon. This dual service would provide LA residents an opportunity to spend a day in Ventura in addition to the opportunity of Ventura residents spending a day in LA. The current Saturday train service departs from and arrives back to the East Ventura Station (Montalvo). The newly funded program will extend this trip and the new train to the Ventura Station at the Ventura Fairgrounds. The FY 2021/22 LCTOP

Allocation Request of \$1,017,068 is expected to fund the current train an additional three (3) years and the new train service for two (2) years starting April 2023.

The approved TRANSCOM recommendation would go to the Ventura County Transportation Commission for approval on April 1, 2022.