

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: Honorable City Council

FROM: Dave Klotzle, City Engineer/Public Works Director 
Prepared by: Shaun Kroes, Senior Management Analyst 

DATE: June 8, 2011 (CC meeting of 07/20/11)

SUBJECT: Consider Amendment to VISTA-East Cooperative Agreement for Commuter Bus Services

BACKGROUND

In July, 1994 the Ventura Intercity Service Transit Authority (VISTA) began providing express commuter fixed route bus services through a Cooperative Agreement among the participating jurisdictions. The VISTA-East route links local transit systems in Moorpark, Simi Valley, and Thousand Oaks to Metrolink and other VISTA routes throughout Ventura County. The Cooperative Agreement provides funding for VISTA-East. It is renewed annually with an Addendum (attached) that documents how the cost will be distributed. The VISTA routes are administered for the member jurisdictions by the Ventura County Transportation Commission (VCTC).

The VISTA-East northbound makes eleven round trips on weekdays as does the southbound bus which also has one additional one-way trip. The Vista-East operates from approximately 6:00 a.m. to 7:30 p.m. with headways of about one hour between trips during peak hours and headways of about two hours between trips during off-peak hours on weekdays. On Saturdays, there are eight round trips from approximately 7:00 a.m. to 6:20 p.m. with headways of about one hour between trips during peak hours and headways of about two hours between trips during off-peak hours.

As the Council may recall, transit operators must meet a certain farebox ratio in order to receive Transportation Development Act (TDA) funding from the $\frac{1}{4}\%$ state sales tax. VISTA-East has had to meet a farebox ratio equal to 20% of its operating expenses. If the 20% is attained from the farebox revenue, the remaining 80% may be eligible for TDA or other state or federal subsidy. The VISTA-East route had a farebox ratio of 25.91% in the first six months of FY 2010/11. In January 2011, the fare for VISTA-East was increased

from \$1.00 to \$1.25 for regular passengers and from \$0.50 to \$0.60 for seniors 62+ and persons with disabilities. Children aged five and younger ride for free.

DISCUSSION

The VISTA-East Committee comprised of elected officials from the cities of Moorpark (Councilmember Millhouse), Simi Valley, and Thousand Oaks normally meet at a regular VCTC meeting to review and approve the annual amendment. This year, VCTC presented the agenda item at its June 3, 2011 meeting. Neither Councilmember Millhouse nor Councilmember Gillette (City of Thousand Oaks) was at the meeting. The agenda for the meeting included cost sharing arrangements and the VISTA-East Cooperative Agreement. The VCTC approved the Agreement on June 3, 2011, without the votes from Moorpark or Thousand Oaks. The individual cities can still determine whether or not to approve the Amendments as in past years. A rejection of the Amendment could result in the determination of an Unmet Transit Need if the VISTA-East service were to be changed as a result of a specific city's rejection.

The total annual cost to operate the VISTA-East service for FY 2011/12 is estimated to be \$698,706. The federal share is \$335,435. Anticipated fare revenue is \$85,793. The remaining cost of \$277,477 will be funded by the cities.

The VISTA-East Agreement requires that the three cities share costs based on population. Moorpark's population is 12.75% of the three-city total, slightly higher than last year's percentage of 12.72%. Moorpark's share of VISTA-East expense will be \$35,378.40 out of the total local cost of \$277,477.66. The proposed City FY 2011/12 Budget includes sufficient funds for VISTA-East.

FISCAL IMPACT

Moorpark's contribution for FY 2011/12 VISTA-East services is \$35,378.40. The City's adopted FY 2011/12 Budget includes the expense, which will be funded from the Local Transit Article 8C Fund (5000).

STAFF RECOMMENDATION

Authorize the Mayor to sign the Amendment to the Cooperative Agreement.

Attachment: Amendment, Route and Service Description, and Performance Reporting

**AMENDMENT (FY 2010/11)
TO COOPERATIVE AGREEMENT
FY 2001/02
VENTURA INTERCITY SERVICE TRANSIT AUTHORITY (VISTA)
EAST**

This Amendment (FY 2011/12) to the Cooperative Agreement FY 2001/02 VISTA East (“Amendment”) is made and entered into by and among the CITY OF MOORPARK (Moorpark), the CITY OF SIMI VALLEY (Simi Valley), the CITY OF THOUSAND OAKS (Thousand Oaks) and the VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC). Moorpark, Simi Valley and Thousand Oaks are collectively referred to herein from time to time as the “AGENCIES.”

This Amendment continues the VISTA East service, under the terms and conditions of the Cooperative Agreement, FY 2001/02, Ventura Intercity Service Transit Authority (VISTA) East (“Cooperative Agreement”), except to the extent amended hereby, for FY 2011/12.

The Cooperative Agreement is hereby amended as follows:

A. Section 3: Funding

For FY 2011/2012, the required local match shall be paid by the AGENCIES as stated below.

	<u>Percent</u>	<u>Approximate Net Share*</u>
City of Moorpark	12.75%	\$ 35,378.40
City of Simi Valley	43.06%	\$ 119,481.88
City of Thousand Oaks	44.19%	\$ 122,617.38

*Excluding Credit

B. Section 7: Meetings

Meetings of the AGENCIES and VCTC shall be held in accordance with the “Brown Act” at least once each fiscal year, and shall be held in conjunction with VCTC Board meetings. All decisions on service shall be made jointly by the AGENCIES participating in the local funding of this route, with each of the AGENCIES having one vote and majority vote ruling. The VCTC member of each of the participating AGENCIES shall be designated as a voting member.

C. (Revised) Attachment “A”- Route and Service Description- is attached and incorporated herein by this reference.

D. (Revised) Attachment “B”- Performance Reporting- is attached and incorporated herein by this reference.

Except as amended hereby, the terms and conditions set forth in the Cooperative Agreement shall remain in full force and effect.

In witness whereof, the parties hereto have executed this Agreement on the dates stated below.

CITY OF MOORPARK

By _____
Date

CITY OF SIMI VALLEY

By _____
Date

APPROVED AS TO FORM

City Attorney Date

CITY OF THOUSAND OAKS

By _____
Date

APPROVED AS TO FORM

City Attorney Date

**VENTURA COUNTY TRANSPORTATION
COMMISSION**

By _____
Date

APPROVED AS TO FORM

General Counsel Date

APPROVED AS TO CONTENT

Executive Director Date

Attachment A (Revised)

ROUTE AND SERVICE DESCRIPTION

The following is a general description of the VISTA-EAST COUNTY service, which may be revised and/or adjusted during the fiscal year by agreement of the AGENCIES.

The route is an intercity, fixed route, express bus service in eastern Ventura County with connections to adjacent Los Angeles County. The route includes stops at: Thousand Oaks Transit Center (Rancho Road), Oaks Mall, Westlake Boulevard/Townsgate Road and the Thousand Oaks Library in Thousand Oaks; the Simi Valley Town Center in Simi Valley; Moorpark College, and the Moorpark Metrolink Station in Moorpark.

On weekdays, service will operate between approximately 6 AM and 7 PM. In the morning and evening peak hours, the buses will run on approximately 60-minute headways. In the off-peak hours, the headways may increase to approximately 120 minutes. The peak hours will be a minimum of three hours in the morning and three hours in the afternoon.

Saturday service will operate between approximately 7 AM and 6 PM. The buses will run on approximately 60-minute headways. In the off-peak hours, the headways may increase to approximately 120 minutes. The peak hours will be defined in the final schedule, but it will be a minimum of three hours in the morning and three hours in the afternoon.

The schedule will be arranged to provide timed transfers with local and intercounty transit providers such as the Simi Valley Transit (which provides connecting access to the Simi Metrolink Station); Thousand Oaks Transit, the VISTA-101/Conejo Connection service, Moorpark Transit, and Los Angeles MTA as feasible.

VISTA EAST one-way passenger fares are: \$1.25 for adults between 21 and 61 years of age; \$1.25 for youth 6 to 20 years; and 60 cents for seniors aged 62 and older and for persons with disabilities. Children 5 and under ride free if accompanied by fare paying adult.

The SmartCard Passport fares are: adults \$50; youth \$50; seniors and persons with disabilities \$25. Purchased monthly, this passport is valid for unlimited trips on all Ventura County fixed-route public bus systems (not including inter-county service). A cash debit feature is also available.

Attachment B (Revised)

PERFORMANCE REPORTING

On a quarterly basis, VCTC will calculate and provide operating statistics and performance indicators for Weekday service, Saturday service, and for All Periods combined, for monthly, quarterly, and total year-to-date periods, to include:

- Farebox Revenues
- Farebox Recovery Ratio*
- Contractor Operating Cost
- Total Adjusted Operating Costs
- Passengers
- Total Operating Cost per Passenger
- Vehicle Service Hours
- Total Operating Cost per Vehicle Service Hour
- Passengers per Vehicle Service Hour
- Total Hours
- Vehicle Service Miles
- Passengers per Vehicle Service Mile
- Total Miles

* Farebox Recovery Ratios shown will be the adjusted ratio so that all transit systems may be compared equally. For all VISTA contract services, this means that operating costs equal the sum of operating and maintenance costs contained in each contract, or, conversely, contract costs minus all capital costs.