

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO:** The Honorable City Council

**FROM:** Mary Lindley, Parks, Recreation, and Community Services Director 

**Prepared by:** Shaun Kroes, Administrative Specialist 

**DATE:** January 19, 2006 (CC meeting of February 1, 2006)

**SUBJECT:** Consider Providing Comments on Possible Unmet Transit Needs to the Ventura County Transportation Commission and Receive Report on Unmet Transit Needs Findings and Goals

**SUMMARY**

On April 18, 2002, Council directed staff to prepare an annual report on Moorpark City Transit's performance regarding the findings and goals that the Ventura County Transportation Commission (VCTC) adopts each year at the conclusion of the Unmet Transit Needs process. Attachment "A" serves as this year's annual report on Moorpark's performance. The Council is being asked to review the annual report, provide comments, and direct staff to forward the comments to VCTC prior to February 13.

**DISCUSSION**

On February 6, 2006, VCTC will hold its annual public hearing on unmet Transit needs at Camarillo City Hall. The public may also fax, email, telephone, or mail comments to VCTC until February 13, 2006. The information on how to submit comments is on the attached flyer, Attachment "B". Staff advertised the comment period in the Moorpark City Transit buses, on the City cable TV Channel 10, and on the City website. The public was encouraged to submit their comments to VCTC. Additionally, information about the City Council's consideration of Unmet Transit Needs at its February 1, 2006 meeting was also distributed.

Most public transit operators in Ventura County use Local Transportation Funds (LTF) to support portions of their system. The LTF is authorized by the Transportation Development Act (TDA) and its revenue is derived from ¼ cent of the 7.25-cent retail sales tax collected statewide. LTF is distributed to the cities and counties based on population. This revenue, often referred to as TDA funds, must first be spent on transit needs that are "reasonable to

meet.” After those needs are met, any remaining TDA funds may be used for streets and roads by the receiving jurisdiction.

The specific requirement of the TDA act, Public Utilities Code (PUC) Section 99401.5(c), requires that the local transportation planning agency (VCTC) hold at least one public hearing each year for the purpose of soliciting comments on the Unmet Transit needs that may exist within the jurisdiction and that may be reasonable to meet by establishing or contracting for new public transportation or specialized transportation, or by expanding existing services. All Unmet Transit Needs that are deemed reasonable to meet must be funded before any allocation is made to streets and roads. The definition used to determine if a need is reasonable to meet is outlined on Attachment “C”.

According to PUC, VCTC must decide, by adopting a resolution, either that:

1. There are no Unmet Transit Needs;
2. There are no Unmet Transit Needs that are reasonable to meet; or,
3. There are Unmet Transit Needs, including needs that are reasonable to meet.

The resolution must include information that provides the basis for VCTC’s decision.

A number of the public comments received over the years do not fall into the category of “Unmet Transit Needs.” However, VCTC recognizes that they may be attainable operational changes. VCTC adopts some of these comments as goals. These goals, where applicable, are included in the City’s annual report and are differentiated from the Unmet needs Findings.

### **STAFF RECOMMENDATION**

Provide comments and direct staff to forward them to VCTC, prior to the end of the public comment period.

Attachment A – Report of Performance  
Attachment B – Transit Needs Flyer  
Attachment C – Unmet Needs Definition

**Report of Performance  
2005-2006 Unmet Transit Needs  
Moorpark City Transit**

The following information identifies the Unmet Transit Needs Findings adopted by VCTC including the Commission's approved goals for FY 2005-2006, and the City's efforts to meet the findings and goals where applicable.

**Findings adopted by VCTC May 6, 2005.**

1. Continue all existing bus services, including all demonstration services.
  - Moorpark City Transit continued its previous levels of service, operating two fixed route buses Monday – Friday. Route 1 operates from 6:00 a.m. to 5:30 p.m., and Route 2 operates from 6:40 a.m. to 6:10 p.m. Ridership grew to approximately 49,000 in FY 2004-2005, about 24% higher than last fiscal year. The service met the target farebox ratio of 14.95% for the year.
  
2. Continue all public senior and disabled services in all jurisdictions in the County.
  - This Fiscal Year, Moorpark senior and handicapped (ADA) Dial-A-Ride services continued, including the Intercity Dial-A-Ride paratransit service. Transportation to the congregate AAA meal site and discounted rates on Moorpark City Transit for seniors and disabled continued as well. Senior and disabled travel on Moorpark City Transit increased 6% in FY 2004-2005. One hundred and twenty-two seniors have signed up for the service. Ridership for all senior and disabled services grew 12% in FY 2004-2005 to 2,332 riders. This YTD FY 2005-2006 ridership appears to be on track with FY 2004-2005 ridership, and will likely exceed FY 2004-2005's ridership.
  
3. Transit service to the Ventura County Juvenile Justice Center (JJC) in El Rio will be provided by or through the County of Ventura, on a demonstration basis, in FY 2005-2006.
  - Ventura County Transportation Department entered into a three-year contract with MV Transportation to provide a demonstration shuttle service between the Esplanade (located in Oxnard) and the JJC. The service runs every half hour, 8:00 a.m. to 5:00 p.m. Monday through Friday. From Oxnard, passengers have access to other mass transit providers.

After adopting the recommendations listed above and based on the analysis of the written and verbal testimony provided to the Commission, the finding was that there are no unmet transit needs that are reasonable to meet.

**Notwithstanding the above findings, VCTC adopted the following goals.**

1. Complete a study of paratransit services and coordination in Ventura County to improve the service levels, improve coordination and ease of trip making, and maximize efficient use of resources.
  - VCTC has hired a consultant to perform a year-long study designed to assess the feasibility and potential benefits of coordinating human service transportation and public transit services. Specialized transportation services operated for the elderly, persons with disabilities and persons with special needs are the focus of the study. The City of Moorpark will be participating in this study as member of the study Ad Hoc group.
2. Obtain OWP funding for an updated study of passenger rail services between Ventura and Santa Barbara Counties, and complete the study.
  - Does not apply to Moorpark City Transit.
3. Encourage AMTRAK and Caltrans Division of Rail to adjust the schedule times of the Surfliner to better serve commuters traveling from Ventura to Santa Barbara County.
  - Does not apply to Moorpark City Transit.
4. Work with Tri-Counties Regional Center and the transit operators in Ventura County to identify opportunities for fixed-route service improvements that would serve Tri-Counties Regional Center clients who are able to ride public transit.
  - Moorpark City Transit has bus stops located at all VISTA East County bus stops, allowing for passengers to transfer to VISTA and from there to other destinations in Ventura County.

**VCTC will also continue to meet the following goals.**

1. Continue to pursue and identify funding to allow local agencies to install more bus benches and shelters, and transit information, where warranted and feasible.
  - The City completed installation of twelve bus shelters and benches May 6, 2005. Eight other bus shelters and benches had been installed prior to this in 2004. The City of Moorpark has the option of purchasing more bus shelters and benches that would benefit bus stops. Trash receptacles were installed at each bus stop that has a bus shelter. These receptacles have decreased litter, especially at the bus stop located at the corner of Tierra Rejada and Mountain Trail Street, which is a popular bus stop for Moorpark High School students. All bus stops have an updated map of both Route 1 and Route 2, as well as a schedule of both routes.

2. Continue to improve schedule coordination and transfer connections between different bus systems where operationally feasible.
  - VISTA East County connects with Moorpark City Transit. CUSA (the City's contractor) uses the same radio frequency for both services (VISTA and Moorpark City Transit) so that bus drivers can coordinate transfers between the services. This has improved inter-city connections. Moorpark City Transit schedules are designed to optimize transfers between VISTA and Moorpark City Transit. Additional information regarding VISTA and Moorpark City Transit is provided in Moorpark's comments section below.
3. Continue to adjust fixed route transit services stops and schedule throughout Ventura County as needed and operationally feasible.
  - The City of Moorpark routinely examines Moorpark City Transit schedule adherence. The City can use NEXTBUS to track the buses and review each bus's time at each bus stop to determine if the bus schedule needs to be adjusted.
4. Continue community outreach and marketing efforts to increase awareness of the availability of transit services for the general public, seniors and the disabled, to be coordinated by VCTC.
  - The City of Moorpark advertises its transit program in the Moorpark City Newsletter and Recreation Guide, which comes out quarterly. The Moorpark Summer Youth Bus Pass (\$20.00), which provides unlimited ridership for the Moorpark Beach Bus and Moorpark City Transit between June and the first half of September, gives Moorpark youth an opportunity to use the bus system for fun, which may increase their likelihood to continue using Moorpark City Transit throughout the year.
5. Continue to monitor the SCAT transit demonstration service in the El Rio/Nyland Acres area.
  - Does not apply to Moorpark City Transit.
6. Continue operation of NEXTBUS countywide and provide additional NEXTBUS signs at appropriate locations.
  - The NEXTBUS web pages are promoted on the Moorpark City buses, website, Ride Guide, and bus stops. NEXTBUS will be installed on new City buses prior to going into circulation.
7. Continue to ensure that bus stops and bus signage, vehicles, and operations are all in compliance with the Americans with Disabilities Act (ADA) requirements.
  - Moorpark City Transit has placed route maps and timetables on poles at bus stops to make them readable by a person sitting in a wheelchair. Bus stops are ADA compliant.

8. Continue to assist social service agencies in obtaining grant funding for equipment and rolling stock, utilizing Federal Section 5310 and any other funds available for those purposes.
  - Does not apply to Moorpark City Transit.

**Comments received affecting Moorpark.**

1. One citizen expressed a desire for additional transit service frequency in Moorpark, and improved connections with VISTA.
  - It is unlikely that Moorpark City Transit could sustain its farebox requirements if revenue hours were increased by adding service that is more frequent than the current one hour headway for each route. As ridership continues to increase, however, increasing service frequency will be taken into serious consideration. Many of Moorpark City Transit's bus stops are combo stops, allowing passengers to switch from Route 1 to Route 2 as needed, to help increase the opportunity to arrive at a passenger's desired location in a timely fashion. The bus drivers are able to communicate via radio to notify one another of passengers wishing to make a transfer.
  - This fall, VISTA adjusted its East County route schedule to provide trips to the new Simi Valley Town Center. By doing this, Moorpark residents now have the benefit of selecting which VISTA bus to use to arrive at their desired location faster. Before the adjustment, Moorpark was the last stop of the East County route. Now, Moorpark is between Simi Valley and Thousand Oaks. Passengers who wish to go to Simi Valley can choose a VISTA bus that goes directly to Simi Valley, or, if they want to go to Thousand Oaks, can select a VISTA bus that goes directly to Thousand Oaks. The VISTA East County Southbound route (to Thousand Oaks) also added an extra trip (from 11 trips to 12 trips).
  - The average wait time between Moorpark City Transit and VISTA East County Northbound is 19 minutes. The average wait time between Moorpark City Transit and VISTA East County Southbound is 30 minutes. This gives passengers plenty of time between transfers in the event that one of the routes has an incident and is delayed. As mentioned above, Moorpark City Transit and VISTA bus drivers work for CUSA, and consequently, are within radio contact with one another in the event that they have a transfer. This is especially handy during a few trips where both Moorpark City Transit and VISTA East County buses arrive and depart from the same stop within a couple of minutes from one another.
  - VCTC's response to this comment was that it is not an Unmet Need, but an operational improvement.

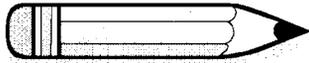
# DO YOU HAVE TRANSIT NEEDS?

## Ventura County Transportation Commission Announces Its Public Hearing On Transit Needs

The Ventura County Transportation Commission (VCTC) would like to hear your views on public transit service needs within Ventura County, and between Ventura County and Los Angeles/Santa Barbara counties as part of its process to identify unmet transit needs which it can reasonably meet.

Are transit services adequate, or are there specific areas in which unmet transit needs could be reasonable to meet through the expansion of existing transportation systems, by establishing new systems, or by contracting for service from private operators? VCTC is especially interested in hearing about the specific transit needs of senior citizens, persons with disabilities, persons of low income, and for environmentally sensitive areas.

There are several ways you can submit your comments:

	<p>Send them by mail to the Ventura County Transportation Commission, Unmet Transit Needs Process, 950 County Square Drive, Suite 207, Ventura CA 93003</p>
	<p>E-mail us at <a href="mailto:vkamhi@goventura.org">vkamhi@goventura.org</a> or through our web site at <a href="http://www.goventura.org">www.goventura.org</a></p>
	<p>Fax us at (805) 642-4860</p> <p>Call us at 1-800-438-1112</p>
	<p>Come to our public meeting:</p> <p style="text-align: center;"><b>WEDNESDAY, FEBRUARY 1, 2006</b> <b>7:00 P.M.</b> <b>MOORPARK CITY HALL –</b> <b>COUNCIL CHAMBERS</b> <b>799 MOORPARK AVENUE</b> <b>MOORPARK, CALIFORNIA</b></p>

**MONDAY, FEBRUARY 6, 2006**  
**1:30 P.M.**  
**CAMARILLO CITY HALL –**  
**COUNCIL CHAMBERS**  
**601 CARMEN DRIVE**  
**CAMARILLO, CALIFORNIA**



We look forward to hearing from you. All comments must be received by February 13, 2006.

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Item # 9 (f)

November 4, 2005

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: GINGER GHERARDI, EXECUTIVE DIRECTOR  
MARY TRAVIS, VCTC STAFF

SUBJECT: FY06/07 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS PUBLIC HEARING SCHEDULE, PROCEDURES AND DEFINITIONS OF "UNMET TRANSIT NEEDS" AND "REASONABLE TO MEET"

**RECOMMENDATIONS:**

- Review and approve the schedule, procedures and definitions of "Unmet Transit Needs" and "Reasonable to Meet" for the FY 06/07 Transportation Development Act (TDA) Unmet Transit Needs Public Hearing.

**DISCUSSION:**

Each year the State Transportation Development Act (TDA) requires the Commission hold a public hearing to collect information and develop findings about possible unmet public transit needs. The annual public hearing will take testimony on local and/or regional transit needs, and then develop findings that ensure that all reasonable transit needs are satisfied before TDA funds are allocated for street and road purposes.

A schedule for the FY 06/07 public hearing is attached. Included in the hearing schedule is the required review of the draft findings by VCTC's Citizen's Transportation Advisory Committee/Social Services Transportation Advisory Council (CTAC/SSTAC). The procedures for the hearing will be the same as in past years, that is, testimony will be sought from the public and local agencies interested in transportation. The testimony will be reviewed by VCTC staff and transit providers and analyzed in the context of the adopted definitions of "unmet transit needs" and "reasonable to meet".

A thorough discussion took place at the October CTAC/SSTAC meeting about the process and schedule for the FY 06/07 hearing, and also, the required definitions. Included as part of the discussion was a review of how other counties define the terms, and it was reassuring to discover that Ventura is setting the model for many other areas. Accordingly, staff is recommending the definitions stay basically the same.

**"Unmet Transit Need":**

"Unmet transit needs" are, at a minimum, those public transportation services that have been identified by substantial community input through the public hearing process or are identified in a Short Range Transit Plan, in local Americans with Disabilities Act (ADA) paratransit plans and/or in the Regional Transportation Plan that have not yet been implemented or funded.

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**"Reasonable to Meet":**

Following is the VCTC adopted definition of "Reasonable to Meet" including the recommended benchmarks for the passenger farebox recovery ratio for new transit services in Ventura County.

An unmet transit need shall be considered "reasonable to meet" if the proposed service<sup>(1)</sup> is in general compliance with the following criteria:

**Equity**

1. The proposed service will not cause reductions in existing transit services that have an equal or higher priority.
2. The proposed service will require a subsidy generally equivalent to other similar services.

**Timing**

1. The proposed service is in response to an existing rather than future transit need.

**Feasibility**

1. The proposed service can be provided within available funding.<sup>(2)</sup>
2. The proposed service can be provided with the existing fleet or under contract to a private provider.

**Performance**

1. The proposed service will not unduly affect the operator's ability to maintain the required passenger fare ratio for its system as a whole.
2. The proposed service will meet the scheduled passenger fare ratio standards as described in the recommended benchmarks for the passenger farebox recovery ratio for new transit services in Ventura County.
3. The estimated number of passengers to be carried will be in the range of other similar services, and/or, the proposed service provides a "link" or connection that contributes to the effectiveness of the overall transit system.

**Community Acceptance**

1. The proposed service has community acceptance and/or support as determined by the unmet needs public hearing record, inclusion in adopted programs and plans, adopted governing board positions and other existing information.

(1) Proposed Service is defined as the specific transit service identified as an unmet need (as defined) and which requires evaluation against this definition of "reasonable to meet".

(2) Per state law, the lack of available resources shall not be the sole reason for finding that a transit need is not reasonable to meet.

**RECOMMENDED BENCHMARKS FOR PASSENGER FAREBOX RECOVERY RATIO FOR NEW TRANSIT/PARATRANSIT SERVICES IN VENTURA COUNTY.**

The State has established a basic requirement in Section 99268 of the Public Utility Code for all proposed transit services in urban areas. This requirement is to achieve a 20% passenger fare ratio by the end of the third year of operation. A similar targeted passenger fare ratio of 10% exists for special services (i.e. elderly and disabled) and rural area services. (1) VCTC has established more detailed interim passenger fare ratio standards, which will be used to evaluate services as they are proposed and implemented, which are described below. Transit serving both urban and rural areas, per state law, may obtain an "intermediate" passenger fare ratio.

**END OF TWELVE MONTHS**

<u>Performance Level</u>		<u>Recommended Action</u>
<u>Urban Service</u>	<u>Rural/Special Services</u>	
Less than 6 %	Less than 3 %	Provider may discontinue service
3% or more	3% or more	Provider will continue service, with modifications if needed

**END OF TWENTY-FOUR MONTHS**

<u>Performance Level</u>		<u>Recommended Action</u>
<u>Urban Service</u>	<u>Rural/Special Services</u>	
Less than 10%	Less than 5%	Provider may discontinue service.
10% or more	5% or more	Provider will continue service, with modifications, if needed

**END OF THIRTY-SIX MONTHS (2)**

<u>Performance Level</u>		<u>Recommended Action</u>
<u>Urban Service</u>	<u>Rural/Special Services</u>	
Less than 15%	Less than 7%	Provider may discontinue service
15-20%	7-10%	Provider may consider modifying and continuing service
20% or more	10% or more	Provider will continue service, with modifications if needed

1) Per statute the VCTC may establish a lower fare ratio for community transit (dial-a-ride) services.  
 2) A review will take place after 30 months to develop a preliminary determination regarding the discontinuation of proposed services.

**Fiscal Year 06/07 Unmet Transit Needs Public Hearing and Process Schedule**

October 11, 2005	CTAC/SSTAC reviews and approves FY 06/07 unmet transit needs public hearing process, schedule and definitions
November 4, 2005	VCTC approves FY 06/07 unmet transit needs public hearing process, schedule and definitions
December 6, 2005	Letters/flyers are sent to community groups, social service agencies, transit operators, and the general public to announce the public hearing and information is posted on the <a href="http://www.goventura.org">www.goventura.org</a> website
January 3, 2006	Legal notice for public hearing published
January 24 and 31, 2006	Display advertisements on public hearing published in local English and Spanish language newspapers
January 24, 2006	Reminder notices on the public hearing sent to agencies/citizens
February 6, 2006	Public Hearing, 1:30 p.m. at Camarillo City Hall
February 13, 2006	5 PM, hearing record closed - no further public testimony accepted
March 9, 2006	Transit Operators Advisory Committee (TRANSCOM) reviews testimony and makes recommendations regarding the staff proposed findings
March 23, 2006	(Tentative Date) Managers Policy Advisory Committee (MPAC) reviews testimony and makes recommendations regarding the proposed findings
April 11, 2006	CTAC/SSTAC reviews testimony and makes recommendations regarding the staff proposed findings
April 17, 2006	1:30 p.m. at Camarillo City Hall - Hearing Board reviews and approves findings
May 5, 2006	10:00 a.m. at Camarillo City Hall - VCTC adopts Unmet Transit Needs Public Hearing Findings
May 8, 2006	Adopted findings are forwarded to the State for review
August 15, 2006	Deadline for State review of findings