

**MOORPARK CITY COUNCIL
AGENDA REPORT****TO: Honorable City Council****FROM: Yugal K. Lall, City Engineer/Public Works Director**
Prepared by: Shaun Kroes, Senior Management Analyst**DATE: December 18, 2008 (CC meeting of 01/07/09)****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 9, 2009.

DISCUSSION

On February 2, 2009, 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 9, 2009. 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 January 7, 2009 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
2008/09 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 2008/09, and the City's efforts to meet the findings and goals where applicable.

Findings adopted by VCTC May 2, 2008.

1. Continue all existing bus services, including the Conejo-Warner Center Shuttle ("Senior Concerns Shuttle") demonstration project.
 - 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 65,539 trips in FY 2007/08, an increase of 21.5% compared to FY 2006/07. The service's farebox ratio was 33.0%, meeting the target farebox ratio of 20.0% 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 Inter-City 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 39.90% in FY 2007/08. Trips performed on the Intra-City Dial-A-Ride program decreased 24.6% during FY 2007/08. Trips performed on the Inter-City ADA program decreased by 17.5%.

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 were no unmet transit needs that are reasonable to meet.

In addition to the Unmet Transit Needs Findings, VCTC also adopted transit goals. The following is the list of adopted goals that relate to Moorpark's transit programs.

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.
 - There are eighteen City bus shelters and twelve private bus shelters along the bus route-ways. There are two more City bus shelters installed at the Metrolink Train Station. Funding is currently available for five new bus shelters and benches. Staff is awaiting completion of its transit route adjustment study before moving forward with future bus shelter and bench installation.
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. Schedule coordination with VISTA, Metrolink, and Amtrak are part of the current transit route adjustment study.
3. Continue to adjust fixed route transit services, stops and schedules throughout Ventura County as needed and operationally feasible.
 - The City of Moorpark continues to review its operating hours and schedules to determine if adjustments can or should be made to accommodate as many passengers as possible.
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. VCTC continues its own public outreach efforts for its transit programs.
5. 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.

6. 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.
7. Continue to provide Senior Nutrition Transportation services throughout the county.
 - The City of Moorpark has participated in the Senior Nutrition Program for several years. Passengers are able to travel to and from the Active Adult Center using Moorpark City Transit and Paratransit services free of charge. The City of Moorpark receives grant funding from VCTC to participate in the program.

In addition to the Unmet Transit Needs Findings and adopted transit goals, VCTC did receive a few comments specifically related to Moorpark City Transit. None of the comments were determined to be Unmet Needs, however, City staff has provided follow up information.

1. One person commented that the City's bus routes were too far from his home in the 4200 block of Granadilla Drive. The resident also requested a bus shelter and bench be provided at Peach Hill Park. Another person made a similar request for covered bus shelters at Peach Hill Park.
 - Staff has taken this request into consideration and will determine its feasibility based upon the transit route adjustment study.
2. One person requested that the City buses run twice as often (increasing to two buses running 30 minutes apart on each route).
 - The City's current bus routes operate about 60 minutes apart. Decreasing the amount of time between bus trips is being explored by the transit route adjustment study at this time.
3. One person requested that the Moorpark transit ADA lifts operate better.
 - This has been a topic investigated by City staff. City transit vehicles currently operate standard floor buses, which utilize an under-vehicle lift (UVL). When this particular type of lift fails, its manual override is difficult and time consuming for the bus drivers to utilize. Staff has investigated and will propose low-floor buses for future bus purchases. Low floor buses allow the use of a wheelchair ramp instead of a UVL. The lifts are much easier for bus operators to handle; if their mechanical system fails, the driver can simply flip the ramp over without the need of any hand pumps or other mechanical devices. Many transit operators have made the transition from standard-floor buses to low-floor buses, including the Cities of Thousand Oaks and Simi Valley. In the mean time, staff has had

discussions with the City's current transit operator, CUSA, regarding the necessity of keeping existing wheelchair lifts operational, and removing vehicles from the day's service as soon as the wheelchair lift becomes unavailable.

4. One person requested that City transit vehicles have more spaces for riders in wheelchairs.
 - All City transit buses can accommodate two wheelchairs per bus. The current number of spaces for wheelchairs meet ADA requirements. Some transit vehicles can now accommodate three wheelchair spaces. Staff will consider this option for future bus purchases.

5. One person requested direct Inter-City Paratransit travel between Moorpark and Simi Valley instead of the existing transfer service.
 - City Council directed staff at its January 16, 2008 Council meeting to explore the feasibility of expanding its service to include travel into the City of Simi Valley instead of using transfer points. City staff estimated that the cost to provide direct service into Simi Valley would be \$630 per month, or 14% higher than existing service costs. That cost did not include non-revenue miles that MV Transportation could request if the vehicle were empty. If non-revenue miles were included, monthly costs were projected to increase \$2,380 per month, or 53% higher than existing service costs. It was determined that it was not feasible at the time to provide direct travel into the City of Simi Valley.

 - City Council also directed staff to explore the feasibility of establishing a second transfer point for Inter-City Dial-A-Ride Paratransit services at the Simi Valley Town Center. A second transfer point was established at the Simi Valley Town Center on March 3, 2008. The location has restrooms, security guards, a mall office in case assistance is needed, as well as an elevator to the Simi Valley Town Center itself. The Inter-City Dial-A-Ride Paratransit service continues to also utilize the original transfer point established at 591 Country Club Drive in Simi Valley. The respective transfer point is used based upon the most efficient route and passenger preference.

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 vkamhi@goventura.org or through our web site at www.goventura.org</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>WEDNESDAY, January 7, 2009 7:00 P.M. MOORPARK CITY HALL – COUNCIL CHAMBERS 799 MOORPARK AVENUE MOORPARK, CALIFORNIA</p>
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<p>MONDAY, FEBRUARY 2, 2009 1:30 P.M. CAMARILLO CITY HALL – COUNCIL CHAMBERS 601 CARMEN DRIVE CAMARILLO, CALIFORNIA</p>	
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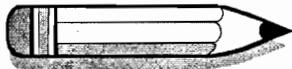
We look forward to hearing from you. All comments must be received by February 9, 2009.

La Comisión de Transporte del Condado de Ventura le invita a presentar sus comentarios ante una Audiencia Pública acerca de los Servicios de Transporte

La Comisión de Transporte del Condado de Ventura (VCTC) le invita a participar en un foro acerca de los servicios de transporte públicos dentro del Condado de Ventura, y entre el Condado de Ventura y los Condados de Los Angeles y Santa Bárbara. Es parte del proceso para identificar servicios de transportacion que faltan que pueden proveer razonablemente.

¿Son adecuados los servicios de transporte? ¿Son suficientes? ¿Existen aún sectores especificas que no cuentan con medios de transporte adecuados? ¿Se podría proporcionar un mejor servicio de transporte a través de la expansión de los sistemas actualmente en existencia, a través del establecimiento de nuevos sistemas, o mediante los servicios de operadores del sector privado? A VCTC le interesa especialmente saber cuales son las necesidades de transporte de las personas de la tercera edad, de las personas discapacitadas, personas de bajos ingresos y la necesidad de transporte en las regiones con condiciones ambientales vulnerables.

Existen varias formas de presentar sus comentarios:

   	<p>Envíenos por correo a: Ventura County Transportation Commission, Unmet Transit Needs Process, 950 County Square Drive, Suite 207, Ventura CA 93003</p> <p>Un mensaje por el correo electrónico a vkamhi@goventura.org o por nuestra telaraña de pagina a www.goventura.org</p> <p><u>Llamenos al 1-800-438-1112</u></p> <p>Envíenos un Fax al (805) 642-4860</p> <p><u>Asista a nuestra audiencia pública (y visite nuestra página electrónica para tener la oportunidad de hacer comentarios al Concejo Municipal y a la Mesa Directiva de Supervisores del Condado).</u></p> <p>MIÉRCOLES, 7 DE ENERO DE 2009 7:00 P.M. MOORPARK CITY HALL - COUNCIL CHAMBERS 799 MOORPARK AVENUE MOORPARK, CA</p>
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<p>LUNES, 2 DE FEBRERO DE 2009 1:30 P.M. CAMARILLO CITY HALL – COUNCIL CHAMBERS 601 CARMEN DRIVE CAMARILLO, CA</p>	
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Esperamos su participación. Todos los comentarios deberán ser recibidos para el 9 de Febrero



ITEM #9F

December 5, 2008

MEMO TO: VENTURA COUNTY TRANSPORTATION COMMISSION

FROM: MARY TRAVIS, MANAGER OF TDA & RAIL PROGRAMS

SUBJECT: FY09/10 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS PUBLIC HEARING SCHEDULE, PROCEDURES AND DEFINITIONS OF "UNMET TRANSIT NEEDS" AND "REASONABLE TO MEET"

RECOMMENDATIONS:

- Approve the schedule, procedures and definitions of "Unmet Transit Needs" and "Reasonable to Meet" for the FY 09/10 Unmet Transit Needs Public Hearing.
- Chair request volunteers from Commission sit as public hearing board to take testimony February 2, 2009 and review findings/recommendations April 20, 2009.

DISCUSSION:

Each year, the State Transportation Development Act (TDA) requires a public hearing be held to discuss public transit. The purpose of the annual public hearing is to 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 can be allocated for street and road purposes. The testimony is reviewed against adopted definitions describing what are "unmet transit needs" and what is "reasonable to met".

A schedule for the FY 09/10 public hearing is attached. A Hearing Board will be appointed by the Chair, and they will hold the public hearing Monday, February 2, 2009 at 1:30 PM at Camarillo City Hall, and then, review the testimony and draft staff findings/recommendations at the same time and place on April 20, 2009. The procedures for the hearing will be the same as in past years, that is, testimony will be collected from the public and local agencies interested in transportation. Testimony can be submitted by letter, email, telephone call to VCTC's toll-free "800" number and/or by appearing at the public hearing. 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".

Two years ago, a thorough discussion took place at VCTC's Citizen's Transportation Advisory Committee/Social Services Transportation Advisory Council (CTAC/SSTAC) about the required definitions used in the hearing process. 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⁽¹⁾ 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.⁽²⁾
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.

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. (1)

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 09/10 Unmet Transit Needs Public Hearing and Process Schedule

December 2, 2008	CTAC/SSTAC reviews FY 09/10 unmet transit needs public hearing process, schedule and definitions
December 5, 2008	VCTC approves FY 09/10 unmet transit needs public hearing process, schedule and definitions
December 8, 2008	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 www.goventura.org website
January 2, 2009	Legal notice for public hearing published
January 12 and 26, 2009	Display advertisements on public hearing published in local English and Spanish language newspapers
January 19, 2009	Reminder notices on the public hearing sent to agencies/citizens
February 2, 2009	Public Hearing, 1:30 p.m. at Camarillo City Hall
February 9, 2009	5 PM, hearing record closed - no further public testimony accepted
March 12, 2009	Transit Operators Advisory Committee (TRANSCOM) reviews testimony and makes recommendations regarding the staff proposed findings
March 19, 2009	(Tentative Date) Managers Policy Advisory Committee (MPAC) reviews testimony and makes recommendations regarding the proposed findings
April 14, 2009	CTAC/SSTAC reviews testimony and makes recommendations regarding the staff proposed findings
April 20, 2009	1:30 p.m. at Camarillo City Hall - Hearing Board reviews and approves findings
May 1, 2009	10:00 a.m. at Camarillo City Hall - VCTC adopts Unmet Transit Needs Public Hearing Findings
May 4, 2009	Adopted findings are forwarded to the State for review
August 15, 2009	Deadline for State review of findings