



AGENDA

CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE/ SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (CTAC/SSTAC)

TUESDAY, OCTOBER 10, 2017 -- 1:30 PM – 3:30 PM

County Government Center – Hall of Justice Pacific Meeting Room
800 South Victoria Avenue, Ventura, CA 93009

- 1. CALL TO ORDER**
- 2. SELF INTRODUCTIONS**
- 3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA**
- 4. APPROVAL OF 9/12/17 MEETING SUMMARY –PG. 3**
- 5. APPROVE FY 2017/18 UNMET TRANSIT NEEDS PUBLIC HEARING SCHEDULE, DEFINITIONS OF "UNMET TRANSIT NEEDS" AND "REASONABLE TO MEET" – PG. 5**
- 6. CONGESTION MITIGATION AND AIR QUALITY (CMAQ) AND TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE AND PEDESTRIAN PROGRAMS UPDATE- PG. 11**
- 7. CHAIRMAN'S REPORT**
- 8. COMMITTEE MEMBER REPORTS**
- 9. ADJOURN TO DECEMBER 12, 2017**

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Item #4

MEETING SUMMARY

CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE/ SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (CTAC/SSTAC)

TUESDAY, SEPTEMBER 12, 2017 -- 1:30 PM – 3:30 PM

County Government Center – Hall of Justice Pacific Meeting Room
800 South Victoria Avenue, Ventura, CA 93009

1. CALL TO ORDER

The meeting was called to order by Chair Miranda Patton.

2. SELF INTRODUCTIONS

3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

4. APPROVAL OF 5/9/17 MEETING SUMMARY

Bruce Rokos made a motion to approve the summary. The motion was seconded by Deuk Perrin and passed unanimously.

5. FY 2017/18 CTAC/SSTAC MEETING SCHEDULE

Chaise Rasheed made a motion to approve the 2017/18 CTAC/SSTAC Meeting Schedule. The motion was seconded by Todd Oberson and passed unanimously.

6. APPROVE PRIORITY RANKING FOR COMBINED CALL-FOR-PROJECTS FOR CONGESTION MITIGATION AND AIR QUALITY (CMAQ) FUNDS AND TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE AND PEDESTRIAN FUNDS

Miranda Patton questioned the scoring for the City of Camarillo Springville Bike Trail Phase 1, noting that the project was not awarded points for safety and that it should have scored higher due to project readiness.

She also questioned why the Camarillo US-101 Northbound Auxillary Freeway Lanes project is not eligible for CMAQ. Staff responded that Aux Lanes are not operational.

On the application she would like to see more information on what should be included in the project description, along with an example of what a 5 out of 10 would look like in a category, and to also mention that pictures included in the application would gain more points for the project.

She asked for an explanation of how the cut offs were derived. Staff replied that the first cut off was based on the amount of available funds to cover the projects in order of ranking. The lower cut off was somewhat arbitrary and could be adjusted if that is what the committee wants.

A suggestion was made to create a sub-committee to work with staff to refine the criteria and process in future Calls for Projects for these funds. Susan Leech would like to be on the sub-committee.

Sandra Aldana made a motion to shift the projects scoring 53 and 52 points (Rice Road Bike Lanes, Springville Bike Trail and Los Feliz Drive Sidewalk Project) above the line to be included on the shelf list and:

- *Recommend the Commission program \$6,760,318 CMAQ funds and \$1,228,399 in TDA Article 3 Bicycle & Pedestrian funds (for a total of \$7,988,717) to the non-transit projects prioritized "above the line" in Attachment B.*
- *Recommend the Commission approve the Rice Road project requested CMAQ funds of \$1,156,202 for the shelf list, should the funds become available in FY 2018/19 or before, with the stipulation that TTAC and CTAC need not be consulted again for this project to be approved from the shelf list.*
- *Recommend the Commission approve the FY 2017/18 TDA Article 3 allocations of \$697,219 as shown in Attachment C.*

The motion was seconded by Susan Leech and passed, with Miranda Patton in opposition.

7. CHAIRMAN'S REPORT

Miranda Patton reported that she attended VCTC meetings over the summer and was happy to see that a US Bicycle Route is in the process of being established.

She also suggested that prior to the beginning of next year's CTAC/SSTAC meetings we hold a new member workshop.

8. COMMITTEE MEMBER REPORTS

Susan Leech said Ojai received a large Active Transportation Program (ATP) grant and that her work with complete streets has enhanced her understanding of what we do here.

Chaise Rasheed said there is a new Thousand Oaks bus route, #2B. All runs next week between teen and senior centers and CLU will be free to riders.

9. ADJOURN TO OCTOBER 10, 2017



Item #5

October 10, 2017

MEMO TO: CTAC/SSTAC

FROM: MARTIN R. ERICKSON, PUBLIC TRANSIT DIRECTOR

SUBJECT: FY 18/19 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS SCHEDULE, PROCEDURES AND DEFINITIONS OF "UNMET TRANSIT NEEDS" AND "REASONABLE TO MEET"

RECOMMENDATION:

- Receive and file

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 meet".

A schedule for the FY 18/19 public hearing is attached. A public hearing is required by the State to approve the Unmet Needs process.

For the past two years, VCTC has utilized an on-line comment tool for soliciting comments countywide garnering hundreds of comments and facilitating the public's ability to provide input. Additionally, beginning last year, VCTC chose to hold its required public hearing at the regular Commission meeting (in large part to avoid schedule conflicts that arise with coordinating a separate unmet needs public hearing and hearing board). Moreover, having the hearing at a regular Commission meeting allows transit users interested in testifying to do so before the entire Commission instead of only a few Commissioners.

The testimony will be reviewed by CTAC/SSTAC for discussion so they can take action appropriately prior to reviewing VCTC's staff recommendation. The CTAC/SSTAC also has the option of submitting a formal recommendation in addition to the Staff recommendation to the May Commission meeting.

The definition of "unmet transit needs" and "reasonable to meet" remain unchanged from last year's adoption by the CTAC/SSATAC and the Commission and they are presented in the attachment for reference.

“UNMET TRANSIT NEED”

Public transportation services identified by the public with sufficient broad-based community support that have not been funded or implemented. Unmet transit needs identified in a government-approved plan meet the definition of an unmet transit need. Sufficient broad-based community support means that persons who will likely use the service on a routine basis demonstrate support: at least 15 requests for general public service and 10 requests for disabled service.

Includes:

- Public transit services not currently provided to reach employment, medical assistance, shop for food or clothing, to obtain social services such as health care, county welfare programs and education programs. Service must be needed by and benefit the general public.
- Service expansions including new routes, significant modifications to existing routes, and major increases in service hours and frequency

Excludes:

- Operational changes such as minor route changes, bus stop changes, or changes in schedule
- Requests for minor extended hours
- Service for groups or individuals that is not needed by or will not benefit the general public
- Comments about vehicles, facilities, driver performance and transit organizational structure
- Requests for better coordination
- Requests for reduced fares and changes to fare restrictions
- Improvements funded or scheduled for implementation in the following year
- Future transportation needs
- Duplication or replacement of existing service

“REASONABLE TO MEET”

Outcome	Definitions	Measures & Criteria
<i>Equity</i>	The proposed service will not cause reductions in existing transit services that have an equal or higher priority	Measures: Vehicle revenue service hours and revenue service miles. Criteria: Transit vehicle service hours and miles will not be reduced on existing routes to fund the proposed service
<i>Timing</i>	The proposed service is in response to an existing rather than future transit need	Criteria: Same as definition that proposed service is in response to an existing rather than future transit need; based on public input
<i>Feasibility</i>	The proposed service can be provided with the existing fleet or under contract to a private provider	Measure: Vehicle spare ratio: Transit system must be able to maintain FTA's spare ratio requirement of 20% (buses in peak service divided by the total bus fleet cannot fall below 20%). If less than 20%, can additional buses be obtained (purchased or leased) or can service be provided under contract to a private provider?
<i>Feasibility</i>	There are adequate roadways to safely accommodate transit vehicles	Measure & Criteria: Route inspection to determine adequacy of infrastructure to accommodate transit vehicles and passengers.
<i>Cost Effectiveness</i>	The proposed service will not unduly affect the operator's ability to maintain the required passenger fare ratio for its system as a whole	Measure: Total estimate annual passenger fare revenue divided by total annual operating cost (the entire service including the proposed service) Criteria: fare revenue/operating cost cannot fall below the operator's required passenger fare ratio.
<i>Cost Effectiveness</i>	The proposed service will meet the scheduled passenger fare ratio standards described in Attachment A	Measures and criteria in Attachment A.
<i>Service Effectiveness</i>	Estimated passengers per hour for the proposed service will not be less than the system-wide average after three years.	Measure: Passengers per hour. Criteria: Projected passengers per hour for the proposed service is not less than 70% of the system-wide average (without the proposed service) at the end of 12 month of service, 85% at the end of 24 months of service, and 100% at the end of 36 months of service.

PASSENGER FARE RATIOS

It is desirable for all proposed transit services in urban areas to achieve a 20% passenger fare ratio by the end of the third year of operation. A passenger fare ratio of 10% is desired for special services (i.e., elderly and disabled) and rural area services*. More detailed passenger fare ratio standards, which will be used to evaluate services as they are proposed and implemented, are described below. Transit service both urban and rural areas, per state law, may obtain an "intermediate" passenger fare ratio.

Urban Service	Rural Service	Recommended Action
New Service Performance Criteria: End of Twelve Months		
Less than 6%	Less than 3%	Provider may discontinue service
6% or more	3% or more	Provider will continue service, with modifications if needed
New Service Performance Criteria: End of Twenty-four Months		
Less than 10%	Less than 5%	Provider may discontinue service
10% or more	5% or more	Provider will continue service, with modifications if needed
New Service Performance Criteria: End of Thirty-Six Months **		
Less than 15%	Less than 7%	Provider may discontinue service
15% to 19%	7% to 9%	Provider may consider modifying and continue service
20% or more	10% or more	Provider will continue service, with modifications if needed
<i>*Per statute the VCTC may establish a lower fare for community transit (dial-a-ride) services.</i>		
<i>**A review will take place after 30 months to develop a preliminary determination regarding the discontinuation of proposed services</i>		

Fiscal Year 18/19 Unmet Transit Needs Public Hearing and Process Schedule

October 10, 2017	CTAC/SSTAC reviews and approves definitions and unmet needs schedule
November 3, 2017	VCTC approves FY 18/19 Unmet Transit Needs schedule and definitions
December 14, 2017	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 1, 2018	30 day legal notice for public hearing appears in print on VC Star, La Vida News
February 2, 2018	Public Hearing 9:00 AM, Camarillo City Hall (in conjunction with VCTC meeting)
March 13, 2018	CTAC/SSTAC to review draft findings
April 10, 2018	CTAC/SSTAC approves unmet needs findings and staff recommendation
May 4, 2018	9 am Camarillo City Hall: - VCTC Unmet Needs Staff Presentation of Findings and Public Hearing - VCTC adopts Unmet Transit Needs Public Hearing Findings
June 1, 2018	VCTC adopts FY18-19 TDA apportionments
August 15, 2018	Deadline to submit to State for review of findings

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Item #6

October 10, 2017

**MEMO TO: CITIZENS ADVISORY COMMITTEE / SOCIAL SERVICE TRANSPORTATION
ADVISORY COMMITTEE**

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

**SUBJECT: CONGESTION MITIGATION AND AIR QUALITY (CMAQ) AND TRANSPORTATION
DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE AND PEDESTRIAN PROGRAMS
UPDATE**

RECOMMENDATION:

- Receive and file.

BACKGROUND:

At the last meeting CTAC approved the programming of \$6,760,318 CMAQ funds and \$1,228,399 in TDA Article 3 Bicycle & Pedestrian funds (for a total of \$7,988,717) for ten bicycle and pedestrian projects. The Committee also recommended that \$3,240,197 be approved for the Shelf List for three projects that can receive additional funds should they become available. The Committee expressed its intention to set up a subcommittee to work with staff in the coming year on revised guidelines for the next call for projects.

At the meeting it was mentioned that there were two unresolved issues, namely the rescoring of the Wells Road Bus Stop Improvement Project in Ventura as a pedestrian rather than transit project, and the finalization of the recommendation of the Southern California Association of Governments (SCAG) for distribution of SB 1 Active Transportation Program (ATP) funds to some of the same projects. Later, the Wells Road project received its score which was "above the line" of available funding, and TTAC approved this recommendation at its meeting September 21st. VCTC worked with SCAG staff to finalize the SB 1 recommendation during the final week of September. As a result of these changes, the CMAQ money that was originally tagged as being available for "non-transit" projects but then moved to the "transit" category in the recommendation to CTAC, was shifted back to the "non-transit" category, to increase the total recommended bicycle and pedestrian project funding from \$7,988,717 to \$8,862,000. The resulting list of recommended projects and the recommended Shelf List that went to the Commission's October 6th meeting is provided in the Attachment to this item.

The result of the distribution of the Ventura County share of ATP funds is that, thanks to the augmented ATP funding made available through SB 1, all of the projects which had originally applied for ATP Cycle 3 funds can now be implemented. Under the California Transportation Commission's guidelines, the Ventura County share of \$1,743,000 from SB 1 was distributed to the unfunded Cycle 3 projects based

on the previously-established project ranking. This distribution would have resulted in Ventura County's Central Avenue Pedestrian Improvement receiving \$391,000 and the County's Potrero Road Bike Lanes project, the lowest-ranked project in the county, receiving the remaining balance of \$76,000 out of a total ATP request of \$2,095,000. However, given that VCTC's CMAQ recommendation would fully-fund Central Avenue project, which due to more recent cost estimates had requested \$880,874 in CMAQ, County Public Works Agency staff requested that the Central Avenue project ATP request be withdrawn, thus causing the \$391,000 to be shifted to Potrero. Thus, the SB 1 funds distribution is as follows:

Harmon Barranca Corridor Bicycle/Pedestrian, Ventura:	\$ 501,000
Conejo School Road / Willow Lane Sidewalk, Thousand Oaks:	775,000
Potrero Road Bike Lanes, County:	<u>467,000</u>
TOTAL	\$1,743,000

For the Conejo School Road / Willow Lane project, the CMAQ/TDA Article 3 application from Thousand Oaks assumed that the ATP funds would be provided, so that project will receive the full \$1,961,650 CMAQ/TDA funding request and the full \$775,000 ATP funding request. The Potrero Road ATP application contained a more extensive scope than the CMAQ application, so the combination of the \$1,394,217 CMAQ request and the \$467,000 SB 1 county share balance will enable the County to implement the full project limits as defined in the original ATP application.

The ATP recommendation also provides for use of \$243,000 in SB1 funds to expedite the design of the Montalvo/Cypress Point Corridor project in Ventura, to start design this fiscal year. This change will free up \$243,000 of ATP funds previously programmed in later years for that project, and those freed up ATP funds will be provided to the Harmon Barranca project as part of the \$501,000 commitment to that project. The recommended ATP distribution was scheduled for approval by the SCAG Regional Council on October 5th.

With the full amount of CMAQ funds that were identified for the non-transit projects being programmed for that purpose, there remained a \$114,572 unfunded amount for the lowest project on the recommended list, the Sespe Street Bike Lanes in the county unincorporated area. Therefore this \$114,572 was added as the highest priority to the shelf list. Should these funds not be forthcoming it is expected that the County will complete this project using local funds.

RECOMMENDED CMAQ / TDA ARTICLE 3 PROJECTS

Project Name:	Agency:	Score:	TDA Article 3 Carryover – 17/18	TDA Article 3 18/19	CMAQ	Total Funds:
Conejo School Rd & Willow Lane Sidewalk / Bike Lane	Thousand Oaks	82	252,500		1,709,150	1,961,650
Arroyo Drive Pedestrian Improvements Design	Moorpark	74		531,180		531,180
Central Avenue Pedestrian Improvement	Ventura County	71			880,874	880,874
Potrero Road Bike Lanes	Ventura County	70			1,394,217	1,394,217
Rancho Road Pedestrian and Bicycle Improvements	Thousand Oaks	68			659,314	659,314
Santa Paula High School Neighborhood Pedestrian Improvements	Santa Paula	66	266,000			266,000
Casitas Vista Road Bike Lanes	Ventura County	60	11,991		488,686	500,677
Moorpark Road Bike Lane / Sidewalk	Thousand Oaks	59			390,815	390,815
Wells Road Bus Stop Pedestrian Improvements	S. Buenaventura	59			309,855	309,855
West Los Angeles Avenue Bike Lanes / Sidewalk	Simi Valley	57	160,580		1,239,420	1,400,000
Sespe Street Bike Lanes	Ventura County	55			567,418	567,418

Total: \$8,862,000

RECOMMENDED CMAQ / TDA ARTICLE 3 SHELF LIST PROJECTS

Project Name:	Agency:	Score:	CMAQ or TDA Article 3 Funds:
Sespe Street Bike Lanes	Ventura County	55	114,572
Rice Road Bike Lanes	Ventura County	53	1,156,202
Springville Bike Trail Phase 2	Camarillo	52	1,372,215
Los Feliz Drive Sidewalk	Thousand Oaks	52	711,780

Total: \$3,354,769