DATE: **JANUARY 18, 2017**

MEMO TO: **HERITAGE VALLEY POLICY ADVISORY COMMITTEE (HVPAC)**

FROM: **DAVID FLEISCH, CHAIR HERITAGE VALLEY TECHNICAL ADVISORY COMMITTEE (HVTAC)**

SUBJECT: **HERITAGE VALLEY TECHNICAL ADVISORY COMMITTEE SUMMARY REPORT**

RECOMMENDATION

- Receive and file.

BACKGROUND

The following is a summary report of the January 5, 2017 Heritage Valley Technical Advisory Committee (HVTAC) meeting. The HVTAC is a subcommittee of the HVPAC.

<u>HVTAC, Meeting Summary, January 5, 2017, Fillmore City Hall:</u>

- ELECTION OF OFFICERS: Jon Ilasin was elected Chair and David Rowlands was elected Vice Chair. David Fleisch is the out-going Chair.

- MARKETING PROGRAM: The TAC approved the staff recommendation that HVPAC recommend to the Commission release of a Request for Proposals for the Valley Express *Marketing and Outreach program.*

- POTENTIAL USES OF REMAINING MARKETING CONTRACT: The TAC discussed options for surveys, outreach and other tools to effectively use the remainder of the marketing contract/budget for this fiscal year. Further discussion is needed at the Feb 2 meeting.

- BUDGET: The TAC reviewed a draft conceptual FY17/18 Valley Express program budget. The TAC provided comments to staff. The draft budget will be presented for the TAC's formal recommendation at the February 2, 2017 meeting; following which, it will be presented to the PAC for review before being incorporated in the full VCTC budget.

- PERFORMANCE INDICATORS & POTENTIAL SERVICE/FARE CHANGES: The TAC discussed the need to establish which performance indicators were to be tracked, and if new or other indicators would be relevant in light of needed analysis; such as, regarding fare/service changes and farebox recovery. The TAC will review current year-to-date performance indicators and proposed changes to the service indicators at the next TAC meeting.

- CMAQ: The TAC discussed the status of the CMAQ grant for bus stop improvements. The item will continue at the next meeting for review of stop locations and local match considerations.