



AGENDA

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

TUESDAY, OCTOBER 14, 2014 -- 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 5/13/14 MEETING SUMMARY – PG.2**
- 5. REVIEW SCHEDULE AND CRITERIA FOR ANNUAL ALLOCATION OF TDA ARTICLE 3 – PG 3
BICYCLE/PEDESTRIAN FUNDS – PG.3**
Recommended Action:
Review the evaluation criteria for the applications from cities/County for FY 15/16 TDA Article 3 bicycle/pedestrian funds.
- 6. CALL FOR PROJECTS FOR FTA SECTION 5307 (JOBS ACCESS AND REVERSE COMMUTE)
AND SECTION 5310 (SENIORS AND DISABLED) GRANT FUNDS – PG.5**
Recommended Action:
Receive and file
- 7. FY 2015/16 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS PUBLIC
HEARING SCHEDULE, PROCEDURES AND DEFINITIONS OF “UNMET TRANSIT NEEDS” AND
“REASONABLE TO MEET”- PG.11**
Recommended Action:
Review and approve the schedule, procedures and definitions of “Unmet Transit Needs” and “Reasonable to Meet” for the FY 15/16 Unmet Transit Needs Public Hearing
- 8. REVIEW FY 14/15 CTAC/SSTAC MEETING SCHEDULE – PG.17**
Recommended Action:
Adopt FY 14/15 CTAC/SSTAC Meeting Schedule
- 9. CHAIRMAN'S REPORT**
- 10. COMMITTEE MEMBER REPORTS**
- 11. ADJOURN TO DECEMBER 9, 2014**

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Commission meeting, please contact the Clerk of the Board at (805) 642-1591 ext 101. Notification of at least 48 hours prior to meeting time will assist staff in assuring that reasonable arrangements can be made to provide accessibility at the meeting.



Item #4

MEETING SUMMARY

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

TUESDAY, MAY 13, 2014 -- 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 Miranda Patton

2. SELF INTRODUCTIONS

The committee members and staff introduced themselves

3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA

There were no public comments

4. APPROVAL OF 4/8/14 MEETING SUMMARY

The meeting summary was approved as submitted.

5. APPLICATIONS FOR FY 2014/15 TDA ARTICLE 3 BICYCLE/PEDESTRIAN FUNDS

VCTC Staff Peter De Haan and Ellen Talbo led the discussion regarding applications from cities/Counties for FY2014/2015 TDA Article 3 bicycle and pedestrian funds. Members ranked and submitted their score sheets. Ellen Talbo will send out notification of the results once they have been tabulated.

6. CHAIRMAN'S REPORT

There was no report.

7. STAFF REPORT

There was no report

8. COMMITTEE MEMBER REPORTS

There were no Committee member reports.

9. ADJOURN TO OCTOBER 14, 2014



Item #5

October 14, 2014

MEMO TO: CTAC/SSTAC

FROM: ELLEN TALBO, VCTC STAFF

**SUBJECT: DISCUSSION OF FY 15/16 SCHEDULE AND EVALUATION CRITERIA FOR
TRANSPORTATION DEVELOPMENT ACT (TDA) ARTICLE 3 BICYCLE/PEDESTRIAN
FUND APPLICATIONS**

RECOMMENDATION:

Review the evaluation criteria for the applications from cities/County for FY 15/16 TDA Article 3 bicycle/pedestrian funds.

DISCUSSION:

Pursuant to California PUC Section 99233.3, each year a portion of the available Transportation Development Act (TDA) Local Transportation Funds each year must be used for planning, maintaining and constructing facilities for the exclusive use of pedestrians and bicyclists. Traditionally, about 15% of the total has been allocated to the cities/County based for trail maintenance on the Class I Bike Trails. After this is deducted, the remaining amount would be available for local bicycle or pedestrian projects on a competitive basis. For FY 15/16, it is estimated that approximately \$490,000 will be available for these purposes.

The annual allocation process is intended to be competitive and the Commission has assigned the responsibility to the Citizen's Transportation Advisory Committee/Social Services Transportation Advisory Council (CTAC/SSTAC) for reviewing the applications and making application ranking order recommendations to the Commission.

Currently, each city and the County are allowed to submit one project for funding consideration. Applicants are strongly encouraged to provide a 50/50 match with local and/or other grant funds to augment the Article 3 funds being requested for their project. Every application must include a written response to the each of evaluation criteria adopted annually by the Commission as part of the request for funds. Applicants are also asked to report on the status of projects for which they were awarded past Article 3 allocations.

In discussing past allocations, CTAC/SSTAC and the Commission have felt the submittals were mostly for routine projects such as curb cuts. While this example is a worthwhile activity, it has been suggested that the Article 3 funds could be used for more innovative and exciting projects, and also, for bigger projects that might involve more than one city or just the County. Attached is the current evaluation criteria the Committee should review and offer recommendations on improvements to the evaluation process. Any changes to the evaluation process would occur after the FY 15/16 cycle and go into effect for the FY 16/17 cycle.

TDA ARTICLE 3 GRANT EVALUATION CRITERIA

1. Matching Funds (Yes or No)		2. Safety (30 points possible)	
This criterion evaluates local support for the proposed project in terms of financial partnership. It is highly recommended that there be a minimum 50/50 match of the request. Is the City/County willing to match its request at 50 % or greater? Yes or No?		This criterion evaluates how the proposed project will effect safety at existing facilities or improve safety by building new facilities. When describing the project conditions include any accident statistics and how the project will improve or correct the situation. Will the proposed project improve safety or correct an existing safety problem including providing secure parking for bicycles?	
3. Project Readiness (15 points possible)		4. Special Considerations (15 points possible)	
This criterion evaluates deliverability of a proposed project. Please note that, funds not used within two years must be returned for redistribution the following year or a City and/or County may request that the project readiness be reevaluated so that the City and/or County may retain their allocation. Is this a new or continuing project and is the proposed project ready for construction in the fiscal year of allocation? Have past allocations been fully spent; please report on past allocations.		This criterion is designed to add flexibility and allows cities and/or agencies to be creative and discuss any other ways in which the proposed project will benefit City/County residents, for example, improving air quality, reducing VMT, serving older areas without recent improvements, making major improvements to accessibility and/or to serve lower income residents. When discussing this criterion please be specific! Does the proposed project provide a benefit to City/County residents that has not been discussed elsewhere?	
5. Maintenance of Facility (10 points possible)		6. Connectivity (5 points possible)	
This criterion evaluates whether a proposed project will be maintained at an appropriate level after the project is completed. Please discuss whether the proposed project has a long range maintenance plan associated with it. How will the proposed project be maintained?		This criterion evaluates the proposed project's relationship to regional and/or local planned pathway systems. When discussing this criterion please include an 8 1/2 " x 11" map illustrating the existing plan and the proposed project. Will the proposed project close a missing link in an existing local or regional bike or pedestrian plan?	
7. Involvement of Other Agencies (10 points possible)		8. Traffic Generators (5 points possible)	
This criterion evaluates whether the proposed project has local and/or regional significance. When discussing this issue please list all other agencies and/or special districts involved and their roles. Are any other agencies outside the applicant's jurisdiction involved in planning or constructing any phase of this proposed project?		This criterion evaluates the proposed project's usefulness in serving major traffic generators. Will the proposed project serve major bicycle or pedestrian traffic generators such as schools, libraries, work sites, downtown areas, retail centers, transit nodes?	
9. Expected Utilization Rate (5 points possible)		10. Multi-Modal Interface (5 points possible)	
This criterion evaluates the proposed project's usage. The project should be discussed in terms of the usage as a percentage of the applicant's population or as a percentage of the population the project affects.		This criterion evaluates the proposed project's connectivity to transit modes and other forms of transportation. How will the project encourage multi-modal travel?	



Item # 6

October 14, 2014

MEMO TO: CTAC/SSTAC

FROM: STEPHANIE YOUNG, PROGRAM ANALYST

SUBJECT: CALL FOR PROJECTS FOR FTA SECTION 5307 (JOBS ACCESS AND REVERSE COMMUTE) AND SECTION 5310 (SENIORS AND DISABLED) GRANT FUNDS

RECOMMENDATION:

- Receive and file.

BACKGROUND:

Beginning in Fiscal Year (FY) 2012/13, the federal transportation authorization, MAP-21, incorporated what was previously known as Section 5316 Jobs Access and Reverse Commute (JARC) into the Section 5307 Urbanized Area Formula Grant and the Section 5311 Formula Grants for Rural Areas. Eligibilities for JARC were added to the 5307 and 5311 programs. Similarly, what was previously the Section 5317 New Freedom program was incorporated into the Section 5310 Elderly and Disabled grant program. On October 3, 2014, the VCTC authorized a call for projects for these funds.

APPLICATION PROCESS:

	JARC 5307	Section 5310
Large Urban Areas	Apply to VCTC	Apply to VCTC
Small Urban Areas	Apply to VCTC	Statewide Call (apply to VCTC first)

The JARC and Section 5310 funds are apportioned directly to large urbanized areas including Oxnard/Ventura and Thousand Oaks/Moorpark. VCTC serves as the Designated Recipient for JARC and Section 5310 funds for these areas. Section 5310 funds for the small urban and rural areas are programmed on a statewide competitive basis, with VCTC responsible for determining initial project scores within Ventura County and then forwarding these scores to Caltrans. As was the case last year, JARC applicants serving rural areas compete in a Caltrans call for projects while small urban JARC applicants will apply directly to VCTC.

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To be eligible in either of these programs, projects must be included in the Human Services Transportation Coordinated Study for Ventura County or the 2012 Update to the Coordinated Plan. Eligible JARC projects include projects that enhance mobility for low-income persons or welfare recipients to areas of employment and other transportation projects taking workers to suburban employment areas. Eligible Section 5310 projects include promotion and administration of transit vouchers, employer-provided transit, and transit passes; travel training; expansion of service to the disabled and elderly; late-night and weekend transit service; shuttle service; local car loan programs for shared rides; and vanpools.

Applications for JARC and Large Urban Section 5310 projects are available at www.goventura.org and must be submitted by 5:00 p.m. on **November 25, 2014**, to VCTC, c/o Stephanie Young, 950 County Square Drive, Suite 207, Ventura CA 93003 or syoung@goventura.org. Caltrans is conducting the Section 5310 Call for Projects for Small Urban areas. The Caltrans applications can be found at <http://www.dot.ca.gov/hq/MassTrans/5310.html> and should be submitted to VCTC in hard copy form by December 1, 2014.

FUNDING AVAILABILITY ESTIMATES

At the June 6, 2014 meeting, the VCTC approved setting aside \$175,000 per year of Section 5307 funds for large urban JARC-eligible projects administered by social service organizations only. The remaining Section 5307 funds generated from the JARC formula are apportioned to the transit operators for any 5307-eligible purpose. This decision was based on the previous experience regarding the amount of JARC funds requested by social service organizations.

The following table shows the FY 14/15 and FY 15/16 JARC and Section 5310 funds available for the two large urbanized areas in Ventura County. Section 5310 allows 10% of the apportionment for administration, and this amount has been subtracted from the Section 5310 amounts below.

	<u>FTA 5307 JARC</u>	<u>FTA 5310</u>
Oxnard/Ventura	\$220,500	\$493,364
FY 13/14 Carryover	\$0	\$153,963
TOTAL	\$220,500	\$647,327
T.O./Moorpark	\$129,500	\$289,424
FY 13/14 Carryover	\$0	\$147,809
TOTAL	\$129,500	\$437,233

Camarillo and Simi Valley JARC funds have been combined in to the large urban apportionments in the table above. For the small urban areas, the state of California has a Section 5310 apportionment of \$4,936,672 for the current round of funding. The Camarillo and Simi Valley apportionments are included in this amount.

SCHEDULE

The following is the schedule for nomination and selection of projects.

Announcement of Project Selection Process/ Availability of Applications	October 3, 2014
5307 JARC/5310 Applications Due to VCTC	November 25, 2014
5307 JARC/5310 Review by Transit Operators Committee	December 11, 2014
5307 JARC/5310 Approval by VCTC	January 9, 2015
FTA Grant Approval for Large Urban Projects	Spring 2015

PRIORITIZATION CRITERIA

The Attachment provides project selection criteria for both JARC and Section 5310. These criteria are based on the criteria used by Caltrans and on the VCTC Human Services Transportation Coordination Plan, adopted April 13, 2007, and the 2012 Update, adopted July 13, 2012. The eligibility criteria have been modified based on MAP-21 requirements

VCTC PROJECT SELECTION CRITERIA
SECTION 5307 JOBS ACCESS/REVERSE COMMUTE (JARC)
AND SECTION 5310 FUNDS

Screening Criteria

For a project to be eligible for funding, it must meet the Federal eligibility requirements for Section 5310 or JARC. These requirements are as follows:

Program Requirements:

For JARC, a project must provide transportation by a social-service organization in one of the following categories:

- (1) Designed to transport low-income persons or welfare recipients to jobs and employment-related activities.
- (2) Designed to transport workers to suburban employment opportunities.

For Section 5310 (Enhanced Mobility of Seniors and Individuals with Disabilities), a project must be one of the following:

- (1) Capital project planned, designed, and carried out to meet the special needs of the target population when public transportation is insufficient, inappropriate, or unavailable;
- (2) Public transportation project that exceeds the requirements of the ADA;
- (3) Public transportation project that improves access to fixed-route service and decreased reliance by the target population on complementary paratransit; or,
- (4) Alternative to public transportation that assists the target population.

At least 55% of the area's 5310 funds must be used on capital projects as described in the first category of Section 5310 projects above.

Local Match: The local match requirement is 20% of the total cost of capital projects and 50% of the total subsidy for operating costs. VCTC can approve projects with a reduced or eliminated local match. Applicants must be able to justify their need for a reduced local match.

Inclusion in Plan: Project must fall within the recommendations of the VCTC Human Service Transportation Coordination Study (<http://www.goventura.org/sites/default/files/VCTC%20paratransit%20final%20Apr%2013%202007.pdf>), adopted April 13, 2007, and the 2012 Update to the Public Transit – Human Services Transportation Coordinated Plan for Ventura County (http://www.goventura.org/sites/default/files/RevFINAL_Ventura%20CoordPlan%20Distributed%207%208%2012.pdf), adopted July 13, 2012.

Federal Grant Requirements: The recipient agency must be able to meet the Federal Transit Administration's conditions for use of its funds. These conditions include, but are not limited to: having or obtaining a DUNS number; annual outside audit; triennial FTA audit; five-year grant records retention; development of a written maintenance plan for FTA-funded vehicles, facilities, and equipment; competitive procurement; buy America; ADA; and civil rights. (Drug and alcohol testing is not a requirement for these programs.) Agencies receiving funds will need to have in place a signed agreement committing to meeting FTA requirements. Details regarding Federal requirements can be found at http://www.fta.dot.gov/funding/oversight/grants_financing_8941.html.

Prioritization Criteria

VCTC will use the following criteria to prioritize projects. For projects receiving Large Urbanized Area funds, the projects selected by VCTC will be funded. For small urban and rural projects receiving funds in the State's share, sponsors of projects prioritized by VCTC, upon receiving notification from VCTC, will need to prepare a Caltrans application which VCTC will forward to Caltrans for the final selection.

1. **Goals and Objectives (20 points):** Degree to which project supports new, enhancement, or expansion of service or system capacity for the targeted populations. Application should clearly state the program goals and objectives and describe how the project addresses the needs and service gaps identified in the Coordinated Plan.

At least 55% of 5310 funds will be allocated to capital projects serving the targeted population. Priority will also be given to projects that provide trips, particularly between transit service areas, for the targeted population. Other categories recommended by the Coordinated Plan are as follows: (1) Establishment of ADA core operating hours between 7:00 a.m. and 7:00 p.m. on weekdays; (2) ADA Sunday service; and (3) Travel Training.

Projects eligible for the JARC funds were identified in the Coordinated Plan as continuing and expanding the programs developed by the VCTC Partnerships to Restore Independence and Dignity through Employment (PRIDE) program. Priority will be given to projects that increase reverse commute rides and rides for the targeted population. Other programs included in PRIDE are providing transit information, including transit itineraries; providing smartcards, bus passes and tokens, support for vanpool, and rideshare activities and programs.

Based on the recommendation of the 2012 Update, VCTC's goal is to program 70 to 85% of the non-capital funds to projects providing trips with the remainder going to information and travel training projects. Accordingly, points in this category may be adjusted to help achieve the planned mix of project types.

2. **Project Implementation Plan (30 points):** Degree to which the project implementation has been well designed. Proposals must state who will be responsible for the implementation, and implementation steps and timeline. Sponsors should describe how the project will improve service delivery, coordination, or cost-effectiveness.
3. **Program Performance Indicators (20 points):** Project sponsors should explain how the project will be monitored and evaluated. The application should identify clear, quantitative performance measures to track the effectiveness of the service in meeting the identified goals.
4. **Communication and Outreach (20 points):** Degree to which applicants coordinate with other community transportation and/or social service resources. Application should describe efforts to keep stakeholders involved in and informed of project activities. There should be demonstrated public support for the project (including letters of support), as well as a plan to promote awareness of the project to the target population.
5. **Emergency Planning and Preparedness (10 points):** Applicant should describe emergency planning and any participation in emergency drills.

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Item #7

October 14, 2014

MEMO TO: CTAC/SSTAC

FROM: VIC KAMHI, TRANSIT DIRECTOR

**SUBJECT: FY 15/16 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS
PUBLIC HEARING SCHEDULE, PROCEDURES AND DEFINITIONS OF "UNMET
TRANSIT NEEDS" AND "REASONABLE TO MEET"**

RECOMMENDATION:

- Review and approve the schedule, procedures and definitions of "Unmet Transit Needs" and "Reasonable to Meet" for the FY 15/16 Unmet Transit Needs Public Hearing

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 15/16 public hearing is attached. A Hearing Board will be appointed by the VCTC Chair, and they will hold the public hearing Monday, February 9, 2015 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, 2015. 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, by appearing at one of three proposed "listening sessions" to be scheduled for evening during the week of January 26 in the East County, West County, and Santa Clara River Valley and/or 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".

“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 extended hours or days of service
- 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 & Criterias
<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 15/16 Unmet Transit Needs Public Hearing and Process Schedule

October 14, 2014	CTAC/SSTAC reviews FY 15/16 Unmet Transit Needs Public Hearing Definitions
December 5, 2014	VCTC approves FY 15/16 Unmet Transit Needs Public Hearing schedule and Definitions
December 12, 2014	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 7, 2015	Legal notice for public hearing published (La Vida)
January 7, 2015	Legal notice for public hearing published (Star)
January 28 (La Vida) and January 31 (Ventura Star), 2015	Display advertisements on public hearing published in local English and Spanish language newspapers
January (week of Jan 26), 2015	East County public meeting, 6:30 PM in (location to be determined)
January (week of Jan 26), 2015	West County public meeting, 6:30 PM in (location to be determined)
January (week of Jan 26), 2015	Santa Clara River Valley public meeting, 6:30 PM in (location to be determined)
January 26, 2015	Reminder notices on the public hearing sent to agencies/citizens
February 9, 2015	Public Hearing, 1:30 PM Camarillo City Hall
February 16, 2015	5 PM Hearing record closed – no further public testimony accepted
March 12, 2015	Transit Operators Advisory Committee (TRANSCOM) reviews testimony and makes recommendations regarding the proposed findings
April 14, 2015	CTAC/SSTAC reviews testimony and makes recommendations regarding the staff proposed findings
April 20, 2015	1:30 PM Camarillo City Hall – VCTC Hearing Board approves Unmet Transit Needs Public Hearing Findings
May 1, 2015	9 am Camarillo City Hall – VCTC adopts Unmet Transit Needs Public Hearing Findings
May 4, 2015	Adopted findings are forwarded to the State for review
August 15, 2015	Deadline for State review of findings

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Item #8

October 14, 2014

TO: CTAC/SSTAC
FROM: DONNA COLE, VCTC STAFF
SUBJECT: FY 14/15 CTAC/SSTAC MEETING SCHEDULE

RECOMMENDATION:

- Adopt FY 14/15 CTAC/SSTAC Meeting Schedule

DISCUSSION:

Below is a schedule and topics for meetings in FY 14/15. It is expected the topics will be adjusted as needed during the year:

OCTOBER 14	- Review of FY 11/12 CTAC/SSTAC meeting schedule - Review of schedule and criteria for annual allocation of FY 14/15 TDA Article 3 bicyclist and pedestrian funds - Review TDA Unmet Transit Needs Public Hearing procedures, definitions and schedule for FY 14/15 hearing
NOVEMBER 11	(Meeting Cancelled Due to Veteran's Day Holiday)
DECEMBER 9	Approve Unmet Needs Schedule Approve Article 3 Criteria Election of CTAC/SSTAC Chair and Vice-Chair
JANUARY 13	
**FEBRUARY	No official meeting in February but attendance suggested at Camarillo City Hall for public hearing on Unmet Transit Needs
MARCH 10	Presentations from local agencies applying for FY 14/15 Article 3 bicyclist/pedestrian funds
APRIL 14	Review recommendations for FY14/15 draft Unmet Transit Needs Public hearing findings Discussion of field visits to Article 3 fund project sites
MAY 12	Ranking of projects for FY 14/15 Article 3 funds