AGENDA

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

TUESDAY, OCTOBER 13, 2015 -- 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 9/8/15 MEETING SUMMARY – PG. 2**
5. **BIKE PLAN PRESENTATION – PG.3**
6. **REVIEW OF SCHEDULE AND CRITERIA FOR ANNUAL ALLOCATION OF FY 15/16 TDA ARTICLE 3 BICYCLIST AND PEDESTRIAN FUNDS– PG.4**
7. **CHAIRMAN'S REPORT**
8. **COMMITTEE MEMBER REPORTS**
9. **ADJOURN TO NOVEMBER 10, 2015**

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, SEPTEMBER 8, 2015 -- 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 5/12/15 MEETING SUMMARY –** Sue Fitzgerald made a motion to approve the summary. The motion was seconded by Robert Babbitt and passed unanimously.

5. **REVIEW OF FY 2015/16 CTAC/SSTAC MEETING SCHEDULE –** There were no changes made to the proposed schedule

6. **REVIEW OF TDA UNMET TRANSIT NEEDS PUBLIC HEARING PROCEDURES, DEFINITIONS AND SCHEDULE FOR FY 2015/16 HEARING –**
   The committee expressed concern that the unmet transit needs public hearing announcements don't properly convey the purpose of the Unmet Needs process to the public. Staff will work with VCTC's marketing contractor to redesign the ads.

   Deuk Perrin made a motion to approve the schedule, procedures and definitions for the FY 16/17 Unmet Transit Needs Public Hearing. The motion was seconded by Robert Babbitt and passed unanimously

7. **GOLD COAST TRANSIT DISTRICT UPDATE AND SRTP UPDATE –**
   Claire Winegar-Johnson, Gold Coast Transit Planning Manager, provided an update on Service Changes, including new and restructured routes, Gold Coast Transit's Short Range Transit Plan, and Community Outreach to promote the recent service changes.

8 **CHAIRMAN'S REPORT**

9. **COMMITTEE MEMBER REPORTS**

10. **ADJOURN TO OCTOBER 13, 2015**

Item # 5

October 13, 2015

MEMO TO: **CITIZEN'S TRANSPORTATION ADVISORY COMMITTEE/SOCIAL SERVICES TRANSPORTATION ADVISORY COUNCIL (CTAC/SSTAC)**

FROM: **STEVE DEGEORGE, DIRECTOR OF PLANNING**

SUBJECT: **2007 BICYCLE MASTERPLAN / COUNTYWIDE BICYCLE WAYFINDING**

RECOMMENDATION

- Receive presentation on 2007 Bicycle Master Plan and Countywide Wayfinding Program

DISCUSSION

As requested by CTAC/SSTAC, the Ventura County Transportation Commission (VCTC) staff will provide an overview of two regional bicycle programs sponsored by the VCTC in recent years, the 2007 Ventura County Bicycle Master Plan and the Ventura County Regional Bicycle Wayfinding Project.

In 2007 the VCTC, with consultant assistance, compiled existing bicycle master plans from local jurisdictions and created others to form a single comprehensive document. The 2007 Ventura County Bicycle Master Plan provides a good overview of existing and planned bicycle facilities in Ventura County and, at that time, provided an opportunity for each jurisdiction to compete for State bicycle funds. The 2007 Ventura County Bicycle Master Plan was not a prescriptive document; local jurisdictions were not obligated to develop bicycle facilities according to the plan's contents.

In September of 2015, the VCTC approved a contract with Alta Planning + Design to develop a Ventura County Regional Bicycle Wayfinding Project. The Wayfinding Project will identify intercity and cross county bicycle routes, develop and create agreements to install common signage, as well as identify and prioritize gaps in the regional network. Directional signage will facilitate intercity bicycle travel as an alternative to the automobile.

Item #8D

October 13, 2015

MEMO TO: **VENTURA COUNTY TRANSPORTATION COMMISSION**

FROM: **ELLEN TALBO, PROGRAM ANALYST**

SUBJECT: **REVIEW OF SCHEDULE AND CRITERIA FOR ANNUAL ALLOCATION OF FY 15/16 TDA ARTICLE 3 BICYCLIST AND PEDESTRIAN FUNDS**

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 must be used for planning, maintaining and constructing facilities for the exclusive use of pedestrians and bicyclists. Traditionally, 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 16/17, it is estimated that approximately $800,000 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. This funding cycle, applicants are not required to provide 50/50% local match with local and/or other grant funds to augment the Article 3 funds being requested for their project, however, a local match of some amount is strongly required to receive a higher score; and if an applicant does provide some local match funding, the match amount will be audited during VCTC's annual single audit. 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 and schedule for FY 16-17 the Committee should review and offer recommendations on improvements to the evaluation process.

ATTACHMENT #1

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?**	

ATTACHMENT #2

SEPTEMBER 8	- Review of FY 15/16 CTAC/SSTAC meeting schedule
OCTOBER 13	- Review of schedule and criteria for annual allocation of FY 15/16 TDA Article 3 bicyclist and pedestrian funds
	- Bike Plan Presentation
NOVEMBER 10	**-**SCAG presentation
DECEMBER 8	Approve Article 3 Criteria Election of CTAC/SSTAC Chair and Vice-Chair
	*****Staff releases Call for Projects after VCTC approves Art. 3 Criteria at Jan 8, 2016 Meeting.***
JANUARY 12	**TBD**
****FEBRUARY**	No official meeting in February but attendance suggested at Camarillo City Hall for public hearing on Unmet Transit Needs
	***** Project applications due 30 days from Call for Projects***
MARCH 8	Presentations from local agencies applying for FY 16/17 Article 3 bicyclist/pedestrian funds
APRIL 12	**TBD**
MAY 10	Ranking of projects for FY 16/17 Article 3 funds