



AGENDA

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 – PG. 2**
- 5. REVIEW OF FY 2015/16 CTAC/SSTAC MEETING SCHEDULE – PG.3**
- 6. REVIEW OF TDA UNMET TRANSIT NEEDS PUBLIC HEARING PROCEDURES, DEFINITIONS AND SCHEDULE FOR FY 2015/16 HEARING – PG.4**
- 7. GOLD COAST TRANSIT DISTRICT UPDATE AND SRTP UPDATE – PG.9**
- 8 CHAIRMAN'S REPORT**
- 9. COMMITTEE MEMBER REPORTS**
- 10. ADJOURN TO OCTOBER 13, 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, MAY 12, 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

The meeting was called to order by Chair Miranda Patton

2. SELF INTRODUCTIONS

3. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA - None

4. APPROVAL OF 4/14/15 MEETING SUMMARY –

Deuk Perrin made a motion to approve the summary, seconded by Robert Babbitt. The motion carried, with Mike Culver and Nanette Metz abstaining, as they were not present at the April meeting.

5. REVIEW RECOMMENDATIONS FOR FY 14/15 DRAFT UNMET TRANSIT NEEDS PUBLIC HEARING FINDINGS-

Sue Fitzgerald made a motion to Approve the FY 14/15 Draft Unmet Transit Needs Findings. The motion was seconded by Mike Culver and passed by voice vote.

6. SHORT RANGE TRANSIT PLAN –

VCTC staff presented the draft VCTC Short Range Transit Plan, which provides information about transit services in Ventura County, analysis of trip making and potential demand, possible capital improvements, vehicle acquisition needs over the coming twelve years, and proposed service metrics.

7. CHAIRMAN'S REPORT

Chair Miranda Patton noted National Infrastructure Week

8. COMMITTEE MEMBER REPORTS

Vice Chair Deuk Perrin requested a clarification of the Article 3 criteria timeline. Members of the Committee also requested a CTAC/SSTAC meeting in August or September for a presentation on the County Bike Plan prior to approving selection criteria for Article 3 projects

9. ADJOURN TO SEPTEMBER 8, 2015



Item #5

September 8, 2015

TO: CTAC/SSTAC

FROM: DONNA COLE, VCTC STAFF

SUBJECT: DRAFT FY 15/16 CTAC/SSTAC MEETING SCHEDULE

Unless otherwise noted, the meetings will be on the second Tuesday each month from September, 2015 through May, 2016. The meetings will be held at the Pacific Meeting Room at the Government Center at 1:30 PM

Here is a draft schedule and topics for meetings in FY 15/16. It is expected the topics will be adjusted as needed during the year but the meeting dates should be as follows:

- | | |
|--------------------|---|
| SEPTEMBER 8 | <ul style="list-style-type: none">- Review of FY 15/16 CTAC/SSTAC meeting schedule- Review TDA Unmet Transit Needs Public Hearing Procedures,,Definitions and Schedule for FY 15/16 Hearing- Gold Coast Transit District Update & SRTP Update |
| OCTOBER 13 | <ul style="list-style-type: none">- Bike Plan Presentation- Review of Schedule and Criteria for Annual Allocation of FY 15/16 TDA Article 3 Bicyclist and Pedestrian Funds |
| NOVEMBER 10 | <ul style="list-style-type: none">- SCAG Regional Transportation Plan/Sustainable Communities Strategy Presentation |
| DECEMBER 8 | <ul style="list-style-type: none">-Approve Unmet Needs Schedule-Approve Article 3 Criteria-Election of CTAC/SSTAC Chair and Vice-Chair<i>**Staff releases Call for Projects after VCTC approves Art. 3 Criteria at Jan 8, 2016 Meeting.</i> |
| JANUARY 12 | TBD |
| **FEBRUARY | <p>No official meeting in February but attendance suggested at Camarillo City Hall for public hearing on Unmet Transit Needs</p> <p><i>** Project applications due 30 days from Call for Projects</i></p> |
| MARCH 8 | <p>Presentations From Local Agencies Applying for FY 15/16 Article 3 Bicyclist/Pedestrian Funds</p> |
| APRIL 12 | <p>Review Recommendations for FY15/16 Draft Unmet Transit Needs Public Hearing Findings</p> |
| MAY 10 | <p>Ranking of Projects for FY 15/16 Article 3 Funds</p> |



Item #6

September 8, 2015

MEMO TO: CTAC/SSTAC

FROM: VIC KAMHI, TRANSIT DIRECTOR

**SUBJECT: FY 16/17 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 16/17 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 16/17 public hearing is attached. A Hearing Board will be appointed by the VCTC Chair, and they will hold the public hearing Monday, February 8, 2016 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 8, 2016. 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 25th 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 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 & 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 16/17 Unmet Transit Needs Public Hearing and Process Schedule

September 8, 2015	CTAC/SSTAC reviews FY 16/17 Unmet Transit Needs Public Hearing Definitions
December 4, 2015	VCTC approves FY 16/17 Unmet Transit Needs Public Hearing schedule and Definitions
December 14, 2015	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 6, 2016	Legal notice for public hearing published (La Vida)
January 6, 2016	Legal notice for public hearing published (Star)
January 27 (La Vida) and January 31 (Ventura Star), 2016	Display advertisements on public hearing published in local English and Spanish language newspapers
January (week of Jan 26), 2016	East County public meeting, 6:30 PM in (location to be determined)
January (week of Jan 26), 2016	West County public meeting, 6:30 PM in (location to be determined)
January (week of Jan 26), 2016	Santa Clara River Valley public meeting, 6:30 PM in (location to be determined)
January 26, 2016	Reminder notices on the public hearing sent to agencies/citizens
February 8, 2016	Public Hearing, 1:30 PM Camarillo City Hall
February 19, 2016	5 PM Hearing record closed – no further public testimony accepted
March 10, 2016	Transit Operators Advisory Committee (TRANSCOM) reviews testimony and makes recommendations regarding the proposed findings
April 12, 2016	CTAC/SSTAC reviews testimony and makes recommendations regarding the staff proposed findings
April 25, 2016	1:30 PM Camarillo City Hall – VCTC Hearing Board approves Unmet Transit Needs Public Hearing Findings
May 6, 2016	9 am Camarillo City Hall – VCTC adopts Unmet Transit Needs Public Hearing Findings
May 9, 2016	Adopted findings are forwarded to the State for review
August 15, 2016	Deadline for State review of findings



Item #7

DATE 9/8/15
TO Citizens Technical Advisory Committee (CTAC)
FROM Claire Winegar-Johnson, Planning Manager
SUBJECT Update on Gold Coast Transit Service Changes and Public Outreach Efforts

I. SERVICE CHANGES

New and Restructured Routes

On July 26, 2015, Gold Coast Transit District (GCTD) implemented service changes including adding new Route 22, restructuring Route 17, discontinuing Route 14 (now covered by Route 17 and 22), extending the hours of routes 6, 8 and 17 to meet the last class of the night at Ventura and Oxnard Colleges and minor schedule adjustments. These service changes were the result of anticipated route analysis, community outreach and the award of a Congestion Mitigation and Air Quality (CMAQ) grant.

After evaluating and analyzing routes 14, 15 and 17, it was determined that they did not meet GCTD performance standards. As a result, Route 14 has been discontinued. Route 17 has been restructured to serve former portions of Route 14 in Riverpark. The new Route 22 has been introduced to serve to both connect east Ventura and north Oxnard and service former portions of Route 14.

The new Route 22 is a three year demonstration project funded by a CMAQ grant. The new route has reduced the travel time from east Ventura to north Oxnard by one hour in each direction, eliminates two transfers and is providing passengers with easier access to medical and county facilities located on Gonzales Rd. The restructured Route 17 now eliminates a transfer and directly connects residents living in south and eastern Oxnard to The Collection at Riverpark while also reducing travel time.

Route schedules were adjusted to address on time performance issues and improve efficiency and system wide performance. Routes 6, 8, and 17 schedules were adjusted to allow for later trips to Ventura and Oxnard Colleges to meet requests from students taking night classes ending at 10:00 p.m. Requests for later service were received from the Short Range Transit Plan outreach as well as through the Unmet Needs process. Other routes in the service area contained minor schedule adjustments to meet GCTD performance standards.

GOLD COAST TRANSIT DISTRICT

CITY OF OJAI | CITY OF OXNARD | CITY OF PORT HUENEME | CITY OF VENTURA | COUNTY OF VENTURA
301 EAST THIRD STREET, OXNARD, CA 93030 | P 805.483.3959 | F 805.487.0925 | GOLDCOASTTRANSIT.ORG

II. SHORT RANGE TRANSIT PLAN

The GCTD's Short Range Transit Plan (SRTP) is a five year planning document intended to guide the agency into the future. The document describes GCTD's current service, identifies current unmet and future needs and recommends plans to address those needs. Included in the SRTP are sections on current service, a five-year baseline service plan, a financial forecast, expansion priorities and information about GCTD and its service. The SRTP is in drafting phase and is expected to be finalized and brought before GCTD Board of Directors for adoption in fall 2015.

III. COMMUNITY OUTREACH

In order to promote Route 22, the restructured 17, extended service and schedule adjustments, as well as get feedback for the SRTP, GCTD held community meetings at the Oxnard Public Library and at the E.P. Foster Public Library. GCTD staff also attended community events throughout the service area to gather community input on what they would like to see regarding public transit. Staff attended Farmers' markets in Port Hueneme and at The Collection in Oxnard, attended a Cabrillo Economic Development meeting at the new Snapdragon development in Saticoy and a Downtown Ventura Partners meeting. Staff is also scheduled for additional events such as the Ojai Farmers' Market and a Saticoy Block Party celebrating the opening of a new library.

At each meeting or event, staff collects input and comments from the public by asking them to vote on potential service improvements. Participants were given three stickers to rank the top three concepts they viewed to be the highest priority.

Additionally, GCTD conducted a survey on board the bus and online, collecting over 700 responses. The results and analysis of this survey will be included in the SRTP. Additional outreach was conducted to promote the service change and included tabling at the OTC, VTC and Food Share in Saticoy, attending a Mixteco/Indígena Community Organizing Project (MICOP) and staffing transit ambassadors on routes 11, 17, and 22.

