



AGENDA

TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)
Thursday, November 19, 2015, 9:00 a.m.

PLEASE NOTE THE CHANGE IN MEETING VENUE:

Camarillo City Library, Community Room
4101 E. Las Posas Road
Camarillo, CA 93010

In compliance with the Americans with Disabilities Act and Government Code Section 54954.2, if special assistance is needed to participate in a Committee meeting, please contact the Clerk of the Committee at (805) 642-1591 ext. 111. 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.

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| Item #1 | CALL TO ORDER |
| Item #2 | INTRODUCTIONS AND ANNOUNCEMENTS |
| Item #3 | PUBLIC COMMENTS |
| Item #4 | OCTOBER 15, 2015 MEETING MINUTES – PG. 3 <ul style="list-style-type: none">• Approve the October 15, 2015 meeting minutes. |
| Item #5 | CALTRANS LOCAL ASSISTANCE UPDATES <ul style="list-style-type: none">• Receive updates from Caltrans Local Assistance staff, to include updates on Environmental processes. |
| Item #6 | BIKE WAYFINDING PROJECT INTRODUCTION – PG. 5 <ul style="list-style-type: none">• Receive presentation and provide feedback and guidance. |
| Item #7 | HUENEME ROAD PROJECT PRESENTATION |
| Item #8 | FUTURE AGENDA ITEMS

Periodic Highway Construction Updates

Regional Transportation Funding & Planning |

Congestion Management Program

Air Quality Management Plan Update

2017 Program Updates

Item #9

ADJOURNMENT

**MINUTES OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION (VCTC)
TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)
October 15, 2015**

1. Call to Order

Vice Chairperson Cliff Finely called the meeting to order at 9:00 a.m. A quorum was present. The following people were in attendance:

Morris Zarbi	Caltrans	Robert Wong	Caltrans
Ken Matsuoka	Camarillo	Thang Tran	Camarillo
Austin Nostrap	Gold Coast Transit	Al Gali	Moorpark
Jason Samonte	Oxnard	Cesar Hernandez	Santa Paula
Sarah Sheshebor	Simi Valley	Cliff Finely	Thousand Oaks
Mike Tohidian	Thousand Oaks	Jeff Hereford	Ventura
Ben Emami	Ventura County	Ben Cacatian	VCAPCD
Judy Johnduff	VCTC	Kara Elam	VCTC
Peter De Haan	VCTC		

2. Public Comments

No public comments were made.

3. Announcements

The next Caltrans Quarterly meeting is on Tuesday, October 20, 2015 at the Camarillo Library.

4. September 17, 2015 Meeting Minutes – Action

Cesar Hernandez moved to approve the September 17, 2015 meeting minutes. Mike Tohidian seconded the motion, which passed with no objection.

5. Caltrans Local Assistance Updates

Caltrans can begin transmitting Request for Authorizations (RFA) and cost adjustment's however agencies must have an approved Quality Assurance Plan (QAP) and approved Disadvantaged Business Enterprise (DBE) goal for FY 15/16. Without an approved QAP and DBE goal, RFA and cost adjustments will not be processed. Local Assistance provided general updates regarding ATP, HSIP, HBP, Safe Routes to School projects, CMAQ and STP projects, as well as upcoming ADA training and DBE goal requirements for projects.

6. Active Transportation Program (ATP) Regional Scores – Action

Staff provided an update on the ATP Cycle Two scoring process for Ventura County ATP projects. Jason Samonte moved to recommend, for Commission approval, the assignment of points to ATP Cycle II projects to receive regional funds and be locally programmed. Ken Matsuoka seconded the motion. The motion passed with no objections.

7. Status of Federal STP and CMAQ Projects

Staff provided CMAQ and STP project tables and requested that agencies provide the estimated obligation month and year for each of the projects.

8. Status of 2017 Transportation Improvement Program (TIP)

Staff had previously requested agencies submit up-to-date information on all federally, state and locally funded projects, as well as provide information on any new projects, for the purposes of updating the 2017 TIP. All project updates should be submitted to Judith Johnduff, VCTC's Program Analyst, by October 23, 2015.

9. Future Agenda Items

A presentation on the Hueneme Road Project will occur in November. An update regarding the Congestion Management Plan, as well as the Bicycle Wayfinding Project, will occur as soon as possible.

10. Adjournment – Action

Vice Chairperson Cliff Finely moved to adjourn the meeting at 10:02 a.m. Mike Tohidian seconded the motion, which passed with no objections.



Item #6

November 12, 2015

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
FROM: RICHARD HOLZER, PLANNING ANALYST
SUBJECT: BIKE WAYFINDING PROJECT INTRODUCTION

RECOMMENDATION:

- Receive presentation and provide feedback and guidance.

DISCUSSION:

As you know, VCTC entered into a contract with Alta Planning + Design in September. On October 20, 2015 VCTC held the kick-off meeting with the TTAC subcommittee, developing goals and discussing the tools and overall process for the project. One of the main tools for public outreach will be a bike WikiMap, an online map tool that displays existing bike infrastructure in the county and allows the public to draw their own ideas for routes and improvements as well as post comments about existing routes and routes that others have drawn. This will assist Alta in identifying and prioritizing routes throughout the county.

The project requires input from TTAC members on specific guidelines from the individual jurisdictions about sign design and sign placement. Staff is also seeking data from each jurisdiction to support the project. Please view the attached memorandum from Alta Planning + Design regarding the data requested and how to send the data to Alta.

Emily Duchon is the Project Manager from Alta Planning + Design and will be giving a short presentation about the overall project and its specific needs.



617 W 7th St
Los Angeles , CA 90017
213.489.7443
www.altaplanning.com

Memorandum

Date: October 20, 2015
To: VCTC TTAC
From: Emily Duchon and James Powell, Alta Planning + Design
Re: **Ventura County Regional Bicycle Wayfinding Project Information Request**

As part of the Ventura County Regional Bicycle Wayfinding Project, Alta Planning + Design requests the information listed in this memorandum.

This information will be used to inform the design, maintenance plan, and route planning associated with this project. This data is requested at the municipal level; Alta seeks to integrate local standards into the countywide plan in order to provide a final document which includes guidelines that are compatible with every jurisdiction within Ventura County.

Please confirm our list and suggest any missing documents which should be considered.

Please upload the requested documents to our project Box folder here:

<https://apd.box.com/s/q5bw3pzzp3pi5ei6hgi9kc113dji74fo>

Please provide us with the data by December 1, 2015

Table 1: Information Request

Document	Preferred Format
Local sign standards and graphics	CAD/Illustrator/PDF
Local signage maintenance schedules	Excel/PDF
Street maintenance schedules	Excel/PDF
Existing wayfinding plans	PDF
Established bicycle routes	GIS/KML
Existing bicycle maps	GIS/Illustrator
Local codes related to bicycle facilities and wayfinding	Word/PDF