



AGENDA

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

TUESDAY, SEPTEMBER 10, 2019 -- 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. ELECTION OF CHAIR AND VICE CHAIR**
- 5. APPROVE 9/10/19 MEETING SUMMARY – PG. 3**
- 6 APPROVE FY 2020/21 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS SCHEDULE, PROCEDURES AND DEFINITIONS OF “UNMET TRANSIT NEEDS” AND “REASONABLE TO MEET” – PG.5**
- 7. U.S. 101 HOV PROJECT APPROVAL / ENVIRONMENTAL DOCUMENT (PAED) UPDATE– PG.11**
- 8. CHAIRMAN'S REPORT**
- 9. COMMITTEE MEMBER REPORTS**
- 10. ADJOURN TO JANUARY 14, 2020**

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.

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Item #5

MEETING SUMMARY

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

TUESDAY, APRIL 9, 2019 -- 1:30 PM – 3:30 PM

County Government Center

Hall of Administration Atlantic Meeting Room

800 South Victoria Avenue, Ventura, CA 93009

1. CALL TO ORDER

2. SELF INTRODUCTIONS

Members Present: Miranda Patton, Camarillo, Chair
Marissa Rodrigues, Fillmore
Yuri Yurovski, Moorpark
Chera Minkler, Ventura
Chaise Rasheed, Thousand Oaks
Sandra Aldana, VCTC At-Large
Eric Rodriguez, The Arc
Jason Sagar, Area Agency on Aging
Mike Culver, Mobility Management

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

4. APPROVAL OF 3/12/19 MEETING SUMMARY – PG. 3

Chaise Rasheed made a motion to approve the summary. The motion was seconded by Mike Culver and passed unanimously.

5. APPROVAL OF 1/8/19 MEETING SUMMARY – PG. 5

Chaise Rasheed made a motion to approve the summary. The motion was seconded by Mike Culver and passed unanimously.

6. APPROVAL OF 10/16/18 MEETING SUMMARY - PG. 7

Chaise Rasheed made a motion to approve the summary. The motion was seconded by Mike Culver and passed unanimously.

7. APPROVAL OF 11/13/18 MEETING SUMMARY – PG. 9

Chaise Rasheed made a motion to approve the summary. The motion was seconded by Mike Culver and passed with Sandra Aldana abstaining.

8. UNMET TRANSIT NEEDS – PG. 11

Mike Culver made a motion to approve the Fiscal Year (FY) 2019-2020 Unmet Transit Needs Findings and staff recommendation. Chaise Rasheed seconded the motion, which passed unanimously.

9. REVISION OF OF CTAC/SSTAC QUORUM AND MEETING REQUIREMENTS - PG. 13

Receive and file

10. CHAIRMAN'S REPORT

11. COMMITTEE MEMBER REPORTS

12. ADJOURN TO SEPTEMBER 10, 2019



Item #6

September 10, 2019

MEMO TO: CTAC/SSTAC

FROM: HEATHER MILLER, TRANSIT PLANNER

SUBJECT: FY 2020/21 TRANSPORTATION DEVELOPMENT ACT (TDA) UNMET TRANSIT NEEDS SCHEDULE, PROCEDURES AND DEFINITIONS OF “UNMET TRANSIT NEEDS” AND “REASONABLE TO MEET”

RECOMMENDATION:

- Review and Approve Unmet Transit Needs Schedule and Definitions

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 2020/21 public hearing is attached. A public hearing is required by the State to approve the Unmet Needs process.

For the past three years, VCTC has utilized an on-line comment tool, as well as social media and the VCTC website, for soliciting comments countywide garnering hundreds of comments and facilitating the public’s ability to provide input. Additionally, VCTC holds a couple community meetings to allow people to provide input in person. The required public hearing is held at the regular Commission meeting (in large part to avoid schedule conflicts that arise with coordinating a separate unmet needs public hearing and hearing board). Moreover, having the hearing at a regular Commission meeting allows transit users interested in testifying to do so before the entire Commission instead of only a few Commissioners. By soliciting input from various forums, citizens have a number of options to make their voice heard.

The findings will be brought back to CTAC/SSTAC for discussion and approval so appropriate action can be taken prior to VCTC’s staff recommendation to the Commission. The CTAC/SSTAC also has the option of submitting a formal recommendation in addition to the staff recommendation to the May Commission meeting.

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The definition of “unmet transit needs” and “reasonable to meet” remain unchanged from last year’s adoption by the CTAC/SSTAC and the Commission and they are presented in the attachment for reference.

Attachment A: Unmet Transit Needs Definition
Attachment B: FY 20/21 Unmet Needs Schedule

“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 must 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 & Criteria
Equity	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
Timing	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
Feasibility	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?
Feasibility	There are adequate roadways to safely accommodate transit vehicles	Measure & Criteria: Route inspection to determine adequacy of infrastructure to accommodate transit vehicles and passengers.
Cost Effectiveness	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.
Cost Effectiveness	The proposed service will meet the scheduled passenger fare ratio standards described in Attachment A	Measures and criteria in Attachment A.
Service Effectiveness	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 ration standards, which will be used to evaluate services as they are proposed and implemented, are described below. Transit service both in 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
*Per statute the VCTC may establish a lower fare for community transit (dial-a-ride) services.		
**A review will take place after 30 months to develop a preliminary determination regarding the discontinuation of proposed services		

Fiscal Year 20/21 Unmet Transit Needs Public Hearing and Process Schedule

September 10, 2019	CTAC/SSTAC reviews and approves definitions and unmet needs schedule
December 6, 2019	VCTC approves FY 20/21 Unmet Transit Needs schedule and definitions
December 16, 2019	Unmet Transit Needs information and survey will be posted to the www.goventura.org website and social media promotion will begin
January 7, 2020	30-day legal notice for public hearing appears in print on VC Star, La Vida News
February 7, 2020	Public Hearing 9:00 AM, Camarillo City Hall (in conjunction with VCTC meeting)
April 14, 2020	CTAC/SSTAC approves unmet needs findings and staff recommendation
May 1, 2020	9 am Camarillo City Hall: <ul style="list-style-type: none"> - VCTC Unmet Needs Staff Presentation of Findings and Public Hearing - VCTC adopts Unmet Transit Needs Public Hearing Findings
June 5, 2020	VCTC adopts FY19-20 TDA apportionments
August 15, 2020	Deadline to submit to State for review of findings



Item #7

September 10, 2019

**MEMO TO: CITIZENS ADVISORY COMMITTEE / SOCIAL SERVICE TRANSPORTATION
 ADVISORY COMMITTEE**

FROM: STEVE DEGEORGE, PLANNING DIRECTOR

**SUBJECT: U.S. 101 HOV PROJECT APPROVAL / ENVIRONMENTAL DOCUMENT (PAED)
 UPDATE**

RECOMMENDATION:

- Receive and file presentation.

BACKGROUND:

In January 2014, Caltrans completed a Project Study Report (PSR) for widening approximately twenty-seven (27) miles of U.S. 101 roughly between State Route 23 in Thousand Oaks and State Route 33 in San Buenaventura. The PSR is a broad preliminary report suggesting a range of alternatives that could relieve congestion on U.S. 101. The PSR recommended alternatives that included up to two High Occupancy Vehicle (HOV) Lanes, auxiliary lanes and a number of bridge or other structure widenings.

Continuing to move the project forward, VCTC adopted a series of funding agreements that would allow VCTC to take full ownership of the 101 widening and manage the project in partnership with Caltrans. In June of 2018 after a lengthy Request for Proposal (RFP) and contracting process, the VCTC entered into an agreement with WSP USA Inc. to conduct the U.S. 101 HOV Project Approval/Environmental Document (PAED) Phase to widen U.S. 101. The PAED phase of the widening will narrow the project alternatives, select a preferred alternative and complete the environmental documentation for the project.

The U.S. 101 PAED has been underway for approximately fourteen (14) months completing the initial data collection, public scoping meetings, and traffic analysis. The project is now in the Alternative Analysis phase, which will determine the two (2) build alternatives to be studied based on the data collected, public input, and the need and purpose of the project. VCTC staff will present an overview of the project and the PAED process to date. As the project moves forward staff will continue to bring periodic updates to the CTAC and keep it apprised as to the project development and opportunities for public input.