



AGENDA

TRANSPORTATION TECHNICAL ADVISORY COMMITTEE (TTAC)
Thursday, December 18, 2014, 9:00 a.m.
Camarillo City Hall, Administrative Conference Room
601 Carmen Drive, Camarillo, CA

- Item #1 CALL TO ORDER**
- Item #2 PUBLIC COMMENTS**
- Item #3 OCTOBER 16, 2014 MEETING MINUTES – PG. 3**
- Approve the October 16, 2014 meeting minutes.
- Item #4 APPROVAL OF THE 2015 TTAC MEETING SCHEDULE – PG. 5**
- Approve the 2015 TTAC meeting schedule.
- Item #5 CALTRANS LOCAL ASSISTANCE UPDATES**
- Receive updates from Caltrans Local Assistance Staff.
- Item #6 ACTIVE TRANSPORTATION PROGRAM PROCESS DEBRIEFING – PG. 7**
- Discuss the recent Active Transportation Project statewide selection.
- Item #7 STATUS OF FEDERAL STP AND CMAQ PROJECTS – PG. 9**
- Receive and file updated project schedules.
- Item #8 POTENTIAL FUTURE CMAQ CALL FOR PROJECTS – PG. 14**
- Discuss policy for CMAQ shelf list.
- Item #9 VENTURA COUNTY REGIONAL BICYCLE WAYFINDING PROJECT – PG. 16**
- Receive and file status update on the Ventura County Regional Bicycle Wayfinding Project.
- Item #10 REVIEW OF COUNTYWIDE TRANSIT MARKETING AND RIDESHARING PROGRAMS – PG. 19**
- Receive and file information on Countywide Transit Marketing and Ridesharing Programs.
- Item #11 HIGHWAY MONITORING CAMERAS DEMONSTRATION PROJECT**
- Discuss the Highway Monitoring Cameras Demonstration Project.

Item #12 **FUTURE AGENDA ITEMS**

Periodic Highway Construction Updates

Regional Transportation Funding & Planning

Congestion Management Program

ATP Application Peer Review

Donlon Road Project Presentation

Item #13 **ADJOURNMENT**

**MINUTES OF THE
VENTURA COUNTY TRANSPORTATION COMMISSION
TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
October 16, 2014**

Item #1 Call to Order

Chairperson Ken Matsuoka informally called the meeting to order at 9:05 a.m. and moved to hear Item 7 while awaiting a quorum. At 9: 20 a.m. a quorum was present and Chair Matsuoka officially called the meeting to order. The following people were present (an asterisk represents voting Member Agencies):

| | | | |
|----------------|-----------------|-----------------|--------------|
| Robert Wong | Caltrans | Morris Zarbi | Caltrans |
| Fred Bral | Caltrans | Ravi Ghate | Caltrans |
| Bill Golubics | Camarillo | Ken Matsuoka | Camarillo* |
| Thang Tran | Camarillo | Dave Klotzle | Moorpark* |
| Jason Samonte | Oxnard* | Cynthia Daniels | Oxnard |
| Chris Birkelo | Port Hueneme* | Brian Yanez | Santa Paula* |
| Joseph Briglio | SCAG | Kamran Panah | Simi Valley* |
| Mike Tohidian | Thousand Oaks* | Tom Mericle | Ventura* |
| David Fleisch | Ventura County* | Ben Cacatian | VCAPCD |
| Peter De Haan | VCTC | Stephanie Young | VCTC |

Item #7 Route 101/23 Presentation – Receive and File

(Item heard out of order)

Ravi Ghate of Caltrans presented this informational item; no action was required or requested if TTAC. A visual and oral presentation was made on progress of the US Route 101/SR-23 Freeway Interchange Improvement Project. Discussion was had on project objectives, schedule, scope, current construction activities and stages of construction as the project progresses. The expected completion date is December 2015.

Item #2 Public Comments

Mr. Joseph Briglio of Southern California Association of Government (SCAG) introduced himself as the new Regional Affairs Officer.

Item #3 September 18, 2014 Meeting Minutes – Action

Tom Mericle of Ventura moved to approve the September 18, 2014 meeting minutes. David Fleisch of Ventura County seconded the motion. A voice vote was taken and it passed unanimously.

Item #4 August 21, 2014 Meeting Minutes – Action

Tom Mericle of Ventura moved to approve the August 21, 2014 meeting minutes. David Fleisch of Ventura County seconded the motion. A voice vote was taken and it passed unanimously.

Item #5 Caltrans Local Assistance Updates

Morris Zarbi of Caltrans explained that all Request for Authorizations (RFA) that are received for the current Federal Fiscal year that are without an updated Quality Assurance Program (QAP) and Exhibit 9-B (Local Agency DBE Annual Submittal Form) will not be processed; the QAP is required to be updated every five years.

Discussion was had on the recent closure of the Caltrans satellite office in Ventura, TTAC requested Caltrans assist in ensuring the telephone number associated with the office remain functional. Robert Wong of Caltrans offered to relay TTAC’s concerns to Caltrans Deputy District Director of Operations. TTAC requested that Caltrans provide Ventura County agencies advanced notification (and defined replacement procedures or processes) if similar District 7 changes or re-structuring of staff occurs in the future as local agencies, the media and the general public relied on the staff and telephone number provided at the Caltrans Ventura satellite office. Ken Matsuoka of Camarillo asked who the Ventura County contact is for permit issues. Robert Wong of Caltrans said that the Local

Assistance Area Engineer is the liaison for all Caltrans related issues. TTAC requested that Caltrans provide Ventura County agencies a basic organizational chart with employee information by division (name, email, telephone number) so Ventura County has up-to-date points of contacts for project-related issues. Tom Mericle of Ventura suggested Caltrans could provide current updates regarding organizational and departmental contacts at its Quarterly Meetings. Mike Tohidian of Thousand Oaks requested confirmation that Exhibit 9-B is still required with RFA submittals as his staff attended a recent Caltrans DBE Training Workshop and it was explained that Exhibit 9-B is no longer needed. Morris Zarbi of Caltrans said he would follow up after the meeting to confirm. Robert Wong of Caltrans noted that the new invoicing procedure began on October 1 and all DBE/Good Faith efforts on contracts over two million dollars need to be submitted to Local Assistance for review then goal setting and consulting contracts over \$250,000 are required to be submitted to Local Assistance for DBE goal approval.

Item #6 Approve Mini Call-for-Projects for Congestion Mitigation and Air Quality (CMAQ) Funds - Action

Peter De Haan of VCTC presented this item regarding a new mini-call for projects to program CMAQ funds anticipated to come available during Fiscal Year (FY) 2014/15. Staff recommended approval of the guidelines and application, schedule of projects, policy shelf list, an “off-the-top” funding of \$443,000 for Regional Ridesharing and \$500,000 for Transit Marketing and the appointment of a TTAC member to the Task Force Committee that will review of project scoring. Discussions were had on TRANSCOM’s review and motion on this item. TTAC provided the following motions:

- David Fleisch of Ventura County moved to approve guidelines and application as amended based on discussions, in that the funding leverage section to be revised to reflect that “local match over the required match” be re-worded along the lines of “local match or funding from other sources” and that 30% local match (not 50%) receive fifteen points, 20% local match (not 30%) receive ten points and 0% local match gets zero points. Tom Mericle of Ventura seconded the motion. A voice vote was taken and it passed unanimously.
- David Fleisch of Ventura County moved to approve the mini call projects schedule. Tom Mericle of Ventura seconded the motion. A voice vote was taken and it passed unanimously.
- After discussions, TTAC determined there is value in receiving information on the effectiveness of the Rideshare Program as related to air quality, asking Staff to bring that information back to TTAC at a future meeting. David Fleisch of Ventura County moved to approve the “off-the-top” funding of \$443,000 for Regional Ridesharing and \$500,000 for Transit Marketing. Tom Mericle of Ventura seconded the motion. A voice vote was taken and it passed unanimously.
- David Fleisch of Ventura County moved to approve the policy for the shelf list as amended, based on discussions, in that the shelf list guidelines be revised to state that shelf list projects would be approved by the Commission, these projects only need re-approval if there is significant change to the project and the shelf list projects must re-apply for funds at subsequent mini-calls for projects. Tom Mericle of Ventura seconded the motion. A voice vote was taken and it passed unanimously.
- After discussion, TTAC determined there is value in having two members of both TTAC and TRANSCOM sit on the Task Force Committee that reviews project scoring. David Fleisch of Ventura County moved to nominate Tom Mericle of Ventura and Ben Emami of Ventura County as TTAC representatives on the Task Force Committee. Ken Matsuoka of Camarillo seconded the motion. A voice vote was taken and it passed unanimously.

Item #8 Future Agenda Items

The Donlon Road Project Presentation will occur at the January or February meeting. The ATP Application De-Briefing and ATP Application Peer Review discussions will occur at future meetings, relative to ATP cycles. The Highway Monitoring Cameras Demonstration Project, Congestion Management Program (CMP) and Bike Wayfinding Project items will occur as soon as possible.

Item #9 Adjournment

Chairperson Ken Matsuoka moved to adjourn the meeting at 10:34 a.m. A voice vote was taken and it passed unanimously.



Item #4

December 18, 2014

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: 2015 MEETING SCHEDULE

RECOMMENDATION:

- Approve 2015 Meeting Schedule with meetings continuing to be held at 9:00 a.m. on the third Thursday of every month at Camarillo City Hall in the Administrative Conference Room.

DISCUSSION:

The following is the proposed 2015 Meeting Schedule for the Committee's consideration. This schedule will continue the practice of meeting the third Thursday of the month:

January 15
February 19
March 19
April 16
May 21
June 18
July 16
August 20
September 17
October 15
November 19
December 20



City of Camarillo

Office of the City Clerk

MEMORANDUM

DATE: October 17, 2014 via email: kelam@goventura.org
TO: Kara Elam
VCTC
FROM: Jeffrie Madland, City Clerk *JM*
SUBJECT: Use of City Facilities – 2015 TTAC Meetings

We have reserved the Administrative Conference Room for the TTAC meetings on the third Thursday of each month from 9:00 a.m. to 11:00 a.m.

Please note the following conditions for the use of the room:

- Food and drinks are allowed in the conference room. However, you must supply your own coffee, water, cups, and utensils.
- The facilities must be left in the condition you found them. You are responsible for cleaning up after your meeting. You may be subject to a janitorial fee if clean up is necessary by the city.
- Tables cannot be moved. If you need to move chairs for your event, please put them back in their place before you leave.
- If you require use of the audio/visual equipment, please contact Janet Starr in General Services at 383-5633, at least one week prior to your use. You must supply your own laptop.
- Please come prepared for your meeting. Your approved use does not include use of the City's telephone system (unless prearranged), fax machine, or copy machine.
- Please notify us at least 24 hours before your event if you need to cancel.

If you have any questions, please call me at 388-5353.

cc: Bill Golubics
Roc Pulido
Miguel Herecia



Item#6

December 18, 2014

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: ACTIVE TRANSPORTATION PROGRAM PROCESS DEBRIEFING

RECOMMENDATION:

- Discuss what lessons might be learned from the recent Active Transportation Project statewide selection.

BACKGROUND:

The Active Transportation Program (ATP) was created by Senate Bill 99 (Chapter 359, Statutes of 2013) and by Assembly Bill 101 (Chapter 354, Statutes of 2013) to fund projects that increase and promote bike and pedestrian trips. The initial call for projects includes three years of apportionments (FY 2012/13 through FY 15/16) to be allocated over two years (FY 14/15 and 15/16). Per the ATP guidelines, agencies applied to Caltrans for funding from the statewide portion of ATP funds by May 21, 2014. Caltrans assigned scores to each of the projects. The funding cut off for statewide funding was 81.5 points and none of the Ventura County projects scored close to high enough to qualify for that funding (see Attachment). The applications for the selected projects are posted at http://www.catc.ca.gov/programs/ATP/2014_Project_Apps.html.

DISCUSSION:

Caltrans has indicated they anticipate releasing a call for projects for the next ATP funding cycle in March 2015. In anticipation of this upcoming funding cycle the Committee may want to discuss if there are any lessons to be learned from the projects that were selected by Caltrans for funding.

It has been noted that the City of Santa Barbara competed well in the Caltrans project selection process. At the invitation of Tom Mericle, the Santa Barbara Transportation Manager is planning to come to the TTAC meeting to discuss their projects and what why they may have been successful in obtaining ATP funding.

Item #6, Attachment

| Agency | Project Title | Total Project Cost | Total Fund Request | FY 14-15 | FY 15-16 | Score |
|---------------|--|---------------------------|---------------------------|-----------------|-----------------|--------------|
| Simi Valley | Arroyo Simi Greenway Bike Trail Phase 3 | 1,330 | 1,197 | 77 | 1,120 | 68.3 |
| Ventura | Westside Ped and Bicycle Facility Improvements | 1,500 | 1,500 | 200 | 1,300 | 67.7 |
| Oxnard | Oxnard Blvd Bike Lanes | 1,215 | 57 | | 57 | 65.3 |
| Ventura | Bike Bath Crossing Safety Beacons | 426 | 377 | 35 | 342 | 64.0 |
| Ventura Co | Las Posas Road Bike Lanes (South), Phase II | 690 | 610 | | 610 | 63.0 |
| Thousand Oaks | Rancho Rd Ped/Bike Improv | 1,027 | 909 | 109 | 800 | 61.0 |
| Santa Paula | 10th St (SR 150) Bicycle and Ped Improvements | 635 | 577 | 577 | | 60.0 |
| Ventura Co | Santa Ana Rd Widening and Bike Lanes (Central) | 1,300 | 1,150 | | 1,150 | 54.0 |
| Ventura Co | Camarillo Heights and Somis Schools ped improv | 625 | 578 | | 578 | 47.3 |
| Oxnard | Vineyard Ave Bike Lanes | 746 | 660 | 660 | | 45.0 |
| Thousand Oaks | City Ped & Bicycling Improv | 1,656 | 1,466 | 176 | 1,290 | 40.0 |
| Ventura Co | Rio Real School, Ped and street improv | 400 | 365 | 365 | | 36.3 |



Item #7

December 18, 2014

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
FROM: STEPHANIE YOUNG, PROGRAM ANALYST
SUBJECT: STATUS OF FEDERAL STP AND CMAQ PROJECTS

RECOMMENDATION:

- Update project schedules.

DISCUSSION:

Under federal law, STP and CMAQ funds apportioned to California lapse if they are not used within three years. AB 1012, which became law in October, 1999, applies the three-year lapsing rule to CMAQ and STP funds in each county. It is important for VCTC to have an accurate schedule of STP and CMAQ projects to ensure that our region does not lose funds. Currently, Ventura County is at risk of losing \$3.2 million CMAQ and \$3.9 million STP if FY 14/15 projects are not obligated before November 1, 2015.

VCTC also uses this project schedule to ensure that the Federal Transportation Improvement Program (FTIP) includes all of the projects which are ready-to-go and to manage the county's Obligation Authority (OA). The current 2013 FTIP will be replaced by the 2015 FTIP around mid-December. At that time, all projects not correctly programmed in the 2015 FTIP will have to wait for VCTC to process an FTIP amendment in order to obligate funds. Staff will update the 2015 FTIP according to the obligation dates reported in the attached tables, so it is important to update these dates accurately in order to ensure no delay in obligation.

The tables showing the status of all unobligated STP and CMAQ projects can be found in Attachment A. The schedules showing all projects reported to be obligated in FY 14/15 in Attachment B. Staff requests that cities provide updates to the listed STP and CMAQ projects at the TTAC meeting.

Item #7, Attachment A

ATTACHMENT B

CMAQ Project Obligations as of 11/1/2014

| Project Name | Agency | Call | TIP ID | CMAQ Funding | Actual/Expected Obligation (E-76) Date | Obligated Amount* | Balance | Project Status | Next Submittal & Date (PE/ ROW Cert/RFA/First Invoice/Closeout) |
|---|--------------|----------------|---------------------------|--------------|--|-------------------|-------------|---|---|
| Santa Clara Bike Lanes Central/118 | County | 2010 Mini-Call | 07-VEN110303 5952(155) | \$ 60,000 | 6/28/2011 | \$ 60,000 | \$ - | Project Completed on 04-01-2014 | closeout |
| SR 126 Bike Path | S.B. Ventura | TEA-21 | 07-VEN990320 | \$ 632,500 | 7/1/2011 | \$ 632,500 | \$ - | Plant establishment | |
| Hwy 126 Harmon Barranca Bike Path | S.B. Ventura | 2010 Mini-Call | 07-VEN031229 5026(038) | \$ 1,215,553 | 7/1/2011 | \$ 574,377 | \$ 641,176 | Plant establishment | |
| Moorpark Metrolink Station Entrance | Moorpark | 2010 Mini-Call | 07-VEN031218 5436(016) | \$ 449,450 | 1/5/2012 | \$ 449,205 | \$ 245 | Completion expected 2014 | closeout |
| Calleguas Creek Bike Trail Ph IV | Camarillo | 2010 Mini-Call | 07-VEN110106 | \$ 54,000 | 1/11/2012 | \$ 54,000 | \$ - | Design complete. Received E76 for CON on 4/2014. Advertise 8/2014. | |
| Erbes Rd Improvements | T.O. | 2012 Mini-Call | 07-VEN110308 5392(048) | \$ 4,450,000 | 8/31/2012 | \$ 4,200,000 | \$ 250,000 | CON award 3/2013. 80% complete. Project is underfunded by approx \$1M. CON completion anticipated Spring 2015. \$250K transferred from Hillcrest (6/6/14) | |
| Ventura Blvd Sidewalk PE | Oxnard | 2012 Mini-Call | 07-VEN120403 5129(078) | \$ 67,000 | 11/6/2012 | \$ 67,000 | \$ - | | |
| Rose Ave Sidewalk PE | Oxnard | 2012 Mini-Call | 07-VEN120402 5129(079) | \$ 33,000 | 11/6/2012 | \$ 33,000 | \$ - | | |
| Lynn Road Bike Lanes | T.O. | SAFETEA-LU | 07-VEN090503 5392(050) | \$ 655,000 | 11/8/2012 | \$ 665,000 | \$ (10,000) | Substantially complete | Closeout |
| Citywide Sidewalk Survey | Oxnard | 2012 Mini-Call | 07-VEN120802 5129(081) | \$ 177,060 | 12/20/12 | \$ 177,000 | \$ 60 | PE authorized 12/20/2012 | 1st Invoice |
| Amelli Rd/Dunnigan St Traffic Signal | Camarillo | 2012 Mini-Call | 07-VEN130106 5393(033) | \$ 50,000 | 4/9/2013 | \$ 50,000 | \$ - | RFQ being processed | 1st Invoice |
| West LA Ave Bike Lanes PE | Simi Valley | 2012 Mini-Call | 07-VEN120417 5405(080) | \$ 132,795 | 6/27/2013 | \$ 132,795 | \$ - | Design in progress. | |
| Transportation Demand Management | Oxnard | 2012 Mini-Call | 07-VEN120406 5129(076) | \$ 132,795 | 7/1/2013 | \$ 132,795 | \$ - | E-76 received | 1st Invoice |
| Oxnard Blvd Bike/Ped Path from Gonzales | Oxnard | SAFETEA-LU | 07-VEN120424 5129(029) | \$ 341,000 | 7/23/2013 | \$ 334,000 | \$ 7,000 | E-76 received | 1st Invoice |
| Santa Clara Bike Lanes Central/118 | County | 2010 Mini-Call | 07-VEN110303 5952(155) | \$ 1,030,000 | 8/2/2013 | \$ 1,030,000 | \$ - | Project Completed on 04-01-14 | |

Item #7, Attachment A (cont'd)

ATTACHMENT B

Approved STP Program - Obligated Projects as of 11/1/14

| Project Name | Agency | Call | TIP ID | STP Funding | Actual/Expected Obligation (E-76) Date | Obligated Amount* | Project Balance | Project Status | Next Submittal Date (PES/ ROW Cert/RFA/1st Invoice/Closeout) |
|---|--------------|------------------|------------------------|-------------|--|-------------------|-----------------|---|--|
| Traffic Signal 23 / River St | Fillmore | SAFETEA-LU | 07-VEN031225 | \$120,000 | 11/5/2007 | \$120,000 | \$0 | Not yet closed out. | Closeout |
| Central Avenue Intersection Improve | Fillmore | SAFETEA-LU | 07-VEN93017 | \$600,000 | 11/5/2007 | \$600,000 | \$0 | Not complete. | Closeout |
| Street Overlay/Resurfacing/Rehab | Oxnard | SAFETEA-LU Local | 07-VEN54032 | \$3,031,487 | 8/23/2011 | \$2,628,050 | \$403,437 | | |
| Victoria Avenue Improvements | Oxnard | 2010 Mini-Call | 07-VEN110112 | \$58,873 | 12/13/2011 | \$58,873 | \$0 | | |
| Ponderosa Dr Landscaping Toll Credit | Camarillo | 2010 Mini-Call | 07-VEN110305 | \$52,390 | 8/31/2012 | \$52,390 | \$0 | CON underway; completion expected 8/2014. Issued with Certified Payroll | Closeout |
| Ponderosa Dr Landscaping California Street / 101 Off Ramp | Camarillo | SAFETEA-LU | 07-VEN110305 | \$403,172 | 8/31/2012 | \$403,172 | \$0 | CON underway; completion expected 8/2014. Issued with Certified Payroll | Closeout |
| E. Ventura Blvd Improvements | S.B. Ventura | 2010 Mini-Call | 07-VEN010202 | \$750,000 | 8/31/2012 | \$750,000 | \$0 | PAED | |
| E. Ventura Blvd Improvements | Oxnard | SAFETEA-LU | 07-VEN053403 | \$248,000 | 11/2/2012 | \$248,000 | \$0 | | |
| Del Norte Road Rehabilitation | Oxnard | SAFETEA-LU | 07-VEN54032 | \$532,600 | 11/16/2012 | \$532,600 | \$0 | Con from Demo./Huen; ROW Cert expected 12/2012 | Has this been completed? |
| Del Norte Road Rehabilitation | Oxnard | 2010 Mini-Call | 07-VEN54032 | \$929,612 | 11/16/2012 | \$929,612 | \$0 | | Has this been completed? |
| Sta Rosa Rd Widen Upland/Woodlark | Camarillo | SAFETEA-LU | 07-VEN040502 5393(026) | \$2,370,277 | 4/3/2013 | \$560,000 | \$1,810,277 | RW Cert In process; \$500K shifted from Cam Pavement | RFA |
| Rice Ave at Wooley Rd Improvements | County | 2012 Mini-Call | 07-VEN121006 5952(165) | \$200,000 | 5/13/2013 | \$167,985 | \$32,015 | Completed 04-01-14 | |
| Hueneme Road Widening | Oxnard | 2010 Mini-Call | 07-VEN34094 5129(048) | \$824,628 | 5/20/2013 | \$824,628 | \$0 | Suspended until Feb 2015 by US Dept of Fish and Game | |
| Erbes Road Improvements | T.O. | 2012 Mini-Call | 07-VEN110308 5392(048) | \$285,027 | 7/8/2013 | \$263,869 | \$21,158 | \$285K STP transferred from Wendy Dr cost savings (3/1/13); | |
| Pleasant Valley Bike Lanes | County | 2012 Mini-Call | 07-VEN130401 5952(166) | \$360,000 | 8/8/2013 | \$360,000 | \$0 | Project completed on 04-28-14 | |
| Rice Corridor Bridge PE | Oxnard | 2012 Mini-Call | 07-VEN120801 | \$1,760,000 | 8/30/2013 | \$1,760,000 | \$0 | City Council approval of contract expected Dec 2014 | |
| Road Resurfacing | Ojai | 2012 Mini-Call | 07-VEN54032 5251(023) | \$354,120 | 9/17/2013 | \$354,000 | \$120 | Out to bid on 11/7/13. | |

Item #7, Attachment B

CMAQ PROJECTS FY 2014/15

Balance as of October 1, 2014

\$ 11,545,601

FY 14/15 Apportionment (estimate)

\$ 8,321,872

Total Available

\$ 19,867,473

| Project Title | Agency | TIP ID | Planned Obligation (E-76 date) | Amount | Current Project Status | FTIP Status |
|--|--------------|-----------|-----------------------------------|-------------|------------------------|--|
| Fox Canyon Barranca Bike Bridge | Ojai | VEN130601 | Jan-15 | \$102,975 | | Must be updated in 2015 FTIP if not obligated by mid-Dec |
| Rose Ave Sidewalk CON | Oxnard | VEN120402 | Jan-15 | \$401,555 | | |
| Bike Trail in Railroad ROW | Santa Paula | VEN111102 | Jan-15 | \$1,110,000 | | Must be updated in 2015 FTIP if not obligated by mid-Dec |
| Sheridan Way/Ventura River Bike Trail PE | S.B. Ventura | VEN110304 | Jan-15 | \$44,265 | | |
| Arneill/Dunnigan Traffic Signal | Camarillo | VEN130106 | Jan-15 | \$200,000 | | Must be updated in 2015 FTIP if not obligated by mid-Dec |
| Ventura Blvd Sidewalk CON | Oxnard | VEN120403 | Jan-15 | \$846,346 | | FTIP amendment will be approved early 2015. |
| West LA Ave Bike Lanes CON | Simi Valley | VEN120417 | Jan-15 | \$2,080,455 | | FTIP amendment will be approved early 2015. |
| Sheridan Way/Ventura River Bike Trail CON | S.B. Ventura | VEN110304 | Apr-15 | \$177,060 | | |
| Hwy 126 Bike Path Gap Closure RW | S.B. Ventura | VEN031230 | Jun-15 | \$53,118 | | |
| Hwy 126 Bike Path Gap Closure CON | S.B. Ventura | VEN031230 | Jun-15 | \$743,652 | | |
| Bike facilities for NECSP | Oxnard | VEN130101 | Jun-15 | \$585,360 | | Must be updated in 2015 FTIP |
| C Street Bike Facilities | Oxnard | VEN130102 | Jun-15 | \$278,250 | | Must be updated in 2015 FTIP |

Total obligations in FY 14/15 \$6,623,036

Remaining balance \$13,244,437

Lapsing Funds \$3,223,729

STP Project Obligation Statuses

STP PROJECTS FY 2014/15

| | |
|---|----------------------|
| <u>Balance as of October 1, 2014</u> | \$ 13,828,658 |
| <u>FY 14/15 Apportionment (estimate)</u> | <u>\$ 9,885,986</u> |
| <u>Total Available</u> | \$ 23,714,644 |

| Project Title | Agency | Planned Obligation (E-76 date) | TIP ID | Amount | Current Project Status | FTIP Status |
|---|-----------|--------------------------------|--------------|-------------|---|------------------------|
| Sta Rosa Rd Widening Upland/Woodcrk CON | Camarillo | Jan-15 | 07-VEN040502 | \$1,810,277 | Transferred \$500K from VEN54032. | Currently in 2015 FTIP |
| Route 23 Widening High/Third | Moorpark | Jan-15 | 07-VEN051213 | \$1,500,000 | Prelim. Design and ROW needs in progress. | Currently in 2015 FTIP |
| Route 118 - Moorpark to e/o Spring | Moorpark | Jan-15 | 07-VEN34089 | \$796,770 | Design and ROW acquisition in progress | Currently in 2015 FTIP |
| Pavement Rehab | Moorpark | Jan-15 | 07-VEN54032 | \$637,416 | PES needed. | Currently in 2015 FTIP |
| Pleasant Valley/E. 5th St Improvements | County | Aug-17 | 07-VEN130104 | \$1,540,000 | RW by 1/15/15. CON expected 8/2017. | Currently in 2015 FTIP |

| | |
|--|---------------------|
| <u>Total to be obligated by 10/1/2015</u> | \$4,744,463 |
| <u>Balance</u> | \$18,970,181 |



Item #8

December 18, 2014

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
FROM: PETER DE HAAN, PROGRAMMING DIRECTOR
SUBJECT: POTENTIAL FUTURE CMAQ CALL FOR PROJECTS

RECOMMENDATION:

- Discuss policy for CMAQ shelf list.

BACKGROUND:

At the October meeting when the Committee approved the CMAQ Call for Projects guidelines, the Committee recommended that the guidelines include a policy that projects on the shelf list be funded, should funds become available, without further Committee or Commission approval. Attached for reference is the Shelf List Policy for the prior call for projects. It should be noted that the prior funding round was the first time that a shelf list was employed. Staff anticipates that a Shelf List Policy will be included in the action to approve the new CMAQ projects, scheduled for TTAC in February.

Subsequent to the last TTAC meeting staff identified two issues which need further discussion prior to finalizing the policy. These issues are as follows:

1. Automatic project approval: TTAC recommended at the last meeting that there no longer be a requirement for Committee and Commission approval of a project moving from the shelf list to being funded. Previously, the projects on the shelf list went to TTAC, TRANSCOM and the Commission to approve funding.

Subsequent to the TTAC meeting, staff realized that the TTAC recommendation would entail the Commission taking an approval action without having certainty as to which projects its action was funding, a situation which has generally been considered unacceptable. Also, there could be a significant amount of staff discretion in managing the shelf list, for example in determining whether a funded project has failed, or what are the appropriate priorities when there is a mismatch between the amount of available funds and the size of the top priority unfunded project.

Based on these concerns staff recommends that the policy state that shelf list projects can move up to be funded by being placed on the Commission's consent calendar, provided that specific rules are followed, such as receiving written notification from an agency cancelling a project, and that agency not wishing to move the funds to another approved project.

2. Delayed projects: There has been discussion of possibly moving up a project on the shelf list should a previously-approved project be delayed to a later year. Staff does not recommend such a policy, since if a large number of projects are delayed and supplanted with shelf list projects, while a commitment still exists to the delayed projects, the result would be the commitment of several additional years' worth of CMAQ projects. The result would be Commission approval of a program where it is unclear how many years' worth of funds are being committed by its action.

For the Committee's review, another issue that has been previously discussed has been whether projects remaining on the shelf list should have priority in a future call for projects. The Committees did not recommend such a priority be given, and the guidelines for the current call for projects do not give priority to projects remaining on the shelf from the last call, on grounds that the prior shelf list policy did not make such a commitment. However, the guidelines do provide that projects on the shelf list will have priority for FY 2015/16 CMAQ funds when they become available, since no call for projects is envisioned next year.



Item #9

December 18, 2014

MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE

FROM: STEVE DEGEORGE, DIRECTOR OF PLANNING

SUBJECT: VENTURA COUNTY REGIONAL BICYCLE WAYFINDING PROJECT

RECOMMENDATION

- Receive and File

BACKGROUND

The Ventura County Transportation Commission (VCTC) authorized the Ventura County Regional Bicycle Wayfinding project on February 7, 2014, and designated TTAC as the oversight committee for the project. To assist staff with moving this project forward VCTC contracted with COH & Associates, Inc. to provide project management services. Carlos Hernandez of COH & Associates, Inc. will be overseeing the project activities and will be working closely with VCTC staff, TTAC, and bicycle advocates to develop a Request for Proposal (RFP), consultant selection and implementation of the project. Funding for this effort was set aside and included in the adopted Fiscal Year 2014/2015 budget.

The Wayfinding project will identify intercity and cross county bicycle routes, develop and 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 and assist the region in meeting the goals of the 2012 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS).

DISCUSSION

Draft project goals and objectives were created by COH & Associates to help guide the development of the Ventura County Regional Wayfinding project. The purpose of the project is to develop a regional bicycle wayfinding program in Ventura County that installs the first round of signs, and identifies future expansion of the system, maintenance responsibilities and cost.

Project Goal: *Plan, design and implement a regional bicycle wayfinding program in Ventura County.*

Project Objectives:

- Focus on intercity/intercounty bike routes;
- Identify existing and future routes for signage;
- Identify policies, criteria and graphic conventions for wayfinding;
- Develop and install consistent signage;
- Coordinate with local agency staff and local bike groups;
- Identify and prioritize route gaps and missing links; and
- Anticipate expansion including the addition of new destinations.

Focus on intercity/intercounty bike routes: The project proposes to build a regional/intercity wayfinding system throughout the County as well as connect with Santa Barbara and Los Angeles Counties. While each city and the County will have portions of the regional network in their jurisdiction the focus of the project is regional in nature rather than developing local bicycle routes.

Identify existing and future routes for signage: The regional wayfinding project should leverage work already completed in identifying intercity/intercounty bicycle routes through the use of previous studies including, the Ventura County Regional Trails and Pathways Final Master Plan Report (County of Ventura, 1995), the Ventura County Regional Bikeways Plan (VCTC, 1996), and the Ventura Countywide Bicycle Master Plan (VCTC 2007). Signage should only be installed on existing designated bikeways to ensure the safety of bicyclists. Roads identified as critical for bicycle travel but are not designated bikeways shall be considered for future signage and prioritized for funding opportunities.

Identify policies, criteria and graphic conventions for wayfinding: The project consultant will identify current wayfinding signage policies and graphic conventions, and describe any challenges to alternative designs. Consultant will also be asked to identify and describe best practices and lessons learned from other jurisdictions that have implemented wayfinding systems.

Develop and install consistent signage: The project consultant will provide examples, develop and recommend signage including options for regional and/or local agency branding while maintaining sign consistency throughout the County and with neighboring Counties.

Coordinate with local agency staff and local bike groups: Local staff, TTAC and bicycle groups are key stakeholders in the success of this project. Development of the project scope, the Request for Proposal (RFP), sign design and route selections shall be done in conjunction with the stakeholders. At a minimum the following bike groups will be contacted: Channel Islands Bicycle Club, Ventura Climate Care Options Organized Locally, Ventura County Recumbent Riders, Amgen Cycling Club, Moorpark Bike Rides, Ojai Cyclists, Oxnard Bicycles, Conejo Valley Cyclists, and Rincon Triathlon Club.

Identify route gaps and missing links: The project provides an opportunity to identify gaps in routes and missing links for priority funding. A Regional Bicycle Improvement Project list would be developed from improvements identified during the development of the wayfinding

program. Regional Bicycle Improvement Projects would be given priority by VCTC for regional and discretionary funding.

Anticipate expansion including the addition of new destinations: The consultant will be directed to establish a program that anticipates expansion of the wayfinding system beyond the initial installation provided by the project.

RFP and Scope of Work

COH & Associates will bring together the TTAC subcommittee and other stakeholders in January 2015 to develop the RFP, including the proposed scope of work. All work shall be brought back to the full TTAC for discussion as the project moves forward. The RFP will be released upon approval by the VCTC Board. As part of the Scope of Work a preliminary schedule will be developed to guide the remainder of the project.



Item #10

December 18, 2014

**MEMO TO: TRANSPORTATION TECHNICAL ADVISORY COMMITTEE
TRANSIT OPERATORS ADVISORY COMMITTEE**

FROM: PETER DE HAAN, PROGRAMMING DIRECTOR

**SUBJECT: REVIEW OF COUNTYWIDE TRANSIT MARKETING AND RIDESHARING
PROGRAMS**

RECOMMENDATION:

- Receive and file.

BACKGROUND:

For many years VCTC has managed coordinated countywide programs to market transit and provide regional ridesharing services including marketing and carpool matching. Originally, the Regional Ridesharing program was funded through the call for projects with Congestion Mitigation and Air Quality (CMAQ) funds while the Transit Marketing program was funded off-the-top of the Federal Transit Administration Section 5307 funds. In recent years to conserve Section 5307 funds the Transit Marketing was also funded with CMAQ. This year when the CMAQ call for projects guidelines were presented to TRANSCOM and TTAC, staff recommended that be taken off-the-top without a requirement for submittal of an application or project scoring, based on the many years of consistent funding for these projects as a high priority. The Committees accepted this recommendation with the direction that staff return with information on the expenditure level and effectiveness of these programs.

DISCUSSION:

Attached for the Committees' review is information on the accomplishments of the two programs. The funding has consistently been set at set at \$443,000 per year for Regional Ridesharing and \$500,000 per year for Transit Marketing. There is no local match required for either program. The following are the actual expenditures over the past two fiscal years:

| | <u>FY 12/13</u> | <u>FY 13/14</u> |
|---|-----------------|-----------------|
| Regional Ridesharing Expenditures: | \$308,779 | \$407,399 |
| Transit Marketing Expenditures: | \$355,575 | \$403,332 |

It is important to note that maintenance of the commitment to ridesharing plays an important role in Ventura County's compliance with federal transportation conformity requirements, as well as the state sustainable communities mandate and Ventura County Air Pollution Control District Rule 211.

Rideshare Program Accomplishments

Overview

In order to maintain/improve non-Single Occupant Vehicle mode share in Ventura County, VCTC offers several alternatives to drive alone commuting through the Commuter Services program. Carpool matching is available to anyone commuting in Ventura County via a shared ridematching database operated with Los Angeles and Orange County transportation commissions. Geographically the database covers worksites in those three counties and seven additional counties on the home end. Each of the three participating commissions is responsible for maintaining their portion of the data which is allocated by employer location. Carpool/vanpool matching is offered through employers as part of their compliance with local Air Quality regulations and to the general public in response to marketing/outreach efforts. Due to the July 2014 transition of database and contract administrative services from Riverside County Transportation Commission to the Los Angeles Metro, VCTC now contracts with Los Angeles Metro for delivery of rideshare matching database management services.

Employer Services promotes all aspects of Transportation Demand Management to employers in Ventura County, highlighting benefits such as reduced traffic congestion, air pollution and parking demand in addition to reducing commuting costs for their employees. Services provided include processing surveys from Ventura County employers, generating biennial Average Vehicle Ridership (AVR) reports for Ventura County Air Pollution Control District's Rule 211 compliance and producing RideGuides and RideSmart Tips for the purpose of providing commuters rideshare opportunities. The RideGuide is a voluntary user specific piece that generates personalized matching information based on three primary parameters- home location, work location and shift time. The RideGuide also provides information on the Guaranteed Ride Home program, Employee Transportation Coordinator contact information, incentives and amenities available from the employer, transit scheduling, Park & Ride lot locations and vanpool opportunities. RideGuides are available in either hardcopy or electronic formats. Electronic RideGuides, also referred to as eRideGuides, are generated for any commuter who provides a viable email address at time of registration. RideSmart Tips is a more generic piece that details the GRH program, ETC contact information and County Park & Ride lots.

The Guaranteed Ride Home program is available to any registered employee that works in the County of Ventura. GRH trips of 20 miles or less are generally done by taxi, trips over 20 miles by rental car.

Staff monitors and supports the California Vanpool Authority (CalVans) Vanpool Program by active participation as a member of the CalVans Technical Advisory Committee.

Carpooling remains the second most popular commute option in Ventura County.

Estimated Benefits

| | FY 12/13 | FY 13/14 |
|--|-------------|-------------|
| Database | | |
| Commuters on file | 31,023 | 30,082 |
| Commuters active for matching | 6,029 | 5,532 |
| Company worksites on file | 337 | 300 |
| Estimated Avg. Home to work distance | 16.43 | 13.36 |
| AVR reports generated | 60 | 37 |
| | | |
| Matching Transactions | | |
| Number of carpool matches attempted: | | |
| Public (web) | 1,670 | 1,542 |
| Staff | 1,197 | 817 |
| Total carpool matches attempted | 2,867 | 2359 |
| Number receiving at least one match | 2,126 | 1,734 |
| Average age of matching record (days) | 169 | 190 |
| Average number of matches/RideGuide | 8 | 10 |
| Avg. distance home/work | 14.5 | 18.1 |
| RideSmart Tips generated | 10,725 | 9,151 |
| | | |
| Incoming Call Volume | - | 96 |
| | | |
| Guaranteed Ride Home Program Usage | | |
| Rental Car Trips | 35 | 25 |
| Taxi Rides | 34 | 27 |
| Total | 69 | 52 |
| | | |
| | | |
| Estimated Program Benefits | | |
| Reduction in Vehicles Miles of Travel | 2,795,526 | 2,531,410 |
| Reduction in Commuting Costs | \$1,509,331 | \$1,366,866 |
| Reduction in carbon monoxide (tons) | 41.21 | 26.23 |
| Reduction in volatile organic compounds (tons) | 5.31 | 2.87 |
| Reduction in Oxides of Nitrogen (tons) | 6.28 | 1.93 |

VCTC Marketing and Community Outreach FY 2012/13 Accomplishments

Marketing and Outreach efforts in Fiscal Year 2012/2013 focused heavily on the unexpected transition in contractors for the VISTA Bus System. In Mid-June we prepared for a possible disruption in service and went to great efforts to keep passengers informed of developments as they happened. Fortunately, a contract with a local provider was signed to continue the service, however there were equipment changes, temporary loss of the GoVentura Smart Card system and wi-fi, and a host of other issues of concern to our riders.

Much of the summer was spent on communications during the transition and arrangements for temporary “fixes” until the complete restoration of the service. A 10 ride card and paper monthly pass were developed while the Smart Card system was being transferred to the new buses. Bilingual seat drops were published regularly to keep riders informed of service updates. The website was updated as news became available and in a remarkably short time all the buses had VISTA logos and GoVentura Smartcard and wi-fi were restored.

While working on the VISTA challenge we still managed to accomplish our other planned marketing activities. As in previous years, VCTC hosted a booth at the Ventura County Fair in August. An estimated 5000 visitors stopped by the booth. A special August newsletter was published for the fair and the timing of the event provided an additional opportunity to provide VISTA service information.

In Fiscal Year 2012/2013 the Teen Council assisted in the creation of a Student Rider Guide which describes how to ride a bus and includes a list of all schools and points of interest frequented by young people. The project was submitted to the American Public Transit Association (APTA) for an AdWheel Award and was awarded First Prize for it’s category. Members also participated in Earth Day events, the County Fair and the Metrolink Toy Train. Currently the Teen Council is working on it’s latest project, a video to promote public transit. VCTC’s electronic presence has been strengthened through the use of up to date website information, social media messaging, eblasts, phone apps and Quick Response (QR) codes. VCTC currently has approximately 400 facebook and twitter followers and the monthly newsletter, “On The Move” appears on our website and is distributed electronically to more than 1000 recipients.

An electronic RideGuide was created and is now available online. Other Rideshare efforts included the development of Ventura County Naval Base specific materials and the production of radio ads for Rideshare promotions, such as Rideshare Week, and KCLU sponsorships.

VCTC worked with Metrolink to offer coupons to attract new riders through direct mailing.

VCTC Marketing and Community Outreach FY 2013/14

Marketing and Outreach efforts in Fiscal Year 2013/2014 focused on increasing participation in VCTC's commuter service programs, in particular Rideshare week. The number of radio spots was increased in both English and Spanish and presentations were made to the various city councils in the county. A kickoff luncheon was held for representatives of employers throughout the county. The luncheon was entertaining and interactive and resulted in requests for VCTC to cosponsor similar events to be held at individual work sites.

Collateral materials for the Guaranteed Ride Home Program were redesigned and printed in English and Spanish and a comprehensive Commuter Services Manual was created as a guide for employers to use. An electronic version of the Student Rider Guide was also put into service on the website.

As in previous years, VCTC hosted a booth at the Ventura County Fair, as well as city and community earth day events, health fairs and employer events. In FY 2013/14 VCTC received 2 AdWheel Awards from the American Public Transit Association (APTA). Carbon Footprint Seed Packets, created as giveaways for Earth Day events, won a First Prize award and the Transportation Infographic, created as a promotional item for the County Fair, took Grand Prize.

In Fiscal Year 2013/2014 the Teen Council created a video to increase awareness of the bus systems in Ventura County and to promote the Student Rider Guide produced the previous year by the inaugural Teen Council. Members also participated in Earth Day events and the County Fair and helped with recruitment efforts for the Teen Council.