



MEETING AGENDA

**GCTD Technical Advisory Committee (TAC)
Wednesday, September 15, 2021 – 10:00 a.m.**

Zoom Video Conference Meeting

Join by Computer:

<https://us02web.zoom.us/j/82191318348>

Join by Phone:

+16699009128,,82191318348#

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| 1. Call to Order/Introductions | ACTION |
| 2. Public Comments | INFO |
| 3. Committee Member Comments | INFO |
| 4. Staff Comments | INFO |
| 5. Approval of June 16, 2021 Meeting Summary | ACTION |
| 6. VCREA Agreement - Margaret Heath-Schoep | ACTION |
| 7. Bus Stop Improvement Plan: Outreach Discussion
Austin Novstrup | INFO |
| 8. Future Agenda Items | INFO |
| 9. Adjournment | |



GCTD Technical Advisory Committee (TAC)

2:00 p.m. – August 18, 2021
Gold Coast Transit District - Board Room

Meeting Summary

TAC Members Present: Tim Bochum, City of Oxnard; Phil Pulley, City of Ojai; Ray Gutierrez, City of Port Hueneme

TAC Members Absent: Don Villafana and Charles Cable, City of Port Hueneme; Dave Fleisch, County of Ventura; Sergio Albarran, City of Ventura; Claire Grasty, VCTC

GCTD Staff Present: Matt Miller, Planning Manager; Steve Brown, General Manager; Austin Novstrup, Transit Planner II; Robert Lucio, Mobility Management Coordinator; Margaret Schoep, Paratransit & Special Projects Manager; Allen Schentrup, Temporary Finance Manager

Members of the Public: None

1. Call to Order/Introductions

Tim Bochum called the TAC meeting to order at 2:01 PM.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

None.

4. Staff Comments

Matt Miller updated the TAC about GCTD's July service changes and the challenges in delivering service due to a staffing shortage GCTD is experiencing. GCTD is posting missed trips on the GCTD website, social media and through Syncromatics AVA/AVL system one week prior to missed trips.

5. Approval of Meeting Summary for June 16, 2021 TAC meeting

Ray Gutierrez made a motion to approve the June 2021 meeting summary Tim Bochum seconded the motion. The motion passed unanimously.

6. 4th Quarter & Year End Fixed-Route & Paratransit Report - Matt Miller & Margaret Heath-Schoep

Matt Miller presented many topics and main ideas from the 4th quarter & year end fixed-route report. Matt Miller discussed ridership trends for the 4th quarter and whole Fiscal Year of 20-21, projects completed and upcoming projects for FY 21-22.

Margaret Schoep gave a summary of the Paratransit portion of the 4th Quarter and Year End Report. She summarized annual ridership and discussed estimates of future use. She also gave an update of the Late-Night Safe Rides project of which she emphasized the ridership increase on the service and the positive feedback she's been receiving about the program. Margaret also gave an update of the projects her department is working on.

7. Bus Stop Inventory Existing Conditions Report – Austin Novstrup

Austin Novstrup gave a presentation on a recently completed bus stop inventory project and the existing conditions report. He discussed how and what GCTD staff collected as part of the inventory project. He subsequently discussed what the conditions of the bus stops are by jurisdiction. Austin Novstrup concluded the presentation by providing information about the next steps of the project which includes public, bus operator, stakeholder outreach and a bus stop improvement plan which will contain recommended stop improvements paired with different layers of socio-economic data to prioritize stop improvements.

TAC member questions included those about how ADA accessibility data was collected and what kinds of improvements can be made to stops to bring them into ADA compliance, how to inform GCTD of repairs occurring to stops, when will data and improvement plan be available for review.

8. Future Agenda Items

Information on GCTD Member TDA allocation process

9. Adjournment

Ray Gutierrez motioned to adjourn. Tim Bochum seconded the motion. The motion passed unanimously. Meeting adjourned at 2:47 p.m.



Item 7

DATE September 15, 2021
TO GCTD TAC Members
FROM Austin Novstrup, Transit Planner
SUBJECT **Bus Stop Improvement Plan: Outreach Discussion**

Discussion:

Gold Coast Transit District (GCTD) is currently working on the development of a Bus Stop Improvement Plan. The goal of this is to identify needs at transit facilities within the district and provide recommendations for projects that will address those needs. The plan will better position the GCTD to access funding when opportunities become available ultimately improving the quality of transit services within the district.

As part of the plan development staff will conduct a comprehensive outreach effort to engage the public, partner agency stakeholders, and GCTD's Operators, Operations Supervisors and Customer Service Representatives.

Outreach methods will include the following:

- Social Media Campaign – public engagement
- In-person Map Activity – operator engagement
- E-survey – supervisor and customer service staff engagement
- Stakeholder meetings -stakeholder engagement

Information and input from these efforts will be incorporated with data from the Bus Stop Inventory to form the basis for improvement recommendations.

Nest Steps:

Outreach efforts are begin this week with Operator Outreach during the bi-annual day with the planners on Thursday the 16th. The social media campaign, e-survey and stakeholder meetings will occur in through the remainder of September and in the month of October.

GOLD COAST TRANSIT DISTRICT