



**GCTD Technical Advisory Committee (TAC)
10:00 a.m. - Wednesday, December 19, 2018
Gold Coast Transit District - Board Room**

Meeting Summary

TAC Members Present: Treena Gonzalez, County of Ventura; Sergio Albarran, City of Ventura; Ryan Kim, City of Oxnard; and Claire Grasty, VCTC

TAC Members Absent: Don Villafana, City of Port Hueneme; Ellen Debord, City of Ojai

GCTD Staff Present: Steve Brown, General Manager; Vanessa Rauschenberger, Director of Planning and Marketing; Matt Miller, Planning Manager; Beatris Megerdichian and Austin Novstrup, Transit Planners;

Members of the Public: Michelle Woomer, City of Thousand Oaks

1. Call to Order/Introductions

Chair Treena Gonzalez called the TAC meeting to order at 10:02 a.m.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

Claire Grasty announced that VCTC will release the Transportation Emergency Preparedness Plan request for proposal on January 14th. She welcomed GCTD to review the request for proposal and informed staff that GCTD will be included in the stakeholder meeting.

Additionally, Claire informed members that VCTC will be conducting an origin-destination survey, a transfer analysis at various transfer points as well as a customer satisfaction survey for all VCTC routes. She extended an offer to GCTD to pick up to 3 routes to include in VCTC's survey. The survey will begin in April.

Claire also informed TAC members that she will be presenting the safety rules to TRANSCOM and VCTC staff is working on the One Call One Click. She reminded members that the VCTC commission meeting is on January 11th.

Sergio Albarran informed members that the maintenance vehicle is at the City of Ventura yard and additional items for the truck has been ordered. He expects that the truck will be ready for use in January.

Sergio mentioned that the Housing Authority is the process of applying for a grant that can incorporate bus stop improvements along Ventura Avenue within the application.

Matt Miller informed members that he attended a community workshop last Thursday for the Housing Authority grant application. GCTD is working closely with them on the application.

4. Staff Comments

Vanessa Rauschenberger informed members that the near zero emission engine rehabilitation project is underway. Last year, GCTD received CMAQ funding for a little over \$3 million to replace the engine on 26 New Flyer buses. A pilot bus is now undergoing the engine rehabilitation which will be replaced with the new L9N engine. Testing of the buses will occur at the site where the engine is replaced. They expect to work on two to three buses a month. The engine rehabilitation will extend the life on buses by four to six years. Vanessa added that the five expansion buses will also have near zero engines which will be used on Route 23.

Additionally, Vanessa informed members that the final CARB rules have been released. The rules require agencies under 100 in fleet size to purchase zero emission buses by 2026. The rule requires that 25% of the purchases be zero emission buses. The first step is to create a transition plan by 2020. Vanessa mentioned that this rule will impact GCTD and staff will begin to work on a transition plan.

5. Approval of the December 2018 Meeting Summary

Ryan Kim made a motion to approve the December meeting summary. Sergio Albarran seconded the motion and it passed unanimously.

6. Election of Officers – Beatris Megerdichian

Beatris Megerdichian informed TAC members that every December TAC elects a new Chair and Vice Chair for the following calendar year. Chair Treena Gonzalez made a motion to elect Sergio Albarran to serve as TAC chair and Ellen Debord as Vice Chair. Ryan Kim seconded the motion and it passed unanimously.

7. TAC Calendar for 2019 – Beatris Megerdichian

Beatris Megerdichian provided the 2019 TAC meeting schedule. TAC meetings are held at the GCTD office on the third Wednesday of the month at 10:00 am. Beatris noted that the location of the TAC meetings will be contingent upon the completion of the new GCTD facility and staff will notify TAC members of the new meeting location as the new facility construction nears completion. Sergio Albarran made a motion to approve the TAC calendar for 2019. Ryan Kim seconded the motion and it passed unanimously.

8. January 2019 Service Changes Discussion – Matt Miller

Matt Miller informed members of the January 2019 service changes that occur on a bi-annual basis. The January 2019 service change includes schedule adjustments to routes 1, 6, 11, 16, 17, 19, 20 and the Ventura High School tripper. Matt informed members that the last southbound Route 16 trip was extended to end in at Ventura Ave and Main in downtown Ventura which currently ends at Highway 33 at Casitas Springs. Matt mentioned that two bus stops were

eliminated due to low daily average boardings. The two bus stops are Highway 33 at Highlight and Highway 33 at Valley Meadows.

Additionally, Matt informed members that January service changes will include the phasing in of two recommendations GCTD received through the 2018 Operations and Service Planning Efficiency study completed in November. He mentioned that the implementation of the two recommendations resulted in 32 hours of efficiency gains and more consistency throughout the bus operators' day to day work schedule. Matt mentioned that outreach will be done to inform passengers of the changes such as through posts on social media and the GCTD website, tabling at high ridership stops and transit centers in the GCTD service area, a press release and sharing links to digital information with the TAC members to include on their jurisdiction websites.

9. Proposed Revisions to Bus Stop Guidelines Discussion – Austin Novstrup

Austin Novstrup provided a presentation on the proposed revisions to the current bus stop guidelines. He informed members that GCTD is in the process of reviewing and revising the Bus Stop Guidelines and is soliciting feedback from TAC members.

Austin mentioned that the proposed guidelines will incorporate a formalization of maintenance responsibilities, provide recommended language for Cities to incorporate into future planning documents, and templates for bus stop design. The presentation included a few examples of current bus stops and examples of future bus stop design elements.

Sergio Albarran recommended including information on ADA requirements related to bus stops in the guidelines.

Vanessa Rauschenberger reminded members that in January, Steve Rosenberg will send a letter explaining the process for requesting TDA funds for bus stop maintenance. She mentioned that GCTD would like to get a better understanding of current maintenance procedures per city and their work with contractors. As it relates to the bus stop guidelines, GCTD would like to formalize the maintenance process within the guidelines.

Treana Gonzalez recommended that a suggested maintenance schedule be incorporated in the updated guidelines.

Vanessa requested that Cities and the County send current maintenance schedules to allow GCTD to better understand the procedures then review and provide recommendations.

Treana Gonzalez suggested added recycle bins as a desired amenity.

Sergio Albarran suggested incorporating information on improvements beyond stops including sidewalk improvements.

Vanessa Rauschenberger informed members that they will provide a draft to members to comment and provide feedback.

10. Facility Update – Vanessa Rauschenberger

Vanessa Rauschenberger informed TAC members that they expect the facility to be completed by summer but are awaiting final date from contractor this week. The building is virtually complete, and they are working on landscaping.

11. Development Updates – Beatris Megerdichian

Beatris Megerdichian informed members that she continues to attend the DAC meeting in City of Ventura and City of Oxnard. Beatris informed members that she attended a community workshop held by City of Oxnard for the Downtown Code and Design Guidelines. She mentioned that the downtown code is redefining the boundaries of downtown Oxnard and updating the zoning. Beatris announced that GCTD's initial comments are to include the current GCTD facility within the downtown boundaries. She mentioned that the GCTD facility will be a prominent gateway to downtown. Beatris mentioned that they will be reviewing the document and providing feedback to City of Oxnard.

12. Future Agenda Items

Bus Stop Guidelines
Budget

13. Adjournment

Chair Treena Gonzalez adjourned the meeting at 11:06 a.m.