



## **GCTD Technical Advisory Committee (TAC)**

10:00 a.m. - Wednesday, November 18, 2020

Gold Coast Transit District - Board Room

### **Meeting Summary**

**TAC Members Present:** Treena Gonzalez, County of Ventura; Sergio Albarran, City of Ventura; Pete Wessel, City of Oxnard, and Claire Grasty, VCTC

**TAC Members Absent:** Don Villafana, City of Port Hueneme and Philip Pulley, City of Ojai

**GCTD Staff Present:** Vanessa Rauschenberger, Director of Planning and Marketing; Beatris Megerdichian and Austin Novstrup, Transit Planners; Matt Miller, Planning Manager; Margaret Heath-Schoep, Paratransit Manager; Cynthia Torres-Duque, Communications & Marketing Manager; John Kelly, Operations Manager and Dawn Perkins, Director of Finance

**Members of the Public:** None

#### **1. Call to Order/Introductions**

Chair Sergio Albarran 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 not resume fares before Martin Luther King weekend. She mentioned that VCTC may consider resuming fares two weeks after the new year.

#### **4. Staff Comments**

Vanessa Rauschenberger announced that GCTD staff will present resuming fare collection item in the December Board of Directors meeting.

John Kelly informed members that operator shields will be installed by Thanksgiving.

#### **5. Approval of the October 21, 2020 Meeting Summary**

Treena Gonzalez made a motion to approve the October meeting summary. Sergio Albarran seconded the motion and it passed unanimously.

#### **6. January 2021 Service Changes Update – Matt Miller**

Matt Miller presented a summary of service adjustments for the January 2021 service changes. He explained that due to decreased demand because of the pandemic and related restrictions, schedules will be modified on few routes. He announced that there will be reduced frequency on early and late hours on route 6 weekday schedule. He also noted frequency reductions on routes 17 and 23 as well as schedule adjustments on routes 5, 6, 7, 11, 15, and 21. He presented ridership demand graphs to illustrate the reduced demand on routes 6, 17 and 23.

Additionally, Matt informed TAC members that public outreach will be done virtually via Facebook Live. The next steps are public outreach, work run development and service change implementation.

## **7. Project Update: Bus Stop Inventory – Beatris Megerdichian**

Beatris Megerdichian presented the bus stop inventory project to TAC member. She explained that a systemwide inventory is done every few years particularly when there are significant changes to stops or amenities. She mentioned that bus stops are owned and maintained by member jurisdictions so this inventory will help cities identify areas of improvement and help them manage their assets. Beatris added that this information helps GCTD monitor and make recommendations for improvements based on ridership levels and other factors.

She mentioned that the planning and operations department have collaborated to inventory over 600 stops using the Track It Asset Manager mobile application. The inventory will include information on bus stop amenities and attributes as well as photos of the amenities and stops geocoded. GCTD staff will share this information with member jurisdictions to help them manage their assets.

## **8. Project Update: Port Hueneme Bus Stop Improvements – Austin Novstrup**

Austin Novstrup presented the Port Hueneme bus stop improvement project. The project includes amenity improvements to ten stops in Port Hueneme including shelters with solar lighting, benches, trash receptacles, bike racks and concrete pads. The imputes for the project was bus stop consolidation and available TDA funding for bus stop improvements in the City of Port Hueneme.

He provided examples of proposed bus stop upgrades to route 1B bus stop located at Surfside Drive at Ocean View Drive and route 23 bus stop located at Ventura Road at Clara Street in the City of Port Hueneme. Projects next steps are to obtain bids, finalize scope and construction schedule.

## **9. Future Agenda Items**

## **10. Adjournment**

Chair Sergio Albarran adjourned the meeting at 10:39 am.