



MEETING AGENDA

GCTD Technical Advisory Committee (TAC)

Wednesday, March 16, 2022 – 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 February 16, 2022 Meeting Summary | ACTION |
| 6. Receive Update on TCRP Synthesis 161
Margaret Schoep, Paratransit & Special Projects Manager | INFO |
| 7. Receive Update on Bus Stop Improvement Project
Austin Novstrup, Transit Planner II | INFO |
| 8. Receive Project Statement on GCTD's Triennial APC Recertification
Martin Rodriguez, Transit Planner I | INFO |
| 9. Future Agenda Items | |
| 10. Adjournment | |



GCTD Technical Advisory Committee (TAC)

10:00 a.m. – February 16, 2022

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

Meeting Summary

TAC Members Present: Phil Pulley, City of Ojai; Ray Gutierrez, City of Port Hueneme; Chris Kurgan, County of Ventura; Aaron Bonfilio, VCTC (ex-officio)

TAC Members Absent: Debbie O'Leary, City of Oxnard; Sergio Albarran, City of Ventura

GCTD Staff Present: Matt Miller, Planning Manager; Steve Brown, General Manager; Austin Novstrup, Transit Planner II; Martin Rodriguez, Transit Planner I; Tania Escobar, Planning & Marketing Intern; Robert Lucio, Mobility Management Coordinator; Margaret Schoep, Paratransit & Special Projects Manager; Dawn Perkins, Director of Finance; Jim Beck, Director of Operations & Maintenance; Vanessa Rauschenberger, Director of Planning & Marketing; Robert Keys, IT Manager; Allen Schentrup, Finance Manager

Members of the Public: None

1. Call to Order/Introductions

Phil Pulley called the TAC meeting to order at 10:01am.

2. Public Comments

None.

3. Committee Members Comments

None.

4. Staff Comments

Dawn Perkins reminded TAC members to submit budget requests for LTF. Dawn Perkins mentioned she has received requests from the city of Oxnard and the city of Ojai. Aaron Bonfilio asked if February is the typical timeframe claimants would submit requests. Vanessa Rauschenberger responded since the formation of the district, requests from district members are due on February 15.

5. Approval of January 19, 2022 Meeting Summary

Phil Pulley moved to approve the January 19, 2022 Meeting Summary and Chris Kurgan seconded. The motion carried with 3 in favor, 0 in opposition, and no abstentions.

6. Approval of FY21-22 LCTOP Allocation Request – Matt Miller, Planning Manager

Matt Miller spoke of the Low Carbon Transit Operations Program. Each year GCTD is allocated funds through this program. The program provides transit agencies operating and capital assistance. In the past GCTD has used funds to build a new facility, offer free rides and is currently helping fund Route 23 as a local match for CMAQ funds. GCTD is expected to use the FY21-22 allocation for Route 23.

Matt Miller demonstrated how Route 23 serves disadvantaged communities and other priority population communities as mandated by the program. He noted ridership in FY20-21 was 48,913 UPT and FY21-22 currently has 38,948 UPT.

Vanessa Rauschenberger asked if FY21-22 ridership is partial. Matt responded it is ridership between July 2021 and January 2022, noting that half of this year's ridership is close to the full year between 2020 and 2021.

The recommendation is to approve staff bring a resolution to the Board of Directors for consideration of adoption of LCTOP funds to continue supporting Route 23.

Chris Kurgan moved to approve the allocation request. Ray Gutierrez seconded and the motion carried with 3 in favor, 0 in opposition, and no abstentions.

7. 2021 Passenger Survey Analysis – Martin Rodriguez, Transit Planner

Martin Rodriguez presented the results and analysis of GCTD's 2021 Passenger Survey. The goal was to receive passenger feedback on major services changes and safety measures during the COVID-19 pandemic. Findings from the survey included reaffirming GCTD passengers as frequent riders who are transit dependent and are satisfied with the safety measures GCTD has taken to keep passengers safe. Additionally, results from the survey found that passengers are experiencing faster trips from recent route modifications and the introduction of Route 23.

Martin Rodriguez stated that in passengers desiring reduced travel times and now reporting faster trips, it can be concluded that passengers are satisfied with recent route improvements. Considerations for future planning efforts should continue to include reducing travel times and providing more frequent service.

Aaron Bonfilio commented that written comments mentioning VCTC services will be helpful as VCTC creates its customer satisfaction survey.

8. COVID-19 Recovery Plan Update - Vanessa Rauschenberger, Acting Asst. General Manager & Director of Planning & Marketing Director of Planning & Marketing

Vanessa Rauschenberger asked to move this item to March's TAC meeting. Chair Phil Pulley approved.

9. GCTD Update of VCTC's Transit Integration & Efficiency Study - Vanessa Rauschenberger, Acting Asst. General Manager & Director of Planning & Marketing Director of Planning & Marketing

Vanessa Rauschenberger gave a summary of the goal of the TIES study to improve bus transit services throughout Ventura County. The last regional transit study of the kind was completed in 2012. As a result of that study, VCTC gave 7 recommendations to the state, including the formation of Gold Coast Transit District. Members of the District committed to using TDA Transit Funds for transit purposes only. However, legislation in 2014 exempted cities in Ventura County with populations less than 100,000 and are not part of Gold Coast Transit District to use transit TDA funds for non-transit purposes.

For the current TIES study, GCTD has met with the consultants and VCTC staff to provide input and feedback on the existing conditions report and strategies drafts. In the last VCTC Commissioners meeting, the commissioners moved to bring up a discussion for agency consolidation in the next meeting.

Aaron Bonfilio added that in the last commission meeting VCTC had not presented the existing conditions report or draft strategies. While discussion has focused on consolidation to 1 or 2 transit agencies in the county, TIES includes other elements linking the transit agencies across the county, such as joint vehicle procurement and coordinated planning efforts.

10. GCTD Human Resources Update - Yvett Urteaga, Human Resources Coordinator

Yvett Urteaga presented a Human Resources 2nd Quarter Report and gave an update on recent retirements and current recruitments. Recruitments have been conducted in Operations, Maintenance and Administration. Yvett Urteaga also shared that GCTD has been able to hire from within and promoted Julieta Flores from a Bus Operator to an Operations Supervisor and promoted Veronica Navarro from an Administrative Specialist to an Accounting Analyst. During the second quarter, GCTD had a turnover rate of .92%, which is significantly lower than the national average.

Yvett Urteaga also shared recent Human Resource trainings and events for employee advancement.

11. Future Agenda Items

- a. Ridership quarterly update

12. Adjournment

Chair Phil Pulley adjourned the meeting at 10:56am.



Item #7

DATE March 16, 2022
TO GCTD Technical Advisory Committee
FROM Austin Novstrup, Transit Planner II
SUBJECT **Receive Update on Bus Stop Improvement Project**

SUMMARY

In August of 2021 planning staff presented a report on the completion of an update to the GCTD Bus Stop inventory. As the conclusion to the report staff introduced the scope for the development of a Bus Stop Improvement Plan. In October of 2021 staff conducted a social media outreach campaign seeking input from the public regarding various aspects of GCTD bus stops. Staff has also developed methodology for prioritizing projects and has prepared preliminary recommendations for projects to be included in the plan.

For this item staff will provide a presentation and verbal update on development of the GCTD Bus Stop Improvement Plan including preliminary findings and recommendations.

RECOMMENDATION

It is recommended that the GCTD Technical Advisory Committee receive and file this report and presentation and provide any feedback to staff.

GOLD COAST TRANSIT DISTRICT

CITY OF OJAI | CITY OF OXNARD | CITY OF PORT HUENEME | CITY OF VENTURA | COUNTY OF VENTURA
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Item #8

DATE March 16, 2022
TO GCTD Technical Advisory Committee
FROM Martin Rodriguez, Transit Planner I
SUBJECT **Project Statement on GCTD's Triennial APC Recertification**

SUMMARY

Every three years, the National Transit Database requires GCTD to perform an Automated Passenger Count Recertification. Automated Passenger Counts or APCs are a system used to count the “ins” and “outs” of the vehicle they are installed in. Dual sensors positioned at the front and rear bus doors automatically detect, count, and log the number of people on the bus as they board or exit at each bus stop. GCTD uses APCs to report data to NTD on passenger miles traveled. Additionally, the data gathered by APCs allow GCTD to make informed decisions about service planning improvement by providing data on route ridership, bus stop usage and on-time performance.

To test the accuracy of the agency's APC system for continual usage, GCTD must collect and compare manually collected ridership data to APC-delivered ridership data and address the statistical variance between the two data sets.

Between February and March, GCTD staff are conducting ride checks on all GCTD routes and collecting data for this project. A presentation and full report will be provided to the GCTD Technical Advisory Committee in April or May.

RECOMMENDATION

It is recommended that the GCTD Technical Advisory Committee receive and file this report and presentation and provide any feedback to staff.

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