



**Gold Coast Transit District
Technical Advisory Committee (TAC)
Wednesday, March 15, 2023
10:00am**

Zoom Video Conference Meeting

Join by Computer:

<https://us02web.zoom.us/j/81185341160>

Join by Phone:

+16694449171,,81185341160# US

+16699009128,,81185341160# US (San Jose)

Meeting Agenda

Item 1	Call to Order/Introductions	Action
Item 2	Public Comment	Info
Item 3	TAC Member Comments	Info
Item 4	GCTD Staff Comments	Info
Item 5	Approval of Meeting Summary	Action
Item 6	Consideration for TAC Meeting Schedule Adjustment Martin Rodriguez, Transit Planner	Action
Item 7	Approval of FY 23-24 LCTOP Allocation Request Austin Novstrup, Planning Manager	Action
Item 8	Update on Special Project Grants Austin Novstrup, Planning Manager	Info
Item 9	Update on Transportation Development Act Budget Process Austin Novstrup, Planning Manager	Info
Item 10	Update on July 2023 Service Changes and Feedback from Day with the Planners Martin Rodriguez, Transit Planner	Info
Item 11	Future Agenda Items	
Item 12	Adjournment	



Item 5

**Gold Coast Transit District
Technical Advisory Committee (TAC)**

Zoom Webinar

Wednesday, January 18, 2023

10:00am

Meeting Summary

TAC Members Present: Phil Pulley, City of Ojai (Chair)
Susanna Arroyo, County of Ventura
Sergio Albarrán, City of Ventura
Dolores Lopez, VCTC (ex-officio)
Aubrey Smith, VCTC (ex-officio)

TAC Members Absent: City of Oxnard
City of Port Hueneme (Vice Chair)

GCTD Staff Present: Robert Lucio, Mobility Management Coordinator
Andrea Meza, Communications & Marketing Manager
Austin Novstrup, Planning Manager
Dawn Perkins, Director of Finance
Martin Rodriguez, Transit Planner I
Allen Schentrup, Finance Manager
Margaret Schoep, Paratransit & Special Projects Manager
Cynthia Torres Duque, Director of Planning & Marketing

Members of the Public: None

Item 1 Call to Order/Introductions

Chair Pulley called the meeting to order at 10:03am. Cynthia Duque introduced Andrea Meza as GCTD's new Marketing and Communications Manager.

Item 2 Public Comment

None

Item 3 TAC Member Comments

Sergio Albarrán asked about service reductions due to the severe weather. Austin Novstrup responded that Ojai Valley service was suspended, and Route 21 was on detour due to the Victoria Avenue closure. Margaret Schoep added that GO ACCESS waived any expectations on on-time performance to focus on safety. Sergio asked if there were any delays and Austin responded that there were some delays in the Ojai Valley, but nothing majorly significant. Cynthia

Duque added that the GCTD Planning team was posting updates on detours and delays.

Item 4 GCTD Staff Comments

Cynthia Duque again introduced Andrea Meza as the new Marketing and Communications Manager and Austin Novstrup as the Planning Manager.

Item 5 Approval of Meeting Summary

Sergio Albarrán moved to approve the November 2022 meeting summary. Phil Pulley seconded. The motion passed with 3 in favor, none in opposition and no abstentions.

Item 6 TAC Member Agency Representative and Alternate Designation

Martin Rodriguez recommended that TAC members provide GCTD a letter indicating the name and position of each member agency's TAC representative and alternate(s). He added that the letter will help GCTD update its TAC member directory, and assist communicating and distributing notifications of notices, agendas and all other communication.

Item 7 2023 TAC Meeting Schedule

Martin Rodriguez presented the 2023 TAC Meeting Schedule and recommended TAC members approve the schedule or amend if needed. He stated that meetings would be held virtually via Zoom on the third Wednesday of the month at 10am, with the exception of July, which will be dark (no meeting).

Sergio Albarrán moved to approve the 2023 TAC Meeting Schedule. Susanna Arroyo seconded. The motion passed with 3 in favor, none in opposition and no abstentions.

Item 8 Election of Officers

Martin Rodriguez shared the recent history of GCTD TAC Chairs and Vice Chairs. He recommended TAC members to nominate and elect new officers. Phil Pulley, City of Ojai and Ray Gutierrez, City of Port Hueneme served as Chair and Vice Chair, respectively for the 2022 calendar year.

Sergio Albarrán nominated the County of Ventura and the City of Ventura to serve as Chair and Vice Chair, respectively, for the 2023 calendar year.

Sergio Albarrán moved to elect the County of Ventura and the City of Ventura as officers. Phil Pulley seconded the motion. The motion passed with 3 in favor, none in opposition and no abstentions.

Item 9 GO ACCESS Scheduling & Dispatch Software

Margaret Schoep gave a verbal update on GCTD's demand respond service scheduling/dispatching and reporting software (Ecolane). The software licensed runs through February 28, 2023. A renewal contract (at approximately 5% higher than the current contract) would provide a license and maintenance for the software from March 1, 2023 through February 29, 2028. Margaret recommended TAC approve to execute a contract with Ecolane in the amount of \$140,283.00 plus an additional 5% (\$7,014) to cover contingencies that may occur.

Sergio Albarrán moved to approve the purchase. Susanna Arroyo seconded. The motion passed with 3 in favor, none in opposition and no abstentions.

Item 10

2022-2023 2nd Quarter Ridership and Performance Report

Austin Novstrup updated TAC members on fixed-route services for FY22-23 2nd Quarter. He mentioned that there was significant growth over this quarter compared to the previous year, largely due to the successful programming of the county-wide Youth Ride Free Program. He pointed out the discrepancy between ridership on the weekdays (40% increase from 21-22 to 22-23) compared to the weekends (15% increase from 21-22 to 22-23). He noted that this is likely due to the increase in ridership from youth riding the bus to school. He added that although ridership has significantly increased from last year's 2nd Quarter, ridership is still at ~80% of pre-pandemic levels.

Margaret Schoep gave an update on demand-response services. Monthly boardings for 22-23 2nd Quarter are relatively similar to the previous year's 2nd Quarter. She noted that Late Night Safe Ride boardings peaked between 9pm-11pm whereas last year in the same quarter boardings peaked between 10pm-12am.

Item 11

Zero Emission Transition Plan Update

Martin Rodriguez requested an amendment to the agenda to move this item to a future TAC Meeting.

Item 12

Future Agenda Items

- Zero Emission Transition Plan Update

Item 13

Adjournment

Chair Arroyo adjourned the meeting at 10:31am.