



FISCAL YEAR 2024

(July 2023-June 2024)

Operating and Capital Budget



GOLD COAST TRANSIT DISTRICT
CITY OF OJAI – CITY OF OXNARD – CITY OF PORT HUENEME – CITY OF VENTURA – COUNTY OF VENTURA

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MESSAGE FROM THE GENERAL MANAGER

To Members of the Gold Coast Transit District community,

I am pleased to present to you the Operating & Capital budget for the Gold Coast Transit District (GCTD) for the fiscal year 2024.

The budget was developed to support overall agency goals of providing safe and reliable public bus transportation in western Ventura County, providing excellent customer service, and preserving and re-building ridership – all within estimated fiscal constraints. The budget reflects our commitment to exploring all service and financial alternatives necessary to meet the public transit needs of the citizens of western Ventura County.

Public transportation is essential, alleviates congestion, ensures mobility, promotes more livable communities, and provides accessible transportation for all members of our communities. The FY 2024 Operating Budget reflects the expectations of continued ridership recovery from the COVID-19 pandemic, and the continuation of grant funded demonstration service. The FY 2024 Capital Budget reflects the Agency's continued path forward on replacing our aging fleet and Zero Emission Bus (ZEB) transition.

Key activities that quantify the expected costs in the FY 2024 budget are identified below. It should be noted that some adjustments – positive or negative - to the requested budgets are possible after the commencement of FY 2024. If midyear changes occur which require a budget adjustment to be made, the changes will be brought back to the Board for consideration.

I want to thank the staff of our Finance and Administration staff for working to develop this budget and work to ensure we remain good stewards of the resources entrusted to us to fulfill our mission.

Vanessa Rauschenberger

General Manager

ORGANIZATION OVERVIEW

BOARD OF DIRECTORS

Gold Coast Transit District (GCTD) is governed by a Board of Directors. Each of GCTD's five member agencies appoints one elected official from its governing body to serve on the Board of Directors and a second to serve as an alternate member.

County of Ventura - Supervisor Matt LaVere, Chair

City of Ventura - Councilmember Mike Johnson, Vice Chair

City of Ojai - Councilmember Rachel Lang, Director

City of Port Hueneme – Martha McQueen-Legohn, Director

City of Oxnard - Councilman Bryan A. MacDonald, Director

GCTD's MANAGEMENT

GCTD's General Manager is appointed by, and reports to, the Board of Directors. The General Manager is charged with carrying out the Board's policies and directives and has full charge of the operation of GCTD's services, facilities, and administration of business affairs. GCTD's Management Team is comprised of:

Vanessa Rauschenberger, General Manager
Christine Feng, CFO / Assistant General Manager
James Beck, Director of Operations and Maintenance
Dawn Perkins, CPA, Director of Finance
Cynthia Torres Duque, Director of Planning and Marketing
Alexander Zaretsky, Director of Human Resources

EMPLOYEES

GCTD employs nearly 200 individuals, the majority of whom operate or maintain buses. Service Employees International Union Local 721 (SEIU) represents all bus operators, most maintenance employees and five administrative staff members. International Brotherhood of Teamsters Local 186 (Teamsters) represents supervisors. GCTD contracts with MV Transportation to operate the demand responsive services.

DISTRICT STATISTICS

Member Jurisdictions: Ojai, Oxnard, Port Hueneme, Ventura & County of Ventura

Population Served: 375,000

Average Daily Passengers: (approx.) 7,000 (FY22)

Fixed-Route Annual Passengers: (approx.) 2.2 million (FY 22)

Fixed-Route Annual Revenue Miles: (approx.) 2 million (FY22)

ACCESS Paratransit Annual Passengers: 90,000 (FY22)

Revenue Vehicles: 88 (61 - fixed-route buses / 28 - paratransit buses/demand response vehicles)

EXECUTIVE SUMMARY

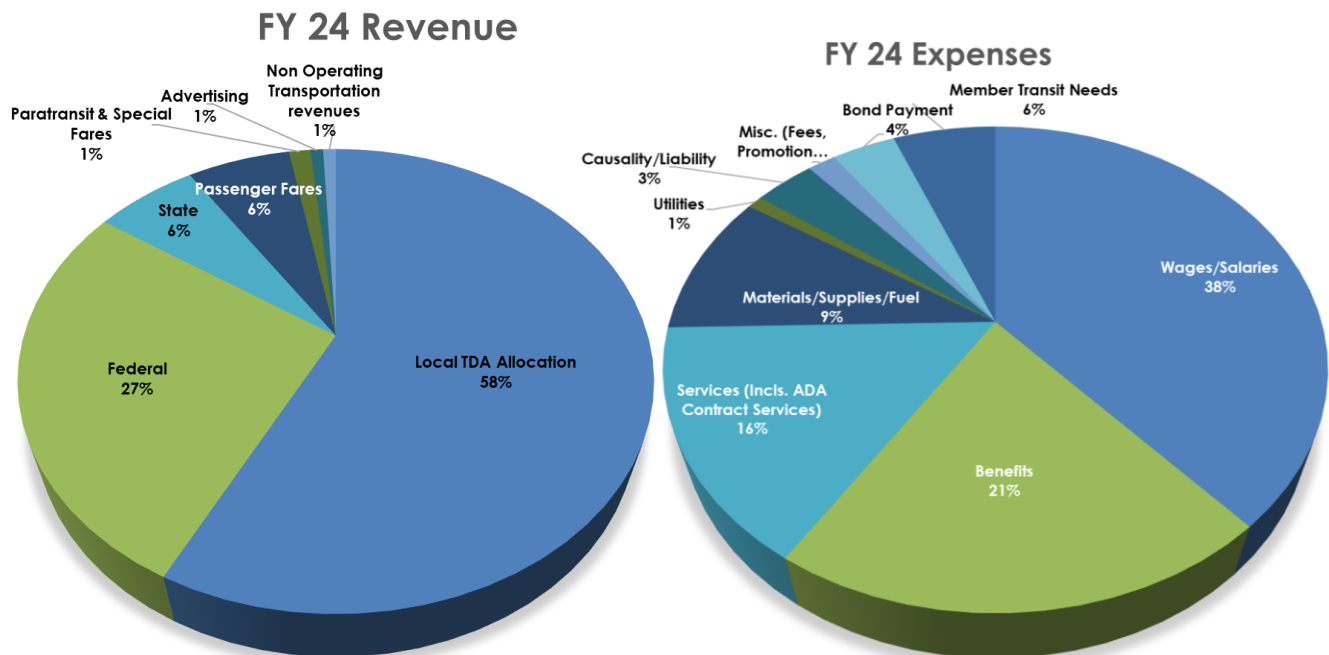
Following is a discussion of the premises for each of the major components of GCTD's FY 2024 Operating Budget Revenue and Expenses.

BUDGET DEVELOPMENT

The budget was developed by the Finance Department in consultation with GCTD's General Manager and Management Team. The draft budget report was presented to the Board of Directors on June 7, 2023, in addition to budget reviews conducted with GCTD's Technical Advisory Committee (TAC) in May and June of 2023. Public and member agency input is solicited during this process. Once approved, monthly updates comparing the approved budget versus actual financial information will be provided.

SOURCES AND USES OF REVENUE

The fiscal year 2024 operating revenue sources total \$37.1 million, including \$21.3 million from LTF, \$10.0 million in Federal grant funds, \$2.8 million in passenger revenues, and \$2.3 million in State funds. The approximate \$37.1 million in total operating revenue will provide \$34.9 million for GCTD operating activities, and \$2.2 million for members' transit requirements. The budget summary is displayed in Table 1, Operating Budget Summary, and Table 2, Expense Budget – Functional Categories.



BUDGET ASSUMPTIONS

GCTD is committed to the protection of public investments through sound financial practices. This commitment is reflected throughout the budget development process to final adoption. The budget process takes into consideration several factors:

- A. Wage and benefit increase subject to existing labor agreements approved by the GCTD Board of Directors. GCTD and SEIU negotiated a Memorandum of

Understanding (MOU) effective July 1, 2021 through June 30, 2024. Non-Represented Management personnel follow the terms of the current SEIU MOU with the Board's approval and if the budget will allow. This current budget year includes these terms.

- B. GCTD supervisory personnel are governed by the GCTD/Teamsters MOU effective through June 30, 2023. GCTD is currently in negotiations with the Teamsters.
- C. To mitigate the risk of material loss, appropriate insurance coverage is budgeted.
- D. Major capital items are specified in the Ten-Year Plan and anticipated in the capital reserve funding request to the extent feasible.

FY 2024 REVENUE SOURCES

OPERATING REVENUE

Funding for GCTD operating activities is derived from several sources, including passenger fares; local, state, and federal funds; energy credit sales, bus advertising sales, other local revenues, and interest income. Table 2 reflects the revenue for operating activities in FY 2024.

PASSENGER FARES

GCTD's passenger fares projection for FY 2024 is increased to reflect the increasing ridership and recovery in transit use. In particular, the College Ride Free program GCTD receives fare revenue from VCTC's College Ride Transit Fare Promotion Project (funded by State LCTOP funds). GCTD projects \$2,341,230 in fixed route fare sales, \$496,675 in paratransit fare sales in FY 2024.

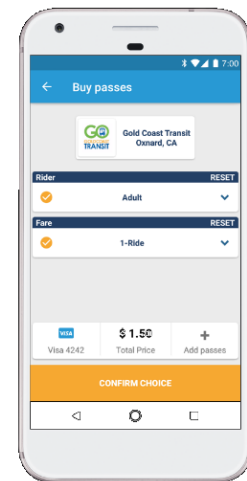
Passenger Fare Structure

FIXED-ROUTE Fares

- Adult & Youth - \$1.50
- Seniors 65+, Disabled and Veterans- \$0.75
- Seniors 75+ - FREE
- Children under 45" - FREE
- Transfers FREE Transfers are valid for two hours.

ACCESS Demand Response Fares

- Fare each way - \$3.00 (ADA certified or Senior)
- Premium Direct Service to Camarillo - \$6.00 each way (ADA certified or Senior)
- LATE NIGHTS SAFE RIDES General Public Dial-A-Ride - \$2.00/ride
- Senior Nutrition Site - FREE



LOCAL TRANSPORTATION FUNDS (LTF)

On October 3, 2013, Governor Brown signed into law Assembly Bill AB 664, which formed Gold Coast Transit District (GCTD). The District's legislation was initiated in response to Senate Bill SB 716, which required that all TDA funds in Ventura County be used solely for public transit purposes as of July 2014. Also in 2013, a Memorandum of Understanding (MOU) was established in eastern Ventura County for the operation and coordination of transportation services, fares, and hours of service. As of July 1, 2014, GCTD became a direct recipient of TDA funds to operate public transportation in western Ventura County.

Local Transportation Fund (LTF) revenues are derived from a ¼ cent of the general sales tax collected statewide. The State Department of Tax and Fee Administration, based on sales tax collected in each county, returns the general sales tax revenues to each county's LTF. The LTF funds GCTD receives reflect the full amount of its members' population shares. For FY 2024, the most current estimate from June 2023 indicate GCTD's FY 2024 gross share will be \$21.3 million before allocations are distributed to member agencies.

GCTD's LTF/TDA Apportionment by Jurisdiction

Ojai	\$ 376,337
Oxnard	\$ 9,918,320
Port Hueneme	\$ 1,072,609
Ventura	\$ 5,391,222
County of Ventura	\$ 4,623,883
	\$ 21,382,371

**Estimated as of June 2023*

Member agencies may also request to use LTF to fund recurring transit-related activities and transit related capital items within their jurisdictions. Requests are submitted annually for review by GCTD's Technical Advisory Committee. GCTD member agencies may request funding for their recurring transit-related activities not to exceed 10% above the member's baseline based on funding for such activities starting in FY 2015, adjusted by the annual CPI.

GCTD member agencies have submitted requests for \$2,240,242 in LTF funding for their recurring transit-related activities and transit-related capital projects. GCTD received \$0 in net capital requests for FY 2024. Each member will receive their request less \$588,909 in funds allocated to members but not expended in FY 2022 per audited financials. Funding these programs, net of carryover from members' prior year funding and returned capital funds leaves GCTD with \$19.7 million in FY 2024 LTF for use in its Operating Budget. For FY 2024, the full LTF allocation to GCTD is \$21,382,371.

A summary of FY 2024 LTF Revenue and funding detail for members' recurring and non-recurring transit services items is shown in Table 5.

STATE FUNDING

Based on the most recent State Controllers estimate, GCTD's State Transit Assistance (STA) and State of Good Repair (SGR) is \$397,796. The Operating budget also includes \$72K in LCTOP funds to provide matching funds for the Ventura Road Route 23.

FEDERAL CARES ACT FUNDS

The CARES Act provided a one-time allocation of \$14.1 million to GCTD in response to economic and unprecedented loss of ridership and fare revenue caused by COVID-19. GCTD has \$800,000K remaining CARES Act funds, which will be re-allocated from Business Systems Upgrades to Operating purposes in FY 2024.

FEDERAL ALLOCATION 5307

GCTD's FY 2024 Federal transit funding Assurances are from section 5307 Federal funding that includes on Operating assistance (\$2,364,637), Preventive maintenance (\$2,700,000), ADA (paratransit service, \$1,249,514), JARC-South Oxnard Microtransit (\$140,000) , Bond payment (\$618,461), Cares-Payroll (\$30,000), Cares- Operating assistance (\$833,352), ARP-late night service (\$147,785), ARP-route planning assistance (\$113,100) and Section 5339 funding for Bond payment (\$636,063).

FEDERAL GRANTS CMAQ

GCTD will continue allocating CMAQ \$850,000 in route-specific Federal CMAQ grant funds to continue the Ventura Road Route (Route 23) pilot and \$370,232 in Youth Booster Service. LCTOP funds will be used to help provide local match.

ADVERTISING REVENUE

Requests for advertising are beginning to re-appear as more entities begin post pandemic recoveries. The budget for FY 2024 Advertising Revenue is \$286,160.



FY 2024 OPERATING EXPENSES

FY 2024 expenses cover many activities as described in this section. Operator and Maintenance wage and benefit expenses account for the largest portion of the operating budget. GCTD continues to look for ways to streamline expenses to ensure a more efficient organization.

FIXED-ROUTE SERVICE LEVELS

At the May Board Meeting, staff presented the service plan for FY 2024, which includes a slight reduction in hours from FY 2023. As noted in the report, through FY 2023 GCTD has recorded unprecedented ridership growth on all routes. Despite this growth ridership is still only 90% of pre-pandemic level. As the report also noted, growth in ridership can largely be attributed to the implementation of the Youth Ride Free Program and that the rate of ridership growth is anticipated to slow significantly in FY 2024. GCTD fixed-route services are currently operating at approximately 97% of pre-pandemic service levels.

Considering rising operating costs and sustained productivity loss GCTD is proposing the minor service reductions targeting unproductive service for the FY 2024 Budget.

- Route 1 – July 2023: Early morning and late evening frequency reduction (reduction from every twenty minutes to an average of every 35 minutes)
- Route 3, 5, 7, 21 – July 2023: Discontinued unproductive early morning and late evening trips
- All other schedules will remain the same

Service levels planned for FY 2024 include 189,542 planned Revenue Service Hours a 2.4% reduction from FY 2023.

WAGES & BENEFITS

In FY 2023, GCTD budgeted for 130 bus operators. However, due to attrition GCTD currently has just 120 Operators. The ongoing labor shortage, absenteeism and COVID-related challenges will likely create overtime costs for GCTD. Based on a slight reduction of planned operating hours, the FY 2024 Budget plan includes a requirement for 126 bus operators. GCTD will continue to hire Operators, to work to get to at least 126 operators by the end of the year. Salary and benefit increase for represented and non-represented employees are included in the FY 2024 Budget. These increases are largely due to contractual obligations with employees' represented by SEIU and Teamsters.

ADA & SENIOR PARATRANSIT/DEMAND RESPONSE

The GCTD Paratransit Services contract forecast for FY 2024 is projected to be \$1.8 higher than the FY 2023 budget which includes several current and planned grant funded demonstration projects, i.e., **Late Nate Safe Rides (LNSR)**, **GO NOW micro-transit in South Oxnard**, **Sun Rise transportation** to be introduced in Fall 2023 along with unhoused transportation as part of the supportive housing projects that are scheduled to come online in and near downtown Oxnard in January 2024.



Other factors that contribute to a larger budget include continued ridership growth, significant and volatile fuel price increase, and the recently re-negotiated hourly rate with the Contractor, MV Transportation. The rates negotiated in the original contract were based on assumptions that included a relatively stable cost-of-living annual increase combined with a sustained increase in ridership, requiring more hours than had been consumed to this point in the current contract that was disrupted by the onset of the 2020 pandemic.

The ACCESS services include federally mandated ADA complimentary services. Approximately 45% of all ACCESS transportation provided is to individuals certified as unable to use the fixed route services for some or all of their trips. ACCESS also provides safe, accessible transportation for seniors, 65 years of age and older. The average age

of the passenger on ACCESS (ADA and senior transportation) in 2023 is 83 years old. This public transportation enables mobility and helps members of the community sustain a higher quality and standard of life by providing access to vital services that will ensure the upkeep of mental and physical health, social and leisure activities, and employment.

GCTD introduced the Late-Night Safe Rides General Public DAR in May 2021, and recently introduced a demonstration micro-transit project in South Oxnard. National Transit Database reporting of these services falls under the Demand Response category along with ADA/Senior paratransit services. Ridership for the current fiscal year is anticipated to be approximately 82,000 trips provided on all demand response services, including the two flexible services, (LNSR and GO NOW). The premise for the FY 2024 Budget is 12% higher, or 92,000 boardings.

DEBT SERVICE

A key milestone in GCTD history occurred two years ago when the District relocated to the new Facility in July 2019. The larger and more functional facility allows GCTD a base of operations to support public transit in the county. To fund the facility, the District secured commitments for over 50% of the total project cost in Federal and State grants, with the remainder coming from a \$22 million Certificates of Participation (COPs) issue and GCTD's Capital Reserve. GCTD approached this undertaking in a strong financial position for an agency of its size in a county without a dedicated transit tax.

In March 2017, GCTD issued 30-year Certificates of Participation (COPs) to raise \$22,000,000 required to complete construction of the new GCTD Operations and Administration Facility in North Oxnard. The District realized capital funding in the amount of \$22,012,934 for the Project Fund and \$1,385,750 for the Reserve Fund. GCTD has been making debt obligation payments since 2017. In FY 2024, GCTD will require interest and principal payments totaling to approximately \$1.4 million.

Section 5339 funds may be programmed to replace, rehabilitate, and purchase buses and related equipment and to construct bus-related facilities, including technological changes or innovations to modify low or no emission vehicles or facilities, typically at 80% of the cost, with a 20% required local match. GCTD has FTA authorization to use 5307 or 5339 formula funds to make its COP payments.

The District anticipates having adequate dedicated Federal funding and matching local funds to meet its debt obligation in June 2023 and through the end of FY 2024.



FY 2024 CAPITAL PLAN

TEN-YEAR CAPITAL PROJECT PLAN

The capital project plan incorporates information from other GCTD planning documents, including the Short-Range Transit Plan and the Fleet Management Plan. A capital project plan has been developed to ensure that:

- GCTD plans for the necessary fleet, facilities, and equipment to provide service in a safe and cost-efficient manner.
- Capital costs are identified and programmed in advance and distributed through several fiscal cycles to avoid sudden or excessive demand on local funding source.
- A plan for providing “non-federal” matching funds is established. Although most of GCTD’s major capital investments are made using grant funding, many grants (including most Federal grants) require matching funds.
- Helps plan for long lead times required for certain tasks, such as procurement, and delivery of buses, are understood and accommodated.
- Project inclusion in the Capital Plan helps GCTD apply for funding opportunities

The table below shows the Capital Projects planned for FY 2024 for which funding has been identified.

CAPITAL PROJECT FUNDING

GCTD capital projects are typically funded by a combination of Federal, State and local matching funds. FTA Section 5307 funds are provided to GCTD on a formula basis and **may** be programmed for either operating or capital projects, usually at 80% of the cost, with a 20% required local match. However, GCTD relies heavily on the use of 5307 federal funding for Operating purposes. For certain qualifying projects, Congestion Mitigation and Air Quality (CMAQ) funds or Section 5339 funds may also be programmed.

More recently introduced State grant programs include the Transit and Intercity Rail Capital Program (TIRCP) and The Low Carbon Transit Operations Program (LCTOP) funded by the Greenhouse Gas Reduction Fund (SB862 – 2014 and SB9 – 2015). In 2017 the State passed SB1, which in addition to providing funds for State Transit Assistance (STA) provided additional funds for TIRCP. GCTD currently receives LCTOP funds for eligible programs and anticipates competing for TIRCP program funding.

Zero Emissions Transition

In August 2022, GCTD was selected as a recipient of a grant award from the U.S. Department of Transportation’s Federal Transit Administration (FTA) in the amount of \$12,117,144 to purchase hydrogen fuel cell electric buses, install a new hydrogen fueling station, and implement a robust workforce development and training program.

The grant award – made under FTA’s Buses and Bus Facilities and Low and No-Emission Vehicle programs – is part of the FTA’s announcement to invest \$1.66 billion into 150 transit agencies across the nation, in efforts to meet President Biden’s goal of net-zero emissions by 2050.

Over the next several years, GCTD will be partnering with New Flyer and the Center for Transportation and the Environment (CTE) to deploy five (5) 40' New Flyer hydrogen fuel cell electric buses (FCEBs), construct a hydrogen fueling station that will support at least 50 buses which allows for future expansion, and complete maintenance facility upgrades to add hydrogen detection and alarming capabilities. While GCTD currently has several electric sedans and vans, this grant will fund the first heavy-duty zero-emission buses in the fleet.

Proposed Ten-Year Capital Projects

Significant items on the ten-year capital project plan include: 1) Replacement of buses anticipated to reach the end of their useful life, 2) Procurement of zero emissions buses to comply with CARB's Innovative Clean Transit rule, 3) Periodic replacement of paratransit and service vehicle fleets, and 4) Additions to the District's technology to ensure the continuation of an efficient transit service.

Matching Funds for Capital Projects

Historically most of GCTD's capital funding has come from federal transit grants, which generally cover 80% of the cost and require a 20% state or local match component.

Over the last several years, since the passage of SB1, a significant amount of STA/SGR funds are apportioned to Ventura County each year. FY 2024, GCTD will plan to use all of its SGR/STA for "non-federal match" purposes.

The District's budget has historically included contributions of operating funds into to the Capital Reserve as circumstances and funding permit, however due to the increases in Operating costs, GCTD does not plan to be able to do that in the foreseeable future. GCTD staff will work to identify state sources of funding to provide the requires match for projects going forward as much as possible.

The past few years have seen substantial support and activity for increased transit funding at the State level. California's TIRCP and LCTOP programs may provide increasing support for transit projects in future years. Additionally, the recently enacted SB1 legislation primarily provided funding for street and highway repair also provides for transit State of Good Repair funds, additional STA funds, and additional funding for the discretionary TIRCP grant program, all of which could benefit GCTD. As a result, future programmed projects for which funding has not yet been identified, the plan makes no assumptions about possible Federal-State-local splits, however GCTD will seek to use State funding when possible as match for Federal funds to preserve as much local funding for operating as possible.

The total projected cost for all items on the ten-year capital project plan is \$ 88.6million. This includes \$37.9 million for programmed projects (funding identified), Table 6, and \$50.7 million for programmed projects over the next ten years (funding unidentified), Table 7. A matrix showing programmed vehicles (funded and not yet funded) is shown in Table.

TABLE 2
Operating Funding Sources FY 2024
 (July 1, 2023 to June 30, 2024)

Operating Budget		FY2024
LOCAL OPERATING REVENUE		
Passenger Fares	\$	2,341,230
Paratransit & Special	\$	496,675
Advertising	\$	286,160
Non Operating Transportation revenues	\$	289,850
Total Local Operating Revenues:	\$	3,413,915
LOCAL TRANSPORTATION FUNDS / TDA Allocation to GCTD		
Ojai		\$376,337
Oxnard		\$9,918,320
Port Hueneme		\$1,072,609
Ventura		\$5,391,222
County of Ventura		\$4,623,883
Total Local Transportation Funds / Transportation Development Act	\$	21,382,371
FEDERAL TRANSIT ADMINISTRATION		
SECTION 5307 - OPERATING ASSISTANCE.	\$	2,364,637
SECTION 5307 - PREVENTATIVE MAINTENANCE	\$	2,700,000
SECTION 5307 - ADA (PARATRANSIT) ASSISTANCE	\$	1,249,514
SECTION 5307 - BOND PAYMENT	\$	618,461
CAPITAL - SECTION 5339 - BUSES & FACILITIES (Bond Payment)	\$	636,063
SECTION 5307 JARC - SOUTH OXNARD MICROTRANSIT*	\$	140,000
SECTION 5307 -CARES PAYROLL*	\$	30,000
SECTION 5307 -CARES OPERATING ASSISTANCE*	\$	833,352
CMAQ - DEMO PROJECT - VENTURA ROAD ROUTE 23*	\$	850,000
CMAQ - DEMO PROJECT - YOUTH BOOSTER SERVICE*	\$	370,232
ARP: LATE NIGHT SAFE RIDES CONTRACT*	\$	147,785
ARP: ROUTE PLANNING ASSISTANCE*	\$	113,100
<i>Note: formula funds / *non-recurring one-time competitive grants</i>		
Total Federal Funds	\$	10,053,144
STATE FUNDS		
Microtransit Operating	\$	900,000
LCTOP (Match RT 23)	\$	72,000
LCTOP (Youth Ridefree)	\$	1,200,000
LCTOP (College Ride)	\$	150,000
Total State Operating	\$	2,322,000
Total Operating Revenues--Funding Sources	\$	37,171,430
Capital Budget		FY2024
AARP Challenge Grant (Bus Stop)	\$	17,000.00
Capital Reserve (LTF/TDA)	\$	214,949.00
FTA- Capital Grants (CMAQ, LONO, 5310)	\$	4,436,455.00
State Assistance (STA/SGR)	\$	608,929.00
Total Capital Revenues--Funding Sources	\$	5,277,333
Grand Total ---- Sources	\$	42,448,763

TABLE 3
Operating Funding Uses (Expenses) FY 2024
 (July 1, 2023 to June 30, 2024)

EXPENSES	FY 2024	
OPERATING BUDGET		
Wages/Salaries	\$	14,284,000
Benefits	\$	7,741,606
Services (Incls. ADA Contract Services)	\$	5,796,977
Materials/Supplies/Fuel	\$	3,557,297
Utilities	\$	330,729
Causality and Liability	\$	1,222,606
Misc. (Fees, Promotions, Travel, Training, etc)	\$	613,160
Total Operating	\$	33,546,375
Bond Payment and Member distribution		
Bond Payment	\$	1,384,813
Member distribution (LTF)-Ojai	\$	142,728
Member distribution (LTF)-Oxnard	\$	655,978
Member distribution (LTF)-Port Hueneme	\$	-
Member distribution (LTF)-City of Ventura	\$	348,514
Member distribution (LTF)- Ventura County	\$	1,370,600
<i>Credit carryover from prior years (estimated)</i>	\$	(277,578)
Total Non-Operating	\$	3,625,055
Total Expenses:	\$	37,171,430
CAPITAL EXPENSES		
4 Fixed Route Buses (CNG)	\$	2,850,508
5 Medium Duty Vans (Demand Response CNG/GAS)	\$	400,730
Expansion Demand Response (2 Braunabilities)	\$	158,095
Hydrogen Transition Project Management (CTE)	\$	181,000
Hydrogen Fuel Station Design& Construction	\$	1,500,000
2 Supervisor Vans	\$	70,000
UTA-APC System Replacement	\$	100,000
Bus Stop Amenities	\$	17,000
Total Capital Expenditures	\$	5,277,333
Grand Total ---- Uses	\$	42,448,763

GCTD Operating Budget Summary (By Functional Categories)

Operating Expenses	FY 2024 Budget	FY 2023 Budget	Difference +/- FY 2024 vs. FY 2023	% +/- FY 2024 vs. FY 2023
<u>FUNCTIONAL CATEGORIES</u>				
Fixed Route	16,183,296	\$ 15,623,978	\$ 559,318	3.6%
Paratransit	5,370,369	3,474,695	1,895,674	54.6%
Maintenance	4,803,875	5,173,971	(370,096)	-7.2%
Administration	5,386,401	4,788,988	597,413	12.5%
Planning and Marketing	1,802,436	1,612,370	190,066	11.8%
Subtotal	33,546,376	30,674,002	2,872,374	9%
Bond Payment	1,384,813	1,380,938	3,875	0.3%
Member distribution	2,240,242	1,807,938	432,304	23.9%
Subtotal	3,625,055	3,188,876	436,179	14%
TOTAL	37,171,430	\$ 33,862,878	\$ 3,308,553	9.8%

TABLE 4
Personnel Levels FY 24

Position	FY 2023 Approved Budget	FY 2024 Proposed Budget Changes	FY 2024 Proposed Budget
Operations			
Bus Operator	130.0	-4.0	126.0
Operations Total	130.0	-4.0	126.0
Operations Mgmt.			
Director of Operations & Maintenance	1.0	0.0	1.0
Operations Manager	1.0	0.0	1.0
Operations Safety & Training Supervisor	2.0	0.0	2.0
Operations Supervisors	9.0	0.0	9.0
Operations Mgmt. Total	13.0	0.0	13.0
Paratransit			
Paratransit & Special Projects Mgr.	1.0	0.0	1.0
Mobility Management Coordinator	1.0	0.0	1.0
Paratransit Total	2.0	0.0	2.0
Fleet & Facilities			
Facilities Intern	0.5	0.0	0.5
Fleet Manager	1.0	0.0	1.0
Maintenance Supervisor	2.0	1.0	3.0
Maintenance Supervisor (Administration)	1.0	0.0	1.0
Facility & Equipment Mechanics I	1.0	0.0	1.0
Facility & Equipment Mechanic II	1.0	0.0	1.0
Maintenance Material Specialist	2.0	0.0	2.0
Mechanics	10.0	0.0	10.0
Mechanic I	4.0	0.0	4.0
Mechanic II	3.0	0.0	3.0
Mechanic III	2.0	0.0	2.0
E-Mechanic II	1.0	0.0	1.0
Bldg. Maintenance Worker	2.0	0.0	2.0
Service Worker	8.0	0.0	8.0
Service Worker I	6.0	0.0	6.0
Service Worker II	2.0	0.0	2.0
Facilities & Vehicle Cleaner-Sanitizer	4.0	-1.0	3.0
Maintenance Total	32.5	0.0	32.5
Administration			
General Manager	1.0	0.0	1.0
Assistant General Manager	1.0	0.0	1.0
Office Coordinator/Executive Assistant	1.0	0.0	1.0
Director of Finance	1.0	0.0	1.0
Accounting Manager	0.0	1.0	1.0
Finance Manager	1.0	-1.0	0.0
Payroll Analyst	0.0	0.0	0.0
Administrative (Accounts Payable) Specialist	1.0	0.0	1.0
Revenue Specialist	1.0	0.0	1.0
Finance Intern	0.5	0.0	0.5
Accounting Analyst	1.0	0.0	1.0
Finance Analyst	1.0	0.0	1.0
Payroll Specialist	2.0	0.0	2.0
I.T. Manager	1.0	-1.0	0.0
I.T. Technician	1.0	0.0	1.0
Purchasing Manager/DBE Officer	1.0	0.0	1.0
Buyer	1.0	0.0	1.0
Administration Total	15.5	-1.0	14.5
Human Resources			
Director of Human Resources	1.0	0.0	1.0
Human Resources Generalist	1.0	0.0	1.0
Human Resources Coordinator	1.0	0.0	1.0
Human Resource Intern	0.5	0.0	0.5
Human Resources Total	3.5	0.0	3.5
Planning & Marketing			
Director of Planning & Marketing	1.0	0.0	1.0
Communications & Marketing Manager	1.0	0.0	1.0
Customer Service Supervisor	1.0	0.0	1.0
Customer Service Asst	3.0	-1.0	2.0
Transit Planning Manager	1.0	0.0	1.0
Transit Planner	2.0	0.0	2.0
P&M Intern	0.5	0.0	0.5
Planning & Marketing Total	9.5	-1.0	8.5
TOTAL	206.0	-6.0	200.0
Operators	130	-4	126
Non-Operators	76	-2	74
Total	206	-6	200

TABLE 5

**Gold Coast Transit District
LTF Revenue and Members' Transit Services Funding – FY 2024**

TDA/LTF Funding to Member Jurisdictions							
TDA - LTF REVENUE PROJECTIONS		TOTAL	OJAI	OXNARD	PORT HUENEME	VENTURA	VENTURA COUNTY
June 2023 LTF Allocation		\$21,382,371	\$370,273	\$9,921,380	\$1,071,192	\$5,367,662	\$4,651,865
FUNDING REQUESTS FOR RECURRING TRANSIT REQUIREMENTS							
Ojai Trolley Operations & Maintenance	Ojai	\$ 142,728	\$ 142,728	\$ -	\$ -	\$ -	\$ -
OTC Operation & Maintenance / Transit Services	Oxnard	468,943		468,943			
OTC Operation & Maintenance / Transit Services: Assistant Public Works							
Director & Administration	Oxnard	87,035		87,035			
Recurring Bus Stop Maintenance	Oxnard	100,000		100,000			
Bus Shelters and benches	Port Hueneme	-			-		
Operation & Maintenance at VTC /AMTRAK/ Metrolink Station/ Bus Stops	Ventura	348,514				348,514	
Recurring Bus Stop Maintenance	County	25,000					25,000
County Transit Services Management & Oversight	County	150,000					150,000
Transit Service - Heritage Valley	County	265,000					265,000
Transit Service - Ojai Trolley	County	300,000					300,000
Transit Service - T.O. D-A-R / Unincorporated Area	County	39,500					39,500
Transit Service - ECTA D-A-R	County	1,000					1,000
Transit Service - Kanan Road Shuttle	County	590,100					590,100
TOTAL - RECURRING TRANSIT REQUIREMENTS		\$ 2,517,820	\$ 142,728	\$ 655,978	\$ -	\$ 348,514	\$ 1,370,600

Note: The FY 24 budget includes the fully funding above requests from member agencies, however, staff may adjust allocations if it is determined that prior year allocated funds were not fully spent in accordance with GCTD bylaws.

TABLE 6

FY 2024 Capital Project Plan – Funded Projects

Description	Federal	Federal	Federal	State	State	Local	Local	Total
	5307/CMAQ	5339 LO NO	5310/JARC	ACCESS FOR ALL	STR / SGR*	AARP Challenge	Capital Reserve**	
Replacement Fixed Route Bus (CNG) (GILLIGs) (Phase 1 - 4 of 9)	\$ 2,523,555				\$ 326,953			\$ 2,850,508
Replacement Demand Response (Gas) (BraunAbility) (Phase 1 - 5 of 9)			\$ 320,000		\$ 80,730			\$ 400,730
Expansion Demand Response (2 Braunabilities)				\$ 131,246			\$ 26,849	\$ 158,095
Hydrogen Transition Project Management (CTE)		\$ 162,900					\$ 18,100	\$ 181,000
Hydrogen Fuel Station Design & Construction		\$ 1,350,000					\$ 150,000	\$ 1,500,000
Non-Revenue Replacement Vehicles (2)					\$ 70,000			\$ 70,000
Business Systems - Computers & Services, UTA Upgrades	\$ 80,000						\$ 20,000	\$ 100,000
Bus Stop Ammenties (10)						\$ 17,000		\$ 17,000
TOTAL	\$ 2,603,555	\$ 1,512,900	\$ 320,000	\$ 131,246	\$ 477,683	\$ 17,000	\$ 214,949	\$ 5,277,333

TABLE 7

**Ten-Year Capital Project Plan – Programmed Projects
(Funded and Unfunded)**

10-Year Capital Plan Funding Needs	Year 1	Year 2	Year 3	Year 4	Year 5
Budget Name	FY2023-24	FY2024-25	FY2025-26	FY2026-27	FY2027-28
Replacement Fixed Route Bus (CNG)	\$2,848,000	\$3,999,000	\$7,486,000	\$6,920,000	\$0
Replacement Fixed Route Bus (ZEB)	\$0	\$6,178,000	\$0	\$0	\$11,119,000
Expansion Fixed Route Bus (CNG)	\$0	\$0	\$0	\$0	\$0
Expansion Fixed Route Bus (ZEB)	\$0	\$0	\$0	\$6,682,000	\$0
Replacement Demand Response (CNG/GAS)	\$400,000	\$562,000	\$935,000	\$608,000	\$0
Replacement Demand Response (HYBRID/GAS)	\$0	\$0	\$0	\$0	\$0
Replacement Demand Response (ZEB)	\$0	\$0	\$1,168,000	\$0	\$0
Expansion Demand Response (CNG/GAS)	\$0	\$0	\$0	\$0	\$0
Expansion Demand Response (HYBRID)	\$0	\$0	\$70,000	\$37,000	\$0
Expansion Demand Response (ZEB)	\$0	\$0	\$0	\$0	\$0
Replacement Relief Sedan	\$0	\$0	\$0	\$110,000	\$342,000
Replacement Admin Van	\$0	\$45,000	\$0	\$49,000	\$0
Replacement Maintenance Truck	\$0	\$0	\$41,000	\$0	\$0
Replacement Supervisor Van	\$40,000	\$45,000	\$0	\$0	\$0
Replacement Admin Sedan	\$0	\$0	\$35,000	\$0	\$0
Solar Panels / Battery Storage	\$0	\$0	\$1,169,000	\$0	\$0
Business Systems Upgrades	\$0	\$0	\$0	\$0	\$0
Computers & Server Replacements	\$35,000	\$40,000	\$41,000	\$43,000	\$45,000
Hydrogen Station Upgrades (Hydrogen)	\$1,500,000	\$3,595,000	\$4,206,000	\$0	\$0
UTA-APC System Replacement	\$65,000	\$0	\$0	\$0	\$0
Replacement Supervisor Sedan	\$30,000	\$102,000	\$0	\$0	\$0
Bus Stop Amenities	\$17,000	\$0	\$0	\$0	\$0
TOTAL Funded by Year	\$4,935,000	\$14,374,000	\$11,692,000	\$6,920,000	\$0
TOTAL Unfunded by Year	\$0	\$192,000	\$3,459,000	\$7,529,000	\$11,506,000

10-Year Capital Plan Funding Needs	Year 6	Year 7	Year 8	Year 9	Year 10
Budget Name	FY2028-29	FY2029-30	FY2030-31	FY2031-32	FY2032-33
Replacement Fixed Route Bus (CNG)	CNG not allowed	CNG not allowed	CNG not allowed	CNG not allowed	CNG not allowed
Replacement Fixed Route Bus (ZEB)	\$7,227,000	\$0	\$9,380,000	\$0	\$0
Expansion Fixed Route Bus (CNG)	\$0	\$0	\$0	\$0	\$0
Expansion Fixed Route Bus (ZEB)	\$0	\$0	\$9,380,000	\$0	\$0
Replacement Demand Response (CNG/GAS)	\$657,000	\$137,000	\$995,000	\$0	\$0
Replacement Demand Response (HYBRID/GAS)	\$0	\$0	\$0	\$0	\$0
Replacement Demand Response (ZEB)	\$0	\$0	\$0	\$0	\$0
Expansion Demand Response (CNG/GAS)	\$0	\$0	\$0	\$0	\$0
Expansion Demand Response (HYBRID)	\$0	\$0	\$0	\$0	\$0
Expansion Demand Response (ZEB)	\$0	\$0	\$0	\$0	\$0
Replacement Relief Sedan	\$0	\$0	\$0	\$0	\$0
Replacement Admin Van	\$0	\$0	\$0	\$0	\$0
Replacement Maintenance Truck	\$0	\$0	\$0	\$0	\$0
Replacement Supervisor Van	\$0	\$0	\$0	\$0	\$0
Replacement Admin Sedan	\$0	\$0	\$0	\$0	\$0
Solar Panels / Battery Storage	\$0	\$0	\$0	\$0	\$0
Business Systems Upgrades	\$0	\$0	\$0	\$0	\$0
Computers & Server Replacements	\$46,000	\$48,000	\$50,000	\$52,000	\$54,000
Hydrogen Station Upgrades (Hydrogen)	\$0	\$0	\$0	\$0	\$0
UTA-APC System Replacement	\$0	\$0	\$0	\$0	\$0
Replacement Supervisor Sedan	\$0	\$0	\$0	\$0	\$0
Bus Stop Amenities	\$0	\$0	\$0	\$0	\$0
TOTAL Funded by Year	\$0	\$0	\$0	\$0	\$0
TOTAL Unfunded by Year	\$7,930,000	\$185,000	\$19,805,000	\$52,000	\$54,000

APPENDIX B – GLOSSARY

Audit – GCTD's annual financial record audit performed by an independent CPA firm.

CNG Fuel Station – Maintenance and upgrade expenses related to GCTD's onsite CNG fueling station.

Contracted Paratransit Service – Contract for the GCTD ACCESS paratransit service. This service is presently provided by MV Transportation.

Contract Repair – Expenses incurred to repair vehicles, equipment and facilities through outside vendors. Major overhauls of engines, transmissions, parts, painting, oil/fuel testing and other repairs are charged to this line item.

Contract Services – Expenses include computer hardware/software maintenance; office equipment maintenance, temporary help, janitorial, security, landscape and other services.

Dues – Fees associated with professional memberships or subscriptions, such as the American Public Transit Association, California Transit Association, National Safety Council and local Chambers of Commerce.

Employee Events – Includes the costs incurred by GCTD staff employees while attending approved meetings and conferences, as well as official employee events and functions sanctioned by the General Manager.

Employee Support – Includes: salaries, health benefits, worker's compensation insurance, retirement, life insurance, uniforms, medical exams and safety programs.

Fuels/Lubricants – CNG and lubricant products for GCTD revenue and non-revenue vehicles. Also included are fuel taxes - GCTD is required to pay State Excise taxes of \$.01/therms of CNG.

Health Benefits – GCTD portion of the health, dental and vision insurance premiums for employees.

Insurance – Liability insurance for vehicles, errors & omissions, bonding, property, crime, employer liability, etc.

Legal – Costs associated with legal services required by GCTD, including but not limited general counsel and labor/employment counsel services.

Maintenance Agreements – Maintenance agreements include the two-way radio, radio repeater, and coin counting machine.

Medical Exams – The MOU's provide for bi-annual physical examinations for all represented employees. Management and non-represented employees are provided an exam annually. New employees are given pre-employment exams and employees absent from work for significant periods of time are examined prior to their return to work. Pre-employment physicals and exams of safety-sensitive personnel include a drug/alcohol screen, which is required by FTA regulations and GCTD policy.

Officers & Directors – Expenses related to Board of Directors attendance at board and committee meetings, conferences and travel/per diem while attending conferences or meetings. Included are the costs incurred by senior management employees while attending approved meetings and conferences.

OTC Facilities – The Customer Service Center (CSC) at the Oxnard Transportation Center (OTC), which provides route and schedule information and other services for transit passengers.

Other Benefits – GCTD's contribution for unemployment insurance, FICA/Medicare, Employee Assistance Program (EAP), life insurance for represented and non-represented employees and

deferred compensation for the General Manager. The EAP is required as a part of GCTD's Drug and Alcohol Program and the represented employee MOUs.

Repair Parts – Repair parts are the materials, parts and components used in repairing vehicles and equipment.

Retirement – GCTD's contribution for its employees to the California Public Employee Retirement System (CalPERS).

Risk Management – Program to manage and reduce risk, especially industrial injuries.

Safety Programs – Annual safety awards function, safety awareness activities, incentive awards, training videos and similar activities.

Salaries – Salary and wages of all employees. For represented positions this includes current salary, agreed upon step increases, agreed upon longevity and bilingual pay. For non-represented positions this includes current wages, pay increases in accordance with the personnel policy, longevity and bilingual pay, and projected salary range increases, if any, as determined by the Board of Directors.

Schedules/Marketing – This includes the GCTD Bus Book, maps, tickets, passes and artwork for public information and promotional products. Also included are media advertising, printing of promotional brochures, participation in fairs, parades, promotions, Chamber of Commerce functions and other community outreach activities.

Service/Supplies – Operational – Items related to operations, including fuels/lubricants, tires, repair parts, CNG fuel station maintenance and upgrades, contracted paratransit service, contract repair, supplies, schedules/marketing, OTC facilities and maintenance agreements.

Service/Supplies – Support – Items related to the support of GCTD services, but which are not direct operational expenses. Includes telephones/utilities, insurance, contract services, supplies, legal, audit, officers and directors and dues.

Supplies – For Fixed Route, expenses includes cash handling supplies, repair of locks, gate openers, etc. For Maintenance, expenses includes miscellaneous repair parts, industrial gases, repair of farebox counting equipment, non-stock parts and other miscellaneous parts, printing materials, freight, mail/delivery services, non-vehicle maintenance, and janitorial supplies. Also included is the mechanics' tool allowance as per union contract. For administrative departments, expenses include office supplies, computer supplies, computer software/hardware, copier costs, postage, office printing, office furniture and other associated expenses.

Telephones/Utilities – Costs associated with communications services, as well as electric, gas, water and refuse charges for the facility.

Tires – New tires are required for the front axles of all buses. Recapped tires are typically purchased for the rear axles of the buses.

Uniforms – Uniforms are provided by contract to the maintenance and operation employees. Bus Operators are provided three pairs of pants, five shirts and a cap annually. Every other year jackets/sweaters are provided. Operations supervisors are provided three pairs of pants, five shirts, a vest, a tie and a cap. Maintenance employees are provided rental uniforms cleaned and delivered by a vendor.

Urbanized Area (UZA) – The FTA has designated areas over 200,000 population as specific urbanized areas. GCTD's service area is part of the Oxnard UZA.

Workers' Compensation Insurance – Premium for the required workers' compensation insurance provided to GCTD by the California State Association of Counties-Excess Insurance Authority (CSAC-EIA).