



AGENDA

REGULAR BOARD OF DIRECTORS MEETING WEDNESDAY, SEPTEMBER 3, 2025 – 10:00 AM

GCTD ADMINISTRATIVE FACILITY

1901 AUTO CENTER DRIVE

OXNARD, CA 93036-7966

www.GoldCoastTransit.org

The meeting will be IN PERSON.

Hybrid / Remote Participation for the Public is available via ZOOM Webinar

<https://us02web.zoom.us/j/81444193104>

A. CALL TO ORDER

B. ROLL CALL

Chair – Martha McQueen-Legohn, Mayor, City of Port Hueneme

Vice Chair – Rachel Lang, Councilmember, City of Ojai

Director – Matt LaVere, Supervisor District 1, County of Ventura

Director – Dr. Jeannette Sanchez-Palacios, Mayor, City of Ventura

Director – Gabriela Rodriguez, Councilmember, City of Oxnard

C. CEREMONIAL CALENDAR

- **Pledge of Allegiance**
- **Employee Service Awards**

AUGUST - Marco Lopez – Safety & Training Supervisor – 20 Years

SEPTEMBER - George Chavez – Facility & Vehicle Cleaner – 5 Years

D. GENERAL PUBLIC COMMENT PERIOD

The GCTD Board of Directors will consider public comments for business matters that are not on the agenda. Each speaker is limited to three (3) minutes. The presiding officer shall enforce the time limit. Such matters cannot be discussed by the Board at the time of presentation but may be referred to the general manager/secretary for administrative action or public report at a later meeting or scheduled on a subsequent agenda for consideration. This rule shall not prohibit a member of the Board, at this time, from briefly responding to a public statement, question, or proposed initiative, as provided in Government Code Section 54954.2. Speakers are requested to complete a green speaker form from the Clerk of the Board and file it with the Clerk before speaking. Public members may participate in the Board Meeting either In Person at 1901 Auto Center Drive, Oxnard, CA, or by emailing or mailing their public comments to the Clerk of the Board before 9:00 AM on the morning of the meeting. In addition, members may also participate in the meeting by logging into Zoom [HERE](#).

E. CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: General Manager / Director of Human Resources

Employee organization: SEIU Local #721

GOLD COAST TRANSIT DISTRICT

2. CONFERENCE WITH LABOR NEGOTIATORS

Agency designated representatives: General Manager / Director of Human Resources

Employee organization: TEAMSTERS Local #186

RETURN TO OPEN SESSION

F. BOARD OF DIRECTORS' REPORTS

The Board of Directors may use this time to report on any activities in their respective jurisdictions that may be of interest to the District.

G. AGENDA REVIEW

The Board of Directors may use this time to make a motion to make changes to the agenda.

H. GENERAL MANAGER'S REPORT

3. [General Manager's Monthly Report](#)

Recommendation: The General Manager will provide a brief update on agency activities.

Staff: Vanessa Rauschenberger, General Manager

I. CONSENT ITEMS

All items listed under consent are to be considered routine by the governing body and will be enacted by one motion in the form listed unless items are removed for separate consideration.

4. [Minutes of July 2, 2025 Board of Directors Meeting](#)

Recommendation: Approve the July 2nd Board of Directors Meeting Minutes

Staff: Angelica Delgado, Clerk of the Board/Executive Assistant

5. [Report of Monthly Expenditures](#)

Recommendation: Receive Report of Expenditures for the Month of July & Aug 2025

Staff: Angelica Salatan, Accounting Specialist

6. [Report of Monthly Budget/Actual Report](#)

Recommendation: Receive Report of Budget/Actual for the Month of June & July 2025

Staff: Christine Feng, Chief Financial Officer/AGM

7. [Report of Quarterly Investment Activity](#)

Recommendation: Receive Report of Quarterly Investment Activity 4th Quarter

Staff: Christine Feng, Chief Financial Officer/AGM

8. [Consider Approval of Contract with Mariposa for Landscaping Services](#)

Recommendation: Consider Approval of Purchase of Landscaping Services in the Amount of \$167,025.72 for the period of two (2) Years.

Staff: Marlena Kholer, Procurement Manager & DBE Officer

9. [Report of Contracts Awarded](#)

Recommendation: Receive Report of Contracts Awarded for the Month of August 2025

Staff: Tanya Hawk, Inventory & Asset Management Coordinator

J. FORMAL ITEMS - PUBLIC COMMENTS ON AGENDA ITEMS

The GCTD Board of Directors will consider public comment on any item appearing on the agenda at the time that agenda item has been called by the presiding officer and after the staff report has been given. Each speaker is limited to five (5) minutes of comment on all agenda items in total. Speakers are requested to complete a green speaker form, available from the Clerk of the Board or on the speaker's podium, and file it with the Clerk before speaking.

Gold Coast Transit District
Board of Directors Meeting
September 3, 2025

Page 3 of 3

10. Consider Adoption of Resolution Number 2025-04, Approving Updates to the Memorandum of Understanding (MOU) between Gold Coast Transit District and SEIU Local 721 (Bus Operator Unit)

Recommendation: Consider Approving Updates to the Memorandum of Understanding (MOU) between Gold Coast Transit District and SEIU Local 721 (Bus Operator Unit) 2024-2027 to reflect the new classification of “Bus Operators (Demand Response)” and respective terms.

Staff: Alex Zaretsky, Director of Human Resources

11. Consider Approval of Contract Award of Contactless Credit and Debit Card Transit Fare Payment System

Recommendation: Consider authorizing staff to enter into a contract for contactless credit and debit card transit fare payment, with a cost of approximately, \$36,000 annually. This project is being done in partnership with Ventura County Transportation Commission (VCTC).

Staff: Cynthia Duque, Director of Planning and Marketing

12. Consider the Discontinuation of the GO Now On-Demand Microtransit Service (Pilot Program) Due to Ending of Grant Funding and Low Productivity

Recommendation: Consider authorizing staff to discontinue the GO Now On-Demand Microtransit (pilot program) effective October 1, 2025, due to end of grant term, high operating cost, low ridership.

Staff: Cynthia Duque, Director of Planning and Marketing

K. INFORMATIONAL ITEMS

13. FY 24-25 4th Quarter and Year End Fixed Route and Demand Response Service Report

Recommendation: Receive Presentation 4th Quarter Fixed Route and Demand Response Ridership and Service Report

Staff: Austin Novstrup, Planning Manager & Robbie Lucio, Mobility Management Coordinator

14. Future Agenda Items

Recommendation: Discussion of topics to be discussed at a future meeting

Staff: Vanessa Rauschenberger, General Manager

The next regular meeting of the GCTD Board of Directors will be held on **October 1, 2025, at 10:00 AM at 1901 Auto Center Drive, Oxnard, CA 93036**. Copies of administrative reports relating to the Board agenda are available online at www.GoldCoastTransit.org or from the Clerk of the Board, Gold Coast Transit District, 1901 Auto Center Drive, Oxnard, CA, 93036-7966.

IN COMPLIANCE WITH THE AMERICANS WITH DISABILITIES ACT, IF YOU NEED SPECIAL ASSISTANCE TO PARTICIPATE IN THE MEETING, PLEASE CONTACT THE CLERK OF THE BOARD AT (805) 483-3959, Ext. 160, OR E-MAIL adelgado@gctd.org OR THROUGH THE CALIFORNIA RELAY SERVICE AT 711. NOTIFICATION 72 HOURS PRIOR TO THE MEETING WILL ENABLE GCTD TO MAKE REASONABLE ACCOMMODATIONS TO ENSURE ACCESSIBILITY TO THE MEETING.



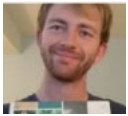
General Manager's Monthly Report – August/September

Welcome, New GCTD Team Members!

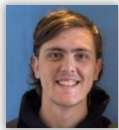
Please join me in extending a warm welcome to our new employees who joined us since July.



Catherine Tran, Fiscal Analyst, recently graduated from the University of California, Irvine with a Degree in Business Economics/Digital Information Systems. She has prior experience at GCTD, during the past couple of years as a Finance Intern, where she assisted with a variety of critical projects, including supporting GCTD's Audits and FTA Triennial Reviews.



Wesley Cooke, Planner I, recently earned a Master's degree in Community and Regional Planning from San Diego State University. He also recently worked at San Diego MTS as a Transit Operations & Bus Stop Facilities Intern and as a Graduate Research Assistant.



Kyle Kastendik, Mechanic I, brings strong technical experience in maintenance of vehicles across Ventura County, and he also brings his training from completing the Ventura College Automotive Career Education program.

Community Outreach on the GO!

Kudos to the team for increasing awareness of GCTD out and about in our community.

We have participated in over 13 community outreach events so far this year, including Bike Rodeo, Center for Employment Training, Rehab Point Project Picnic (Oxnard), Westview Village Strong Families Resource Fair (Ventura), National Night Out (Oxnard College), Condor Fest, and presentation to Ventura City County. In addition, upcoming City Council Presentations are scheduled for Sept 9th to the City of Ojai and Sept 15th in the City of Port Hueneme!



Westview Village



Rehab Point



Oxnard College Condor Fest



Service Change Pop Up



National Night Out



Ventura City Council

New Bus Arrived

Check it out! A new bus has arrived with a new interior look! The new buses will feature new, easier to clean seats and a fresh new interior and flooring. We look forward to getting these on the road.



GCTD Hosted National Transportation Safety Institute TSI Class

GCTD hosted a group of 30+ transit professionals from across the nation, who traveled to Oxnard to take a Transit Safety Institute class August 11 – 15 in the Board Room. They enjoyed the summer weather here in Oxnard, and kudos to our Operations team (Chiharu Lee) for creating a special route to enable the group to get to their hotel and to lunch. I attended the final class presentations, where important safety recommendations were shared about the facility, which we will put into action.

General Manager Activities & Meetings Attended

- July 2 – GCTD Board Meeting
- July 10 – Attended Quarterly Safety Awards/Special Recognition
- July 10 - APTA Paratransit Operations Subcommittee
- July 11 – Attended VCTC Commission Meeting
- July 16 – Ride Co Demonstration with VCTC/GCTD Staff
- July 21 – CTA Small Operators Committee Meeting
- July 23 – Participated in monthly SEIU Joint Labor Meeting
- July 29 – Held All Staff Meeting
- August 6 – Participated in UC Davis Transportation Research Study (virtual)
- August 11 – Transit Crime Prevention & Emergency Management Courses
- August 14 – Held Coffee with the GM
- August 19 – Participated in CTA Executive Committee Meeting
- August 20 – Attended GCTD Technical Advisory Committee Meeting
- August 26 – Held All Staff Meeting
- August 26 – Ventura City Council Presentation
- August 29 – CTA Small Operators Committee Meeting

Keep up with us on the GO

"Like Us" and Follow Us on Facebook, Twitter, and Instagram, "Like Us" on Facebook @GCTransit - "Follow Us" on Twitter @GoldCoastBus - or "Follow Us" on Instagram @GoldCoastTransit. Sign up online for GCTD's monthly "News on the GO" Newsletter. We're on TikTok! @goldcoasttransitbus



OUR MISSION

Our mission is serving, moving, and connecting people to opportunity –one ride at a time.



OUR VISION

Our vision is to revolutionize transportation in Ventura County by leading initiatives that improve the rider experience, achieve clean air, and drive economic vitality.

###



Item #4

**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, JULY 2, 2025 – 10:00 am
THIS MEETING WAS HELD IN PERSON & VIA ZOOM (HYBRID)**

A. CALL TO ORDER

Chair McQueen-Legohn called the Regular Board of Directors of Gold Coast Transit District meeting to order at 10:01 am at the GCTD Administrative Facility, 1901 Auto Center Drive, Oxnard, California.

B. ROLL CALL

Chair – Martha McQueen-Legohn, City of Port Hueneme
Vice Chair – Rachel Lang, City of Ojai
Director – Matt LaVere, County of Ventura
Director – Dr. Jeannette Sanchez-Palacios, City of Ventura
Director – Gabriela Rodriguez, City of Oxnard

STAFF PRESENT

Vanessa Rauschenberger, General Manager
Angelica Delgado, Clerk of the Board
Cynthia Duque, Director of Planning & Marketing
Dean Bower, Controller
Martin Rodriguez, Planner II
Marlena Kohler, Procurement Manager & DBE Officer
Robbie Lucio, Mobility Mgmt. Coordinator
Veronica Navarro, Finance & Grants Analyst
Tanya Hawk, Inventory & Asset Management Coordinator
Dante McClain, IT Technician

C. CEREMONIAL CALENDAR

Director Rodriguez led the Pledge of Allegiance.

EMPLOYEE RECOGNITION

- Omar Espinosa –Bus Operator – 5 Years
- Andy Juarez – Mechanic I – 5 Years
- Rene Lozano – Bus Operator – 15 Years
- Adrian Rico Gutierrez – 15 Years

- **Special Recognition** – Guadalupe (Lupe) Juarez –Bus Operator - 45 Years

Ms. Rauschenberger announced that a special Quarterly Safety Award luncheon and celebration would be held on July 10th, and invited all board members to attend as GCTD honors Lupe Juarez for her remarkable 45 years of service. Ms. Rauschenberger expressed how Lupe's positivity shines through her work, as she often says, "The sun is always shining" a reflection of her genuine love for her job.

Chair McQueen-Legohn stated that GCTD is so lucky to have employees who love their jobs, which speaks volumes to the leadership and team members.

GOLD COAST TRANSIT DISTRICT

Dr. Sanchez-Palacios expressed her appreciation for everyone being recognized for their dedicated years of service. She commended the pride each individual takes in their work and remarked on how fortunate it is to find a place where one can both serve and give back to the community. She offered special thanks to Lupe for her positive attitude and her remarkable commitment to serving the community for 45 years.

D. GENERAL PUBLIC COMMENT

Ramiro Tizcareño spoke during the public comment.

E. BOARD OF DIRECTORS REPORTS

Chair McQueen-Legohn announced that the City of Port Hueneme will host its Annual Hueneme Beach Festival on July 12–13, 2025, at Hueneme Beach Park. She noted that admission and parking are free. She invited everyone, both local residents and those from out of the area, to join the festivities and enjoy a weekend of live entertainment, food, family activities, and community celebration.

F. AGENDA REVIEW

None

Dr. Sanchez-Palacios moved to approve Agenda Review. Vice-Chair Lang seconded the motion.

The motion passed unanimously.

G. GENERAL MANAGER'S REPORT

1. GM Update - Vanessa Rauschenberger, General Manager

Ms. Rauschenberger welcomed Juan Martinez, Reservation/Dispatcher, who will be supporting Demand Response (ADA/Paratransit) in Operations. She also stated the Bus Operator class had completed their training and were now on the road.

Ms. Rauschenberger welcomed all board members to attend on July 10th for GCTD's Quarterly Safety Award and Special Recognition for Lupe Juarez's 45 years of service.

The Bi-annual service changes will take place on July 6th, including bus stop adjustments and minor schedule adjustments throughout the service. These changes occur every six months and are announced on social media, on buses, and through outreach at key bus stops by the Planning & Marketing team. Updated bus books will also be available on all buses.

Ms. Rauschenberger provided an update that while the Governor had initially proposed changes to the Greenhouse Gas Reduction Fund, a bipartisan agreement was ultimately reached, resulting in leaving the funds unchanged this year and deferring discussions on the funds to a future year.

H. CONSENT AGENDA

2. Consider Approval of Minutes of June 4, 2025, Board of Directors Meeting

3. Receive and File Report on Expenditures for June 2025– Angelica Salatan, Accounting Specialist

4. Receive and File Monthly Budget / Actual Financial Report for May 2025 – Christine Feng, Chief Financial Officer/AGM

5. Report of Contracts Awarded for July 2025 – Tanya Hawk, Inventory & Asset Management Coordinator

6. Consider Adoption of Resolution 2025-03 for State Transit Assistance (STA) / State of Good Repair (SGR) FY 2025-26 Allocation – Vanessa Rauschenberger, General Manager

Director LaVere moved to approve Consent Agenda Items 2 through 6. Director Dr. Sanchez-Palacios seconded the motion.

The motion passed unanimously.

I. FORMAL ITEMS - PUBLIC COMMENTS ON AGENDA ITEMS

The Gold Coast Transit District Board of Directors will consider public comment on any item appearing on the agenda when the presiding officer has called the agenda item and after the staff report has been given. Each speaker is limited to three (3) minutes of comment on all agenda items. Public members must submit their requests by email to the Clerk of the Board before 9 am on the day of the Board Meeting.

7. Consider Award of Contract to Best Best & Krieger LLP For General Counsel Service - Marlena Kohler, Procurement Manager & DBE Officer

Counsel Jeremy Holm recused himself due to a conflict of interest arising from his employment with Best Best & Krieger.

Ms. Kohler stated that a competitive process for General Counsel Services began with the issuance of RFP 25-02 on April 24, 2025, seeking a qualified law firm or attorney to provide general legal services, assist with labor negotiations, and advise the GCTD Board of Directors. The contract includes a two-year base term with three one-year options. The RFP was posted on the GCTD website and OpenGov. Five proposals were received and deemed responsive. After an independent evaluation, Best Best & Krieger received the highest overall score, with their proposal found to be fair and reasonable.

RECOMMENDATION

It is recommended the Board of Directors authorize award of a contract to Best, Best & Krieger for General Counsel Services for a two-year base period and three one-year option periods for a total not-to-exceed amount of \$500,000 for the two-year base period and \$250,000 for each of the three option years, if exercised, for a grand total not-to-exceed \$1,250,000.

Vice-Chair Lang moved to approve Award of Contract to Best Best & Krieger LLP for General Counsel Services. Dr. Sanchez-Palacios seconded the motion.

The motion passed unanimously.

8. Receive Presentation on Status of 301 East 3rd Street Property Project and Consider Formation of Ad Hoc Committee - Vanessa Rauschenberger, General Manager

Ms. Rauschenberger updated the Board on the status of the 301 East Third Street property. Since 2020, staff have been preparing for the redevelopment RFP, after the Board authorized the pursuit of qualified developers for multi-family housing. Staff recommends forming an ad hoc committee of at least two Board members to help evaluate future proposals.

RECOMMENDATION: For this item, staff will provide an update on the status of the district owned 301 East 3rd Street Property and progress on the redevelopment activities to date. **It is recommended that the Board of Directors consider forming an Ad Hoc Committee to help evaluate potential development proposals submitted and/or provide additional direction to staff on the information provided.**

Dr. Rodriguez-Palacios expressed interest in joining the Ad Hoc Committee, highlighting her local roots and active involvement with the City of Oxnard as reasons she would be a valuable participant

Director LaVere stated that Dr. Rodriguez-Palacios would be an exceptional participant in the Ad Hoc Committee.

Director LaVere moved to consider forming the Ad Hoc Committee. Director Dr. Rodriguez-Palacio seconded the motion.

Chair Mc-Queen-Legohn moved to form the Ad Hoc Committee with participants, Director LaVere, and Director Dr. Rodriguez-Palacio. Vice-Chair Lang seconded the motion.

The motion passed unanimously.

J. INFORMATIONAL ITEMS

9. Operations & Maintenance Department Monthly Update – James Beck, Director of Operations & Maintenance

The report was filed and received.

10. Future Agenda Items – Vanessa Rauschenberger, General Manager

The report was filed and received.

K. CLOSED SESSION

None

There being no further business, Chair McQueen-Legohn adjourned the Board of Directors meeting at 10:37 am.

Minutes recorded by Angelica Delgado, Clerk of the Board of Directors.

Vanessa Rauschenberger
Secretary of the Board of Directors

Chair Martha McQueen-Legohn
Board of Directors

Unless otherwise determined by the Board of Directors, the GCTD Board of Directors' next meeting will be on **September 3, 2025, at 10:00 am**. Copies of administrative reports relating to the Board agenda are available online at www.gctd.org or from the Clerk of the Board, Angelica Delgado, at adelgado@gctd.org Gold Coast Transit District, 1901 Auto Center Drive, Oxnard, CA 93036.



Item #5a

DATE September 3, 2025
TO GCTD Board of Directors
FROM Angelica Salatan, Accounting Specialist AP *AS*
SUBJECT Consider the Approval of Expenditures for the Month of July 2025

Attached is a list of expenditures for the month of July 2025 from the various GCTD Accounts.

If any member of the Board wishes to review a particular item, please contact me to have the necessary documentation on hand for the meeting.

Attachments:

Accounts Payable Disbursement List – July 2025

GENERAL MANAGER'S CONCURRENCE

A handwritten signature in black ink, reading 'Vanessa Rauschenberger', is written over a horizontal line.

Vanessa Rauschenberger
General Manager

GOLD COAST TRANSIT DISTRICT

CITY OF OJAI | CITY OF OXNARD | CITY OF PORT HUENEME | CITY OF VENTURA | COUNTY OF VENTURA
1901 AUTO CENTER DRIVE, OXNARD, CA 93036-7966 | P 805.483.3959 | F 805.487.0925 | GCTD.ORG

Payee	Reference Amount	TypeOfGoods
ALEXANDER MAGNO	03-Jul-25	\$200.00 TOOL ALLOW/EXP REIM
AMERICAN MADE CLEAN INC	03-Jul-25	\$525.00 SERVICES
ANDRES JUAREZ	03-Jul-25	\$1,200.00 TOOL ALLOW/EXP REIM
ASSUREDPARTNERS CAPITAL INC	03-Jul-25	\$151,971.22 LIABILITY INSURANCE
B&B SERVICE	03-Jul-25	\$234.94 DIRECT MAIL FOR MARKETING
BRITTNEY LEIGH YBARRA	03-Jul-25	\$820.74 PRINTING SERVICES
CALTIP	03-Jul-25	\$138,278.58 LIABILITY INSURANCE
CALTIP	03-Jul-25	\$276,557.17 LIABILITY INSURANCE
CITY OF OXNARD	03-Jul-25	\$2,013.19 MONTHLY RENT OTC
CITY OF OXNARD FIRE/CUPA	03-Jul-25	\$3,139.00 CUPA INSPECTION
EDISON CO.	03-Jul-25	\$28,564.45 ELECTRICAL POWER
FORTRESS ARMORED SERVICES COMPANY	03-Jul-25	\$618.92 ARMORED CAR SERVICES
FRANCISCO ESCOBAR	03-Jul-25	\$1,200.00 TOOL ALLOW/EXP REIM
HENRY GONZALEZ	03-Jul-25	\$500.00 TOOL ALLOW/EXP REIM
LOPEZ NESTOR	03-Jul-25	\$1,200.00 TOOL ALLOW/EXP REIM
MISSION LINEN SUPPLY	03-Jul-25	\$1,093.82 MAINTENANCE UNIFORMS
MOBILE CREATE USA, INC.	03-Jul-25	\$677.35 2 WAY RADIO EQUIPMENT/SERVICE
NATURAL GREEN LANDSCAPE INC.	03-Jul-25	\$4,480.00 LANDSCAPING SERVICES
PEREZ, CARLOS	03-Jul-25	\$1,700.00 EMPLOYEE EVENTS
PITNEY BOWES GLOBAL	03-Jul-25	\$214.99 POSTAGE MACHINE
PUBLIC RISK INNOVATION SOLUTIONS & MANAG	03-Jul-25	\$299,340.00 WORKER'S COMP/EAP PROVIDER
RAYNE WATER CONDITIONING	03-Jul-25	\$228.25 WATER COOLER BREAK ROOM
RUBBER NECK SIGNS	03-Jul-25	\$849.69 SERVICES
SALVADOR AGUILAR	03-Jul-25	\$1,200.00 TOOL ALLOWANCE
SIGNOGRAPHICS 2000	03-Jul-25	\$113.74 GRAPHICS
STAPLES ADVANTAGE	03-Jul-25	\$37.55 OFFICE SUPPLIES
SUNRISE PHYSICAL THERAPY	03-Jul-25	\$150.00 MOLLER SUPPORTS/CUSHON
TST PRIVATE SECURITY	03-Jul-25	\$5,668.80 SECURITY SERVICES
GOLD COAST TRANSIT	09-Jul-25	\$175.00 PETTY CASH
ASSURANT EMPLOYEE BENEFITS	10-Jul-25	\$1,353.66 DENTAL PREMIUMS
BENEFIT COORDINATORS CORP.	10-Jul-25	\$12,957.70 DENTAL PREMIUMS
BENEFIT COORDINATORS CORP.	10-Jul-25	\$12,693.90 DENTAL PREMIUMS
CALIFORNIA HOSE, INC	10-Jul-25	\$325.81 PARTS
CASEY PRINTING INC.	10-Jul-25	\$17,281.17 PRINTING SERVICES
CHRISTINE FENG	10-Jul-25	\$2,375.77 EMPLOYEE REIMBURSEMENT
CUMMINS PACIFIC LLC	10-Jul-25	\$5,334.72 PARTS
FRONTIER COMMUNICATIONS	10-Jul-25	\$649.42 INTERNET PRVDER - PTSIT CNTOR
FRONTIER COMMUNICATIONS	10-Jul-25	\$593.42 INTERNET PRVDER - PTSIT CNTOR
GILLIG LLC	10-Jul-25	\$8,748.51 PARTS
IDEAL UPHOLSTERY	10-Jul-25	\$340.00 RE-UPHOLSTER
JOSE MURILLO	10-Jul-25	\$170.34 TOOL ALLOWANCE
KIMBALL MIDWEST	10-Jul-25	\$964.03 PARTS
LOS ANGELES TRUCK CENTERS, LLC	10-Jul-25	\$1,644.52 PARTS/SERVICE
LYNETTE COVERLY	10-Jul-25	\$4,030.00 PROFESSIONAL SERVICES
MACVALLEY OIL COMPANY	10-Jul-25	\$12,137.48 FUEL

MISSION LINEN SUPPLY	10-Jul-25	\$540.37 MAINTENANCE UNIFORMS
MISSION LINEN SUPPLY	10-Jul-25	\$546.91 MAINTENANCE UNIFORMS
NATIONAL AUTO BODY&PAINT	10-Jul-25	\$5,953.12 BODY WORK
PARKHOUSE TIRE, INC.	10-Jul-25	\$2,077.69 TIRES
PARTS AUTHORITY LLC	10-Jul-25	\$872.95 PARTS
PEREZ, CARLOS	10-Jul-25	\$800.00 EMPLOYEE EVENTS
PLATINUM TOW AND TRANSPORT INC.	10-Jul-25	\$2,632.50 TOWING SERVICES
PUBLIC RISK INNOVATION SOLUTIONS & MANAG	10-Jul-25	\$2,337.72 WORKER'S COMP/EAP PROVIDER
RINCON CONSULTANTS INC.	10-Jul-25	\$10,476.25 NTVE AMCAN CONST MONTRNG SRVCS
SUPERIOR SANITARY SUPPLIES	10-Jul-25	\$2,282.56 SUPPLIES
TEAMSTERS LOCAL 186	10-Jul-25	\$1,614.00 PAYROLL DEDUCTION
TELENET VOIP, INC.	10-Jul-25	\$270.00 MONITORING
THE AFTERMARKET PARTS COMPANY, LLC	10-Jul-25	\$866.02 PARTS/BUSES
VENTURA COUNTY AUTO SUPPLY	10-Jul-25	\$249.11 PARTS
VENTURA COUNTY TRANSPORTATION COMMISSION	10-Jul-25	\$1,036.80 SMARTCARD SLS
VICTOR RUBIO	10-Jul-25	\$1,200.00 EXPENSE REIMBURSEMENT
GREG'S PETROLEUM SERVICE, INC	11-Jul-25	\$3,782.98 OIL SUPPLIER
MANUEL R CONTRERAS	11-Jul-25	\$1,200.00 TOOL ALLOW/EXP REIM
SUPERIOR PRINTING & GRAPHICS, INC	11-Jul-25	\$4,664.81 PRINTING SERVICES
TEAM NISSAN	11-Jul-25	\$390.68 ELECTRIC VEHICLES
UNITED WAY OF VENTURA CO.	11-Jul-25	\$72.00 P/R DEDUCTION
CALTIP	17-Jul-25	\$24,142.07 LIABILITY INSURANCE
CANON FINANCIAL SERVICES INC	17-Jul-25	\$935.60 PRINTING SERVICES
CCP INDUSTRIES	17-Jul-25	\$2,546.41 SAFETY MATERIALS
COASTAL OCCUPATIONAL MEDICAL GROUP	17-Jul-25	\$3,520.00 PHYSICALS/DRUG SCREENS
CORRINE ECHAVESTE	17-Jul-25	\$32.00 REFUND GO ACCESS e-balance
COUNTY OF VENTURA - IT SVCS. DEPT.	17-Jul-25	\$393.26 REPEATER SITE RENTAL
CUMMINS PACIFIC LLC	17-Jul-25	\$463.69 PARTS
FROG ENVIRONMENTAL, INC.	17-Jul-25	\$1,394.00 ENVIRONMENTAL ASSESSMENT
GILLIG LLC	17-Jul-25	\$13,419.20 PARTS
GRAINGER	17-Jul-25	\$68.96 MISC. PARTS/SUPPLIES
INDEPENDENT LIVING RESOURCE CENTER, INC.	17-Jul-25	\$5,000.00 SPONSORSHIP
JORGE M ARELLANO	17-Jul-25	\$1,150.00 TOOL ALLOWANCE
LOS ANGELES TRUCK CENTERS, LLC	17-Jul-25	\$5,021.17 PARTS/SERVICE
LUIS M. AYALA	17-Jul-25	\$1,200.00 TOOL ALLOW/EXP REIM
MAURO TAPIA	17-Jul-25	\$1,200.00 TOOL ALLOW/EXP REIM
PARKHOUSE TIRE, INC.	17-Jul-25	\$1,112.71 TIRES
RED WING SHOE STORE	17-Jul-25	\$1,056.87 SAFETY SHOES
ROMAINE ELECTRIC CORPORATION	17-Jul-25	\$1,582.42 BUS PARTS
RUBBER NECK SIGNS	17-Jul-25	\$971.67 SERVICES
SUPERIOR PRINTING & GRAPHICS, INC	17-Jul-25	\$1,027.50 PRINTING SERVICES
TEAM NISSAN	17-Jul-25	\$400.47 ELECTRIC VEHICLES
THE AFTERMARKET PARTS COMPANY, LLC	17-Jul-25	\$8,869.33 PARTS/BUSES
THE GAS COMPANY	17-Jul-25	\$37,452.76 NATURAL GAS
TRAFFIC TECHNOLOGIES LLC	17-Jul-25	\$283.99 BUS STOP ENHANCEMENTSUPPLIES
UNITED TRANSMISSION EXCHANGE	17-Jul-25	\$4,510.38 TRANSMISSION REBUILDER

VENTURA COUNTY AUTO SUPPLY	17-Jul-25	\$227.74 PARTS
VERIZON	17-Jul-25	\$3,159.71 PHONE SRVC - CSC
WEX HEALTH, INC.	17-Jul-25	\$330.00 FSA ADMINISTRATION FEE
CITY OF OXNARD	20-Jul-25	\$4,866.60 UTILITIES/TRASH
AFFORDABLE AUTO GLASS	24-Jul-25	\$500.00 AUTO GLASS REPAIR
CALIFORNIA HOSE, INC	24-Jul-25	\$392.50 PARTS
CLEAN ENERGY	24-Jul-25	\$1,170.00 REPAIRS
CUMMINS PACIFIC LLC	24-Jul-25	\$2,681.60 PARTS
FRN of Tulsa, LLC	24-Jul-25	\$6,198.90 PARTS
FRONTIER COMMUNICATIONS	24-Jul-25	\$85.98 INTERNET PRVDER - PTSIT CNTOR
LIFT-U-INC.	24-Jul-25	\$201.24 WHEEL CHAIR PARTS
MACVALLEY OIL COMPANY	24-Jul-25	\$34.95 FUEL
MISSION LINEN SUPPLY	24-Jul-25	\$546.91 MAINTENANCE UNIFORMS
PARTS AUTHORITY LLC	24-Jul-25	\$469.63 PARTS
RINGCENTRAL, INC.	24-Jul-25	\$2,651.33 PHONE SRVC - CSC
STAPLES ADVANTAGE	24-Jul-25	\$44.99 OFFICE SUPPLIES
SUPERIOR SANITARY SUPPLIES	24-Jul-25	\$1,892.56 SUPPLIES
SUSAN SMITH	24-Jul-25	\$48.00 REFUND GO ACCESS e-balance
U.S. BANK	24-Jul-25	\$12,682.23 CALCARD PAYMENT
AGRITEC INTERNATIONAL LTD.	31-Jul-25	\$122.45 HAZ MAT DISPOSAL SERVICES
ALEXANDER MAGNO	31-Jul-25	\$1,200.00 TOOL ALLOW/EXP REIM
AMERICAN MADE CLEAN INC	31-Jul-25	\$525.00 SERVICES
BECNEL UNIFORMS	31-Jul-25	\$46,544.58 UNIFORMS
CHIHARU ENDO	31-Jul-25	\$313.00 EXP REIMBURSEMENT
CITY OF OXNARD	31-Jul-25	\$2,013.19 MONTHLY RENT OTC
CLEAN ENERGY	31-Jul-25	\$31,852.48 REPAIRS
CROWN DODGE	31-Jul-25	\$75.47 SERVICE
DYER SHEEHAN GROUP, INC.	31-Jul-25	\$5,620.00 301 REDEVELOPMENT CONSULTING
ENVISION VTA FD AUTO LLC	31-Jul-25	\$2,674.79 PARTS
FLOYD SKEREN MANUKIAN LANGEVIN LLP	31-Jul-25	\$192.00 LEGAL SERVICES
GILLIG LLC	31-Jul-25	\$395.71 PARTS
GREG'S PETROLEUM SERVICE, INC	31-Jul-25	\$2,275.13 OIL SUPPLIER
LIFT-U-INC.	31-Jul-25	\$66.30 WHEEL CHAIR PARTS
LIGHTGABLER	31-Jul-25	\$360.00 LEGAL SERVICES
LOWE'S	31-Jul-25	\$1,249.36 SUPPLIES
MACVALLEY OIL COMPANY	31-Jul-25	\$10,466.31 FUEL
MISSION LINEN SUPPLY	31-Jul-25	\$1,093.82 MAINTENANCE UNIFORMS
NATURAL GREEN LANDSCAPE INC.	31-Jul-25	\$4,480.00 LANDSCAPING SERVICES
ORKIN SERVICES OF CALIFORNIA, INC.	31-Jul-25	\$325.00 PEST CONTROL
PARKHOUSE TIRE, INC.	31-Jul-25	\$1,808.02 TIRES
PARTS AUTHORITY LLC	31-Jul-25	\$792.56 PARTS
PITNEY BOWES GLOBAL	31-Jul-25	\$314.99 POSTAGE MACHINE
PLATINUM TOW AND TRANSPORT INC.	31-Jul-25	\$350.00 TOWING SERVICES
RED WING SHOE STORE	31-Jul-25	\$9.12 SAFETY SHOES
RED.VECTOR.COM LLC	31-Jul-25	\$7,972.80 EMPLOYEE EDUCATIONAL SOLUTIONS
STORERITE INC.	31-Jul-25	\$110.00 SHREDING SERVICES

SUPERIOR SANITARY SUPPLIES	31-Jul-25	\$693.25	SUPPLIES
TEAMSTERS LOCAL 186	31-Jul-25	\$150.00	PAYROLL DEDUCTION
THE AFTERMARKET PARTS COMPANY, LLC	31-Jul-25	\$6,001.93	PARTS/BUSES
THE ARC OF VENTURA COUNTY, INC.	31-Jul-25	\$2,294.11	MONEY CNTERS/BUS CLNRS
THE GAS COMPANY	31-Jul-25	\$805.25	NATURAL GAS
TST PRIVATE SECURITY	31-Jul-25	\$6,493.92	SECURITY SERVICES
USA WASTE OF CALIFORNIA, INC.	31-Jul-25	\$6,427.22	HAZ WASTE REMOVAL
VENTURA COUNTY AUTO SUPPLY	31-Jul-25	\$17.48	PARTS
VENTURA FEED & PET SUPPLIES, INC.	31-Jul-25	\$225.00	SAFETY SHOES
CalPERS Health & Unfunded for July 2025	EFT	\$162,161.00	HEALTH INSURANCE
CalPERS Unfunded Liability for July 2025	EFT	\$350,586.71	UNFDED ACCRD LIAB CLASSIC
Life Basic/Supplemental insurance July 2025	EFT	\$14,499.30	LONG TERM DISABILITY PREMIUMS
CalPERS Pension Contributions PR 07/11/2025	EFT	\$76,118.15	PENSION CONTRIBUTIONS
CalPERS Pension Contributions PR 07/25/2025	EFT	\$72,492.90	PENSION CONTRIBUTIONS
TOTAL		<u>\$2,026,526.95</u>	



Item #5b

DATE September 3, 2025
TO GCTD Board of Directors
FROM Angelica Salatan, Accounting Specialist AP *a S*
SUBJECT Consider the Approval of Expenditures for the Month of August 2025

Attached is a list of expenditures for the month of August 2025 from the various GCTD Accounts.

If any member of the Board wishes to review a particular item, please contact me to have the necessary documentation on hand for the meeting.

Attachments:

Accounts Payable Disbursement List – August 2025

GENERAL MANAGER'S CONCURRENCE

A handwritten signature in black ink, reading 'Vanessa Rauschenberger', is written over a horizontal line.

Vanessa Rauschenberger
General Manager

GOLD COAST TRANSIT DISTRICT

CITY OF OJAI | CITY OF OXNARD | CITY OF PORT HUENEME | CITY OF VENTURA | COUNTY OF VENTURA
1901 AUTO CENTER DRIVE, OXNARD, CA 93036-7966 | P 805.483.3959 | F 805.487.0925 | GCTD.ORG

Payee	ReferenceDa	Amount	TypeOfGoods
AGRITEC INTERNATIONAL LTD.	08-Aug-25	\$129.90	HAZ MAT DISPOSAL SERVICES
ASSURANT EMPLOYEE BENEFITS	08-Aug-25	\$1,368.43	DENTAL PREMIUMS
A-Z BUS SALES INC	08-Aug-25	\$387.43	FORD TRANSITS
BECNEL UNIFORMS	08-Aug-25	\$1,870.72	UNIFORMS
BENEFIT COORDINATORS CORP.	08-Aug-25	\$12,090.10	DENTAL PREMIUMS
BEST BEST & KRIEGER LLP	08-Aug-25	\$27,059.00	GENERAL COUNSEL SERVICE
CALIFORNIA HOSE, INC	08-Aug-25	\$148.97	PARTS
CALTIP	08-Aug-25	\$1,461.85	LIABILITY INSURANCE
CENTRAL COURIER LLC	08-Aug-25	\$2,115.00	DELIVERY SRVC BUS BOOKS
COASTAL OCCUPATIONAL MEDICAL GROUP	08-Aug-25	\$2,795.00	PHYSICALS/DRUG SCREENS
CREATIVE BUS SALES	08-Aug-25	\$295.17	PARATRANSIT BUS/VANS
CUMMINS PACIFIC LLC	08-Aug-25	\$43,046.66	PARTS
EDISON CO.	08-Aug-25	\$28,660.75	ELECTRICAL POWER
ENVISION VTA FD AUTO LLC	08-Aug-25	\$17.57	PARTS
FERGUSON ENTERPRISES, INC	08-Aug-25	\$183.78	SUPPLIES
FIRST CALL AUTO PARTS	08-Aug-25	\$399.90	PARTS
FORTRESS ARMORED SERVICES COMPANY	08-Aug-25	\$433.51	ARMORED CAR SERVICES
GILLIG LLC	08-Aug-25	\$17,543.97	PARTS
GREG'S PETROLEUM SERVICE, INC	08-Aug-25	\$4,503.28	OIL SUPPLIER
INTERSTATE BATTERIES	08-Aug-25	\$783.67	BATTERIES
JAMES BECK	08-Aug-25	\$227.50	EXPENSE REIMBURSEMENT
J-W POWER COMPANY	08-Aug-25	\$1,372.37	MAINTENANCE SUPPLIES
LIFT-U-INC.	08-Aug-25	\$306.02	WHEEL CHAIR PARTS
LOS ANGELES TRUCK CENTERS, LLC	08-Aug-25	\$3,500.42	PARTS/SERVICE
MOBILE CREATE USA, INC.	08-Aug-25	\$677.35	2 WAY RADIO EQUIPMENT/SERVICE
NATIONAL DRIVE HEADQUARTERS	08-Aug-25	\$28.00	PAYROLL DEDUCTION
OCEANVIEW PLUMBING & ROOTER	08-Aug-25	\$225.00	PLUMBING
PARKHOUSE TIRE, INC.	08-Aug-25	\$5,417.51	TIRES
PARTS AUTHORITY LLC	08-Aug-25	\$1,512.98	PARTS
PLATINUM TOW AND TRANSPORT INC.	08-Aug-25	\$390.00	TOWING SERVICES
REMIX TECHNOLOGIES LLC	08-Aug-25	\$11,600.00	SOFTWARE LICENSE
ROSCO, INC.	08-Aug-25	\$443.73	VEHICLE CAMERA
RUDOLPHO COBOS	08-Aug-25	\$5,981.00	FIRE SUPPRESSION
SAFETY VISION	08-Aug-25	\$344.91	BUS SECURITY CAMERA
SITEONE LANDSCAPE SUPPLY, LLC	08-Aug-25	\$21.00	MAINTENANCE SUPPLIES
SUPERIOR SANITARY SUPPLIES	08-Aug-25	\$33.82	SUPPLIES
TEAMSTERS LOCAL 186	08-Aug-25	\$1,698.00	PAYROLL DEDUCTION
THE AFTERMARKET PARTS COMPANY, LLC	08-Aug-25	\$5,759.88	PARTS/BUSES
THE DETAIL SHOP INC	08-Aug-25	\$96.07	SUPPLIES
TRACKIT LLC	08-Aug-25	\$15,935.00	SOFTWARE LICENSE
TRANSPORTATION SAFETY	08-Aug-25	\$560.00	TRAINING FEES
UnCOMplicate HR INC	08-Aug-25	\$980.00	HR CONSULTANT
VALLEY POWER SYSTEMS, INC.	08-Aug-25	\$1,854.67	REPAIR PARTS/SERVICE
VENTURA COUNTY AUTO SUPPLY	08-Aug-25	\$6.52	PARTS
VENTURA HOSE-MAN	08-Aug-25	\$313.02	REPAIR PARTS/SUPPLIES

VERIZON	08-Aug-25	\$2,458.43 PHONE SRVC - CSC
APPLEONE EMPLOYMENT SERVICES	14-Aug-25	\$3,644.16 TEMPORARY HELP
BECNEL UNIFORMS	14-Aug-25	\$21.80 UNIFORMS
CANON FINANCIAL SERVICES INC	14-Aug-25	\$348.52 PRINTING SERVICES
CENTER FOR TRANSPORTATION AND THE ENVIRO	14-Aug-25	\$17,000.00 MEMBERSHIP DUES
COAST TO COAST COMPUTER PRODUCTS	14-Aug-25	\$273.09 OFFICE SUPPLIES
CREATIVE BUS SALES	14-Aug-25	\$104.56 PARATRANSIT BUS/VANS
CUMMINS PACIFIC LLC	14-Aug-25	\$169.17 PARTS
FLOYD SKEREN MANUKIAN LANGEVIN LLP	14-Aug-25	\$208.00 LEGAL SERVICES
FLUID NETWORKS	14-Aug-25	\$111.60 SERVICES
FRONTIER COMMUNICATIONS	14-Aug-25	\$1,297.84 INTERNET PRVDER - PTSIT CNTOR
GILLIG LLC	14-Aug-25	\$426.40 PARTS
JOSE MURILLO	14-Aug-25	\$1,029.66 TOOL ALLOWANCE
JUAN DE LA ROSA	14-Aug-25	\$170.00 EXPENSE REIMBURSEMENT
LIGHTGABLER	14-Aug-25	\$1,845.00 LEGAL SERVICES
LORNE HENDERSON	14-Aug-25	\$890.59 EMPLOYEE REIMBURSEMENT
LYNETTE COVERLY	14-Aug-25	\$3,720.00 PROFESSIONAL SERVICES
MACVALLEY OIL COMPANY	14-Aug-25	\$12,197.41 FUEL
MISSION LINEN SUPPLY	14-Aug-25	\$546.91 MAINTENANCE UNIFORMS
PARKHOUSE TIRE, INC.	14-Aug-25	\$748.32 TIRES
PARTS AUTHORITY LLC	14-Aug-25	\$84.13 PARTS
PITNEY BOWES INC	14-Aug-25	\$114.71 POSTAGE MACH
RED WING SHOE STORE	14-Aug-25	\$939.50 SAFETY SHOES
SOUTHERN COUNTIES FUELS	14-Aug-25	\$3,208.07 OIL/LUBE PRODUCTS
STAPLES ADVANTAGE	14-Aug-25	\$1,160.85 OFFICE SUPPLIES
SUPERIOR PRINTING & GRAPHICS, INC	14-Aug-25	\$4,131.84 PRINTING SERVICES
SUPERIOR SANITARY SUPPLIES	14-Aug-25	\$1,874.49 SUPPLIES
THE AFTERMARKET PARTS COMPANY, LLC	14-Aug-25	\$6,340.01 PARTS/BUSES
THE ARC OF VENTURA COUNTY, INC.	14-Aug-25	\$2,470.22 MONEY CNTERS/BUS CLNRS
THE GAS COMPANY	14-Aug-25	\$39,227.05 NATURAL GAS
THE HANOVER INSURANCE GROUP	14-Aug-25	\$60,134.00 COMMERCIAL PROPERTY INSURANCE
THOMAS LINCOLN	14-Aug-25	\$494.63 TRAINING
TRI- COUNTY AUTO DISMANTLERS INC.	14-Aug-25	\$1,250.00 JUNK YARD
VENTURA COUNTY CIVIC ALLIANCE	14-Aug-25	\$2,500.00 SPONSORSHIP
VENTURA FEED & PET SUPPLIES, INC.	14-Aug-25	\$1,039.93 SAFETY SHOES
VICTOR RUBIO	14-Aug-25	\$170.00 EXPENSE REIMBURSEMENT
CITY OF OXNARD	15-Aug-25	\$4,748.18 UTILITIES/TRASH
LIFT OFF, LLC	21-Aug-25	\$28,768.80 IT SOFTWARE
BRITTNEY LEIGH YBARRA	21-Aug-25	\$239.26 PRINTING SERVICES
CITI CARDS	21-Aug-25	\$110.70 OFFICE SUPPLIES
CREATIVE BUS SALES	21-Aug-25	\$578.06 PARATRANSIT BUS/VANS
ENVISION VTA FD AUTO LLC	21-Aug-25	\$26.58 PARTS
FIRST CALL AUTO PARTS	21-Aug-25	\$112.35 PARTS
FRONTIER COMMUNICATIONS	21-Aug-25	\$95.98 INTERNET PRVDER - PTSIT CNTOR
GILLIG LLC	21-Aug-25	\$784.55 PARTS
GRAINGER	21-Aug-25	\$689.26 MISC. PARTS/SUPPLIES

KIMBALL MIDWEST	21-Aug-25	\$142.59 PARTS
LOWE'S	21-Aug-25	\$3,276.52 SUPPLIES
PARKHOUSE TIRE, INC.	21-Aug-25	\$5,075.78 TIRES
PLATINUM TOW AND TRANSPORT INC.	21-Aug-25	\$390.00 TOWING SERVICES
RED WING SHOE STORE	21-Aug-25	\$438.36 SAFETY SHOES
TEAM NISSAN	21-Aug-25	\$300.35 ELECTRIC VEHICLES
THE AFTERMARKET PARTS COMPANY, LLC	21-Aug-25	\$547.22 PARTS/BUSES
VASQUEZ AND COMPANY LLP	21-Aug-25	\$22,968.56 AUDITOR
AFFORDABLE AUTO GLASS	28-Aug-25	\$438.00 AUTO GLASS REPAIR
AGRITEC INTERNATIONAL LTD.	28-Aug-25	\$122.45 HAZ MAT DISPOSAL SERVICES
APPLEONE EMPLOYMENT SERVICES	28-Aug-25	\$2,803.20 TEMPORARY HELP
ARLENE KROSKEY	28-Aug-25	\$92.00 REFUND GO ACCESS e-balance
A-Z BUS SALES INC	28-Aug-25	\$218.77 FORD TRANSITS
CALIFORNIA HOSE, INC	28-Aug-25	\$633.27 PARTS
CHRISTINE FENG	28-Aug-25	\$2,683.24 EMPLOYEE REIMBURSEMENT
CLEAN ENERGY	28-Aug-25	\$40,404.00 REPAIRS
CROWN DODGE	28-Aug-25	\$219.81 SERVICE
CUMMINS PACIFIC LLC	28-Aug-25	\$29,808.79 PARTS
EDISON CO.	28-Aug-25	\$28,366.24 ELECTRICAL POWER
ENVISION VTA FD AUTO LLC	28-Aug-25	\$237.12 PARTS
FERGUSON ENTERPRISES, INC	28-Aug-25	\$8.34 SUPPLIES
FIRST CALL AUTO PARTS	28-Aug-25	\$189.50 PARTS
FLEET EFORCE INC.	28-Aug-25	\$4,000.00 WARRANTY FOR E LIGHTENING VAN
FRED M BOERNER MOTOR COMPANY	28-Aug-25	\$1,000.88 BUS PARTS
GENFARE LLC	28-Aug-25	\$1,957.25 PARTS
GILLIG LLC	28-Aug-25	\$645.93 PARTS
GLOBAL CTI GROUP, INC.	28-Aug-25	\$360.00 SOL-GPS AND DIAGNOSTIC-VERIZON
GRAINGER	28-Aug-25	\$160.18 MISC. PARTS/SUPPLIES
GRAINGER	28-Aug-25	\$2,226.78 MISC. PARTS/SUPPLIES
GREG'S PETROLEUM SERVICE, INC	28-Aug-25	\$2,000.62 OIL SUPPLIER
GREG'S PETROLEUM SERVICE, INC	28-Aug-25	\$3,870.50 OIL SUPPLIER
INTERSTATE BATTERIES	28-Aug-25	\$301.05 BATTERIES
J N DESIGNS	28-Aug-25	\$431.54 PRINTING/GRAPHICS SERV
KIMBALL MIDWEST	28-Aug-25	\$1,569.37 PARTS
LOS ANGELES TRUCK CENTERS, LLC	28-Aug-25	\$988.70 PARTS/SERVICE
M.O.DION & SONS, INC.	28-Aug-25	\$707.23 FUEL
MACVALLEY OIL COMPANY	28-Aug-25	\$11,045.13 FUEL
MARTIN RODRIGUEZ	28-Aug-25	\$1,604.64 EXPENSE REIMBURSEMENT
MISSION LINEN SUPPLY	28-Aug-25	\$1,105.20 MAINTENANCE UNIFORMS
MOTOROLA SOLUTIONS, INC	28-Aug-25	\$5,462.85 TWO-WAY RADIO SYSTEM
NATIONAL DRIVE HEADQUARTERS	28-Aug-25	\$56.00 PAYROLL DEDUCTION
OK RADIATOR SHOP INC.	28-Aug-25	\$299.62 RADIATOR REPAIRS
PARTS AUTHORITY LLC	28-Aug-25	\$2,895.58 PARTS
PARTS AUTHORITY LLC	28-Aug-25	\$124.42 PARTS
PLATINUM TOW AND TRANSPORT INC.	28-Aug-25	\$1,170.00 TOWING SERVICES
POWER MACHINERY CENTER	28-Aug-25	\$451.60 FORK LIFT PARTS AND SERVICE

PURE EARTH SYSTEMS, INC.	28-Aug-25	\$4,200.00 TROUBLE SHOOTING, DIAGNOSTICS
RINGCENTRAL, INC.	28-Aug-25	\$2,358.20 PHONE SRVC - CSC
ROMAINE ELECTRIC CORPORATION	28-Aug-25	\$4,317.74 BUS PARTS
SOUTHERN COUNTIES FUELS	28-Aug-25	\$244.10 OIL/LUBE PRODUCTS
SUPERIOR PRINTING & GRAPHICS, INC	28-Aug-25	\$152.95 PRINTING SERVICES
TEAM NISSAN	28-Aug-25	\$300.35 ELECTRIC VEHICLES
TEAMSTERS LOCAL 186	28-Aug-25	\$94.00 PAYROLL DEDUCTION
THE AFTERMARKET PARTS COMPANY, LLC	28-Aug-25	\$491.76 PARTS/BUSES
THE DETAIL SHOP INC	28-Aug-25	\$349.57 SUPPLIES
THE GAS COMPANY	28-Aug-25	\$808.95 NATURAL GAS
U.S. BANK	28-Aug-25	\$14,101.46 CALCARD PAYMENT
VENTURA COUNTY AUTO SUPPLY	28-Aug-25	\$65.54 PARTS
VENTURA COUNTY AUTO SUPPLY	28-Aug-25	\$8.96 PARTS
WEX HEALTH, INC.	28-Aug-25	\$330.00 FSA ADMINISTRATION FEE
ZEP MANUFACTURING CO.	28-Aug-25	\$279.68 INDUSTRIAL CLEANERS
CalPERS Health & Unfunded for July 2025	EFT	\$162,161.00 HEALTH INSURANCE
CalPERS Unfunded Liability for July 2025	EFT	\$322,552.28 UNFDED ACCRD LIAB CLASSIC
Life Basic/Supplemental insurance July 2025	EFT	\$14,249.27 LONG TERM DISABILITY PREMIUMS
CalPERS Pension Contributions PR 07/11/2025	EFT	\$72,267.38 PENSION CONTRIBUTIONS
CalPERS Pension Contributions PR 07/25/2025	EFT	\$72,203.34 PENSION CONTRIBUTIONS

TOTAL	\$1,273,167.93
--------------	-----------------------



Item #6a

Date: September 3, 2025
To: Board of Directors
From: Catherine Tran, Fiscal Analyst & Christine Feng, Chief Financial Officer/AGM
Subject: **Consider the Approval of June 2025 Actual vs. Budget
Financial Analysis Report and Yearly Financial Analysis Report**

Yearly Financial Analysis Report – GCTD (FY 2025 as of June 2025) Preliminary

Overview

As of June 2025, GCTD's financial performance reflects complete budget execution for FY 2025, with 96.98% of total annual revenue collected and 101.62% of total budgeted expenses incurred. Expense increases were primarily driven by higher than anticipated insurance related costs (casualty/liability/workers comp). This report is preliminary as the year end financial audit is currently underway and expected to be completed by the end of the calendar year.

Revenues

Total YTD revenues amounted to **\$37.47 million**, nearly meeting the annual revenue target of **\$38.63 million** (97% of budget). Notable components include:

- **Operating Revenues:** \$2.46M (97.12% of budget) – closely aligned with expectations.
 - **Non-Operating Revenues:** \$2.86M (286.77%) – significantly exceeded budget, due to investment income, advertising revenue, energy credit, Alternative Fuel credit.
 - **Local Assistance:** \$21.18M (102.68%) – Matched with the budget planned.
 - **State Assistance:** \$6.18M (107%) – exceeded budget due to SB125 state operating funding.
 - **Federal Assistance:** \$4.78M (55%) – this is due to timing of claiming of 4th quarter eligible expenses, which are pending drawdown in FY 26.
-

Expenses

Total YTD expenses reached **\$39.26 million**, 101.62% of budget. Key cost drivers and variances include:

GOLD COAST TRANSIT DISTRICT

- **Salary/Wage:** \$14.74M (100.7%) – near target, but slightly over budget due to first year of new MOU implementation, and overtime costs
- **Fringe Benefits:** \$11.71M (103.9%) – expenses \$441K higher than budget due to increases in insurance related costs
- **Services:** \$2.79M (108%) – exceeded budget by \$208K, reflecting 3 months of contracted services, and one time final contract close out costs
- **Casualty and Liability:** \$1.88M (141%) – due to higher than anticipated insurance / liability related claims and settlements.
- **Materials & Supplies:** \$3.05 M (-84%) - under budget
- **Utilities** - \$409K (-90%) - under budget due to lower than anticipated cost
- **Debt Service & Members Contributions** - were within or near targets.
- **Miscellaneous:** \$440K (-86%) - under budget

The fiscal year ended slightly over budget at 101.62% due to higher than anticipated liability expenses. Management continues to closely monitor/plan federal funding use and cost management, essential as the agency enters FY 2026.



General Manager's Concurrence

GOLD COAST TRANSIT DISTRICT
Financial activities summary (Actual v.s. Budget)
June, 2025

	<u>June 2025 Actual</u>	<u>June 2025 Budget</u>	<u>Variance Over (Under) Budget</u>	<u>YTD actual</u>	<u>Annual Budget</u>	<u>Percentage of Annual Budget</u>
Revenues:						
Operating revenues	\$ 246,197.92	\$ 211,166.67	17%	\$ 2,461,081.97	\$ 2,534,000.00	97.12%
Non- Operating Revenues	1,247,212.80	83,080.84	1401%	2,858,991.62	996,970.00	286.77%
Local Assistance	1,719,274.92	1,719,274.92	0%	21,184,825.86	20,631,299.00	102.68%
State Assistance *	1,972,536.05	481,250.41	310%	6,179,176.44	5,775,005.00	107.00%
Federal Assistance **	589,929.00	724,689.18	-19%	4,782,582.00	8,696,270.00	55.00%
Total Revenues	\$ 5,775,150.69	\$ 3,219,462.00	79%	\$ 37,466,657.89	\$ 38,633,544.00	96.98%
* State Operating Assistances of SB125 funding utilized.						
** Federal Operating Assistances for 4th Quarter eligible expenses -- to be claimed in FY 26.						
Expenses:						
Salary/Wage	\$ 1,283,679.71	\$ 1,218,700.08	5%	\$ 14,736,529.73	\$ 14,624,401.00	100.77%
Fringe Benefits	1,390,554.68	939,085.08	48%	11,710,124.70	11,269,021.00	103.91%
Services	80,602.65	215,045.83	-63%	2,788,899.51	2,580,550.00	108.07%
Materials and Supplies	417,783.93	301,525.00	39%	3,050,767.85	3,618,300.00	84.31%
Utilities	63,546.26	37,500.00	69%	409,058.39	450,000.00	90.90%
Casualty and Liability	306,337.87	111,666.67	174%	1,883,844.09	1,340,000.00	140.59%
Miscellaneous	37,211.30	42,458.17	-12%	440,206.42	509,498.00	86.40%
Debt Service	-	115,356.00	-100%	1,384,268.75	1,384,272.00	100.00%
Members Contribution	238,125.17	238,125.17	0%	2,857,502.00	\$ 2,857,502.00	100.00%
Total Expenses	\$ 3,817,841.57	\$ 3,219,462.00	18.59%	\$ 39,261,201.44	\$ 38,633,544.00	101.62%
Surplus or (Deficit)	\$ 1,957,309.12			\$ (1,794,543.55)		



Item #6b

Date: September 3, 2025
To: Board of Directors
From: Catherine Tran, Fiscal Analyst
Christine Feng, Chief Financial Officer/AGM
Subject: **Consider Acceptance of July 2025 Actual vs. Budget Financial Analysis Report**

This report summarizes the financial activities for July 2025, comparing actual performance with the budgeted amounts for Gold Coast Transit District.

Overview:

In July 2025, the Gold Coast Transit District (GCTD) experienced a monthly deficit of **\$596,707.36**, primarily due to in advance quarterly payments of District causality and liabilities and 6-month interest allocation expense for bond payment.

Revenues

Total revenues for the month came in at **\$3.05 million**. Key highlights include:

- **Operating Revenues** were **26% below budget**, totaling \$161K, reflecting timing of farebox or other operational income not yet recorded.
- **State Assistance** - under budget by **39%** due to timing of disbursements, though the shortfall is expected to be covered by SB125 state operating assistance.
- **Federal Assistance, Local Assistance, and Non-Operating Revenues** were all in line with expectations.

Year-to-date (YTD), revenues represent **7.59%** of the annual budget, indicating early-stage budget execution.

Expenses

Total expenses were **\$3.65 million**. The main cost drivers were:

- **Fringe Benefits** exceeded budget by **14%**, totaling \$1.21 million.
- **Casualty and Liability** costs were **113% over budget** due to an **advance quarterly payment**.

GOLD COAST TRANSIT DISTRICT

- **Debt Service** spiked to **299% over budget**, driven by the **first interest payment on COP (bond payment)**.

However, there were notable underspends:

- **Services** (-45%)
- **Materials and Supplies** (-31%)
- **Utilities** (-98%)

Year to date, the total operating expenses are 9.07% of the annual budget with 8.3% of the year used. The month budget report reflects front-loaded expense obligations typically for the start of the year. Staff will focus on ongoing monitoring of state funding disbursements and expense timing.

A handwritten signature in black ink, appearing to read "Vanessa Rauschenberg", written over a horizontal line.

General Manager's Concurrence

GOLD COAST TRANSIT DISTRICT
Financial activities summary (Actual v.s. Budget)
July, 2025 (FY 2026)

	<u>July 2025 Actual</u>	<u>July 2025 Budget</u>	<u>Variance Over (Under) Budget</u>	<u>YTD actual</u>	<u>Annual Budget</u>	<u>Percentage of Annual Budget</u>
Revenues:						
Operating revenues	\$ 161,130.37	\$ 216,666.67	-26%	\$ 161,130.37	\$ 2,600,000.00	6.20%
Non- Operating Revenues	87,883.20	87,500.00	0%	87,883.20	1,050,000.00	8.37%
Local Assistance	1,669,026.92	1,669,026.92	0%	1,669,026.92	20,028,323.00	8.33%
State Assistance *	363,742.08	600,448.17	-39%	363,742.08	7,205,378.00	5.05%
Federal Assistance	772,746.00	779,543.58	-1%	772,746.00	9,354,523.00	8.26%
Total Revenues	\$ 3,054,528.57	\$ 3,353,185.32	-9%	\$ 3,054,528.57	\$ 40,238,224.00	7.59%
* State Operating Assistant SB125 funding covers the deficit.						
Expenses:						
Salary/Wage	\$ 1,205,853.64	\$ 1,350,367.42	-11%	\$ 1,205,853.64	\$ 16,204,409.00	7.44%
Fringe Benefits	1,212,871.83	1,068,470.04	14%	1,212,871.83	12,821,640.00	9.46%
Services	58,245.80	106,173.83	-45%	58,245.80	1,274,086.00	4.57%
Materials and Supplies	185,601.77	270,697.14	-31%	185,601.77	3,248,366.00	5.71%
Utilities	805.25	36,416.67	-98%	805.25	437,000.00	0.18%
Casualty and Liability **	290,249.80	136,374.99	113%	290,249.80	1,636,500.00	17.74%
Miscellaneous	14,414.75	45,916.68	-69%	14,414.75	551,000.00	2.62%
Debt Service ***	459,800.00	115,375.50	299%	459,800.00	1,384,506.00	33.21%
Members Contribution	223,393.08	223,393.08	0%	223,393.08	\$ 2,680,717.00	8.33%
Total Expenses	\$ 3,651,235.92	\$ 3,353,185.32	8.89%	\$ 3,651,235.92	\$ 40,238,224.00	9.07%
** In advance Quarterly payment for Liability expenes.						
*** Fist interest payment of COP (Bond payment)						
Surplus or (Deficit)	<u>\$ (596,707.36)</u>			<u>\$ (596,707.36)</u>		



Item #7

Date: September 3, 2025
To: Board of Directors
From: Veronica, Finance and Grant Analyst
Subject: Receive and File Quarterly Investment Report – 4th Quarter FY 2025

EXECUTIVE SUMMARY

Gold Coast Transit District Investment Income Report (April 1 – June 30, 2025)

Gold Coast Transit District (GCTD) reported a total investment income of **\$183,057.02** for the period **April 1 to June 30, 2025**, reflecting interest, dividends, and other income earned across various investment accounts in accordance with GCTD's **Investment Policy**, established in **April 2024**.

Key Highlights

1. **Significant Investment Income Contributions**
 - The **SB 125 Operating Fund** generated the highest returns, earning **\$123,790.57**, accounting for **68%** of total investment income. The **SB 125 Capital Fund** yielded **\$16,610.76**, also contributing **9%** of the total income.
 - **Special Funds Capital Reserve** contributed **\$15,747.64**, representing **9%** of total income.
2. **Consistent Growth Over the Period**
 - **June 2025** recorded the highest monthly earnings, totaling **\$79,007.39**
 - This strong performance was primarily driven by returns from the **SB 125 Operating Fund (\$40,065.29)** and the **Special Funds Capital Reserve (\$15,747.64)**.
3. **Diversified Investment Performance**
 - The **Money Market Account** and **LAIF Account** provided stable yet modest returns, contributing **\$1,091.26** and **\$1,222.55**, respectively.

GOLD COAST TRANSIT DISTRICT

September 3, 2025
Quarterly investment income summary
report Page 2 of 2

Investment Policy Compliance & Outlook

The investment performance aligns with GCTD's **Investment Policy objectives**, emphasizing **capital preservation, liquidity, and yield optimization**. The strong returns from **SB 125 funds** indicate effective investment strategy implementation.

The **positive investment performance** in Q4 **positions GCTD well for the upcoming fiscal periods**, reinforcing financial stability and growth potential.

General Manager's Concurrence

A handwritten signature in black ink, reading "Vanessa Rauschenberger", is written over a solid black horizontal line.

Vanessa Rauschenberger



GOLD COAST TRANSIT DISTRICT

Investment Income

April 1- June 30, 2025

		Money Market Account 1010610001	LAIF Account 1013000001	Special Funds Capital Reserve 1410200001	COP Lease Payment Fund 1410111001	COP Project Fund 1410221001	COP Reserve Fund 1410112001	SB 125 Capital Fund 1010510003	SB 125 Operating Fund 1010500003	Total
April 30, 2025	Interest, Dividends & Other Income	\$ 394.57		\$ -	\$ 65.37	\$ 1,082.49	\$ 6,391.14	\$ 5,558.54	\$ 41,297.38	\$ 54,789.49
May 31, 2025	Interest, Dividends & Other Income	418.72	-	-	63.36	1,049.35	(340.06)	5,640.87	42,427.90	49,260.14
June 30, 2025	Interest, Dividends & Other Income	277.97	1,222.55	15,747.64	65.13	1,078.63	15,138.83	5,411.35	40,065.29	79,007.39
Total		\$ 1,091.26	\$ 1,222.55	\$ 15,747.64	\$ 193.86	\$ 3,210.47	\$ 21,189.91	\$ 16,610.76	\$ 123,790.57	\$ 183,057.02



DATE: September 3, 2025

Item #8

TO: Board of Directors

FROM: Tanya Hawk  Buyer

SUBJECT: Consider Award of Contract to Mariposa for Landscaping Services

I. EXECUTIVE SUMMARY

As a result of a competitive bid, staff are requesting award of a firm-fixed contract to Mariposa Landscaping Services. These services are for a two (2) year base period and one (1) one-year option period for a total contract amount of \$167,025.72.

II. BACKGROUND

Gold Coast Transit District has now been at this 15-acre property for approximately 6 years. Landscaping Service is essential to maintain the well-maintained appearance of our landscape. GCTD requires the contractor to have the manpower, materials and equipment to maintain shrubs perennial, and ground covering. Along with maintenance of pruning/thinning and caring for tree limbs. In addition, the contractor will be required to maintain the weeding, debris, litter and removal of any significant plant damage and if required, replanting of any damaged/dead plants.

Due to the size of the property, GCTD has an extensive irrigation system. The contractor will be responsible for maintaining all irrigation components (i.e., sprinkler heads and controllers) and ensuring that the system factors in the various seasonal changes and the effects they may have on the watering schedule throughout the facility.

An Invitation for Bid was issued in May 2025. The resulting contract will be for an initial two-year (2) period with option for one (1) additional one-year period. Pricing is firm fixed for the initial term of the contract. The IFB was publicized on our website, on OpenGov website and those on the previous IFB's Bidder's List were also notified. Over thirty-five (35) vendors accessed our IFB.

Four (4) bids were received, and all were determined to be responsive bids. A price analysis was conducted using all four (4) submitted bidders. The pricing is summarized as follows.

Description	Mariposa Landscaping	Natural Green Landscaping	EMT Inc.	Pride Industries One
2-year Base Period	\$110,248.00	\$110,700.00	\$219,922.00	\$251,874.00
Option Year 1	\$56,777.72	\$57,150.00	\$115,459.00	\$129,821.00
TOTAL BID PRICE (base year + option year)	\$167,025.72	\$167,850.00	\$335,381.00	\$381,695.00

GOLD COAST TRANSIT DISTRICT

Sept 3, 2025

CONSIDER AWARD OF CONTRACT TO MARIPOSA FOR LANDSCAPING SERVICES

Based on the above information, it was determined that the pricing for the two-year base period and one (1) one-year option period from Mariposa Inc, are the lowest overall and as a result, provides the best overall value for the price. As a result of the above analysis, Mariposa Inc. proposed pricing is considered fair and reasonable based on adequate price competition.

A price escalation provision was included in the terms and conditions of the contract and will be tied to Consumer Price Index (CPI). Staff will ensure the proposed pricing for any option exercised will be fair and reasonable by conducting a price analysis prior to exercising the option.

A responsibility determination was conducted on Mariposa Inc. Staff confirmed that Mariposa Inc was not listed in the System for Award Management (SAM) nor were there any complaints filed with the Better Business Bureau (BBB). Client references provided by Mariposa Inc were contacted and no negative responses were provided. As a result, Mariposa Inc. was determined to be a responsive, responsible contractor capable of meeting GCTD's requirements.

RECOMMENDED ACTION

IT IS RECOMMENDED the Board of Directors authorize award of a contract for Landscaping/Maintenance Services to Mariposa Inc. in the amount of \$110,248.00 for the initial two-year period, plus \$56,777.72 for one (1) option period, for a total contract amount of \$167,025.72. In addition, it is recommended the Board authorize up to an additional 5% \$8,351.00 for adjustments to the service or any supplies or materials that may be needed during term of contract.

GENERAL MANAGER'S CONCURRENCE

A handwritten signature in black ink, appearing to read 'Vanessa Rauschenberger', is written over a horizontal line.

Vanessa Rauschenberger
General Manager



September 3, 2025

Item #9

TO GCTD Board of Directors
FROM Tanya Hawk, Inventory and Assets Management Coordinator
SUBJECT Report of Contracts Awarded

SUMMARY

As requested by the Board of Directors on December 2, 2020, and in accordance with the GCTD Purchasing Resolution, staff is to provide a monthly report of all purchases issued by this agency. The attached report lists all purchase orders awarded since the July 2025 Board meeting.

RECOMMENDATION

It is recommended that the Board of Directors receive and file this report.

GENERAL MANAGER'S CONCURRENCE

Vanessa Rauschenberger
General Manager

GOLD COAST TRANSIT DISTRICT

Contracts/PO Awarded Report
September 2025

PO#	Item Description	Vendor Name	City	Cost
PURCHASING				
P0030343	GCTD LOST AND FOUND INVENTORY TAGS QTY 500	SUPERIOR PRINTING & GRAPHICS, INC	OXNARD	\$2,949.51
P0030345	BUS BOOK PRINTING FOR JULY	CASEY PRINTING INC.	KING CITY	\$17,281.17
PARTS				
M0051445	CHARGE AIR COOLER	GILLIG LLC	LOS ANGELES	\$2,582.68
M0051448	DC8002-XCELENTE 5 GAL PAIL, DC8001-XCELENTE 1 GAL, 001955-XCELENTE 55 GAL, CE3005-MICRO MUSCLE 5 GAL PAIL, CE3497-MICRO MUSCLE 1 GAL & CE3055-MICRO MUSCLE 55 GAL	BRADY INDUSTRIES OF CALIFORNIA LLC	LAS VEGAS	\$75.50
M0051449	BATTERY & BATTERY CORE	PARTS AUTHORITY LLC	LOS ANGELES	\$634.67
M0051450	VALVOLINE PREMIUM BLUE 9200 15W-40, TRANSMISSION OIL SYNTHETIC, STATE RECYCLING, & REGULATORY OIL GAL	GREG'S PETROLEUM SERVICE, INC	DELANO	\$3,782.98
M0051451	TOW SERVICE (4081)	PLATINUM TOW AND TRANSPORT INC.	CAMARILLO	\$1,170.00
M0051452	BOLT, HUB	THE AFTERMARKET PARTS COMPANY, LLC	MINNEAPOLIS	\$1,002.26
M0051453	BRAKE PADS	GILLIG LLC	LOS ANGELES	\$9,800.05
M0051454	MODULE, IGNITION CONTROL 5320525D	CUMMINS PACIFIC LLC	VENTURA	\$2,681.60
M0051456	SPECIAL NUTS, 3/8- 24 THIN HEX & PIN, CLEVIS-CNG	GILLIG LLC	LOS ANGELES	\$61.44
M0051458	MOTOR EVAPORATOR FAN & CORE CHARGE	ROMAINE ELECTRIC CORPORATION	KENT	\$1,563.92
M0051459	UPPER HEAT EXCHANGE HOSE (COOLER)	CUMMINS PACIFIC LLC	VENTURA	\$229.73
M0051460	AUTOMATIC TRANSMISSION 580B	FRN of Tulsa, LLC	BROKEN ARROW	\$6,772.30

Contracts/PO Awarded Report
September 2025

M0051461	JC3Z-7000-JRM CORE, SEMI-METALLIC BRAKE PADS MV-1 REAR, REAR BRAKE ROTOR-MV 1, BRAKE PADS FRONT MV 1, HANGER UNIVERSAL, HEAD LIGHT WIRING HARNESS, SENSOR, CRANKSHAFT-FORD TRANSIT	PARTS AUTHORITY LLC	LOS ANGELES	\$471.78
M0051463	VALVOLINE PREMIUM BLUE 9200 15W-40, SAE OW-20 MOTOR OIL, REGULATORY COMPLIANCE FEE, & STATE RECYCLING FEE	GREG'S PETROLEUM SERVICE, INC	DELANO	\$2,275.13
M0051464	COOLANT MOPAR 50/50	CROWN DODGE	VENTURA	\$75.47
M0051465	HEX FLAT HEAD CAP SCREW (SPROCKET)	LIFT-U-INC.	ESCALON	\$53.64
M0051467	PUCK (RAMP)	LIFT-U-INC.	ESCALON	\$188.58
M0051468	CLAMP, BAND	GILLIG LLC	LOS ANGELES	\$380.91
M0051469	ROTOR, BRAKE	THE AFTERMARKET PARTS COMPANY, LLC	MINNEAPOLIS	\$5,629.87
M0051473	A/C CONDENSER-MV1 & 194 BULBS	PARTS AUTHORITY LLC	LOS ANGELES	\$88.86
M0051474	FRONT SHOCK ABSORBER-CUTAWAY, FILTER-OIL, & REAR AIR SUSPENSION SHOCK-MV 1	PARTS AUTHORITY LLC	LOS ANGELES	\$81.69
M0051475	CATALYTIC CONVERTER & CONVERTER CORE	ENVISION VTA FD AUTO LLC	OXNARD	\$2,674.79
M0051476	CATALYTIC CONVERTER FLANGE GASKET	PARTS AUTHORITY LLC	LOS ANGELES	\$9.66
M0051477	SENSOR, TRANS SPEED, & FILTER TRANS B-400R	VALLEY POWER SYSTEMS, INC.	LOS ANGELES	\$1,854.67
M0051478	MANUAL PRE-LUBE PUMP	J-W POWER COMPANY	DALLAS	\$1,337.22

Contracts/PO Awarded Report
September 2025

M0051483	FILTER, HYDRAULIC, SEAL, FRONT INNER, REFLECTOR, RED, FIRE SENSOR 350, LAMP, 4 IN. AMBER TURN, LAMP, 4 IN. RED STOP/ TURN/ TAIL, GLASS, ENTRANCE, UPPER, PIN, COTTER, SSTL, CNG, GAUGE, OIL PRESSURE, 0-100 PSI, WIPER, REAR INNER, AIR DRYER SKF HCT 2000 24V3, HOSE, HUMP, WINDSHIELD, R/S, WINDSHIELD, C/S, RACK, BIKE, & VALVE, QUICK RELEASE	GILLIG LLC	LOS ANGELES	\$9,129.80
M0051484	LABOR	USA WASTE OF CALIFORNIA, INC.	LOS ANGELES	\$494.34
M0051485	FIRE EXT. BRACKET, BOOSTER PUMP ASSY, & AIR DRYER DUAL TURBO-2000 KIT GILLIG	GILLIG LLC	LOS ANGELES	\$1,421.76
M0051488	GASKET, FILLER CAP, SOLENOID, EXIT DOOR, FILTER FUEL, KNOB, SEAT ADJUSTING, GASKET, 24V ALT, WASHER, SEALING, SPRING, SKIRT BATTERY BOX PANEL, SPRING, RADIATOR/FILTER ACCESS PANEL, VALVE, PARKING BRAKE, CHAMBER, FRONT BRAKE, HANDLE, GRAB, VALVE, E-10 BRAKE, & GASKET, REAR AXLE SHAFT	THE AFTERMARKET PARTS COMPANY, LLC	MINNEAPOLIS	\$6,706.63
M0051489	VALVOLINE PREMIUM BLUE 9200 15W-40, SAE 5W-30 MOTOR OIL, TRANSMISSION OIL SYNTHETIC, REGULATORY COMPLIANCE FEE, & STATE RECYCLING	GREG'S PETROLEUM SERVICE, INC	DELANO	\$2,294.93
M0051490	ECM REPROGRAMMING LABOR (3507), ECM PROGRAMMING OTHER	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$500.20
M0051493	FILLER TO SOLENOID VALVE TUBE, WINDOW STRUT	GILLIG LLC	LOS ANGELES	\$2,004.53
M0051495	REAR AXLE FLANGE GASKET	ENVISION VTA FD AUTO LLC	OXNARD	\$23.42

Contracts/PO Awarded Report
September 2025

M0051496	FILTER OIL	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$1,448.39
M0051497	SENSOR, OIL PRESSURE, ECM & CORE	CUMMINS PACIFIC LLC	VENTURA	\$4,056.22
M0051498	BACKUP CAM, AHD, 170DEG FOV, MIRRORED, IR LED NITE, & SAFE-T-SCOPE, 33' HARNESS, 4 PIN TWIST LOCK W M&F	ROSCO, INC.	JAMAICA	\$593.47
M0051499	WHEEL STUD	VENTURA COUNTY AUTO SUPPLY	OXNARD	\$6.52
M0051501	PARTS MISC	CUMMINS PACIFIC LLC	VENTURA	\$217.30
M0051503	SENSOR, CAT TEMP & TEMPATURE SENSOR (CAT, EXH)TEMPATURE SENSOR (CAT, EXH)	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$1,629.22
M0051504	NUT PLATE, COBOLT M8, STATIC STRAPS, SWITCH, ENGINE START,	THE AFTERMARKET PARTS COMPANY, LLC	MINNEAPOLIS	\$2,553.74
M0051505	BEARING, FRT AXLE INNER, WINDSHIELD WIPER TANTO ARM, FROMNT, BEARING, FRONT OUTER CONE, SOLENOID 24V, SPRING, LIFT U, BIKE RACK ARM, CURB, FASTENER, SN, COUPLING, INSERT, BUSING, BEARING, FRONT INNER CONE	GILLIG LLC	LOS ANGELES	\$2,055.63
M0051506	BATTERY-INTERSTATE 24-099-24-103	INTERSTATE BATTERIES	VENTURA	\$783.67
M0051507	ECM PROGRAMMING LABOR (3503), & ECM PROGRAMMING OTHER	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$500.02
M0051509	QSOLK-00045-1 QUICKSERVE ONLINE	CUMMINS PACIFIC LLC	VENTURA	\$810.00
M0051510	ANNUAL FIRE EXTINGUISHER SERVICE, VEHICLE FSS SERVICE,SEMI ANNUAL HAZMAT FSS , ANNUAL FIRE SPRINKLER INSPECTION, & FIRE ALARM TESTING	RUDOLPHO COBOS	VENTURA	\$5,981.00

Contracts/PO Awarded Report
September 2025

M0051511	REAR WIPER BLADE, WIPER BLADE CLEAN ADVANTAGE, DOT 4 LV BRAKE FLUID, DIRECT CONNECT WIPER BLADE, FILTER AIR-200, STANDARD CAPSULE, REAR SHOCK ABSORBER-CUTAWAY, REAR SHOCK ABSORBER- FORD TRANSIT	PARTS AUTHORITY LLC	LOS ANGELES	\$1,070.50
M0051512	REAR SHOCK ABSORBER-FORD TRANSIT & MOTORCRAFT WATER PUMP-CUTAWAY	OREILLY AUTOMOTIVE STORES	OXNARD	\$181.05
M0051513	REAR BRAKE PADS	PARTS AUTHORITY LLC	LOS ANGELES	\$413.49
M0051514	SPRING, COMPRESSION, PLUNGER, PRS REGULATOR, ECM, CORE	CUMMINS PACIFIC LLC	OXNARD	\$3,897.30
M0051515	MOTORCRAFT WATER PUMP-CUTAWAY	OREILLY AUTOMOTIVE STORES	OXNARD	\$170.12
M0051519	BRACKET GAS SPRING	GILLIG LLC	LOS ANGELES	\$23.23

Purchasing Total \$20,230.68

Parts Total \$94,445.88

Local (Ventura County) \$29,985.53



Item #10

DATE September 3, 2025

TO GCTD Board of Directors

FROM Alex Zaretsky, Director of Human Resources
Vanessa Rauschenberger, General Manager

SUBJECT **Consider Adoption of Resolution 2025-04 to include the addition of the Demand Response Operators to the existing SEIU Bus Operators MOU**

I. EXECUTIVE SUMMARY

Last year, on September 4, 2024, GCTD's Board of Directors approved the renewal of the MOUs for three established bargaining units with the Service Employees International Union (SEIU) Local 721: Administrative Support Unit, Bus Operators Unit, and Mechanical Unit.

This Board item recommends the addition of the Demand Response Bus Operators to the existing Bus Operators Unit MOU, which is currently in effect from July 1, 2024, to June 30, 2027.

The request at the conclusion of this report is for the Board to consider the Adoption of Resolution 2025-04, which approves the addition of Demand Response Bus Operators to the existing Bus Operators Unit Memorandum of Understanding (MOU) between GCTD and Service Employees International Union (SEIU) Local 721.

II. BACKGROUND

In January 2024, GCTD's Board directed staff to end its contract with MV Transportation at the end of the last contract period, and to in-source the service (ADA/Paratransit) services, known as "GO Access". In October 2024, most accepted offers to transitioned to GCTD, retaining their job duties and pay rate from the contractor to equivalent positions formed at GCTD.

During the transition, the employees received training in GCTD's business operations, and GCTD staff learned the business functions of ADA/Paratransit operations. Part of the onboarding process includes determination of appropriate Union representation.

GCTD determined that the SEIU Bus Operators unit was the appropriate unit to integrate the Demand Response Operators into. Both Fixed Route Bus Operators and Demand Response Bus Operators share similar working conditions, receive similar training and working environments.

In August 2025, GCTD's negotiation team met with the SEIU representatives and the Demand Response Stewards to negotiate the integration into the existing MOU.

GOLD COAST TRANSIT DISTRICT

An agreement was reached on the additional language to the existing Bus Operators MOU, using the existing language in the MOU that applies to both sets of operators, and with some specific carve-outs labeled specifically for “Fixed Route” and “Demand Response”.

The addition to the MOU includes the same (COLA) percentage as the Fixed Route Bus Operators (4.5%) 2025 and (3.75%) 2026 and establishment of a wage table. The new table for Demand Response will take effect September 28th, 2025, the one-year anniversary since joining GCTD. The other MOU additions were specific to working hours, overtime assignments, vacation schedules, and bidding. There were no changes to the common articles or benefits.

On August 28th SEIU Local 721 Demand Response Bus Operator members voted to ratify the new MOU which was approved.

III. RECOMMENDATION

Consider Adoption of Resolutions 2025-04 approving the addition of the Demand Response Operators to the existing Bus Operators Memorandum of Understanding (MOU) between GCTD and Service Employees International Union (SEIU) Local 721

A handwritten signature in black ink, appearing to read "Vanessa Rauschenberg", is written over a horizontal line.

General Manager's Concurrence

Attachments:

Resolution: 2025-04 Addition to existing BO MOU

Bus Operator Unit July 1, 2024-June 30, 2027 – Redline Version

RESOLUTION NO. 2025-04

A RESOLUTION OF THE BOARD OF DIRECTORS OF GOLD COAST TRANSIT DISTRICT APPROVING THE ADDITION TO MEMORANDUM OF UNDERSTANDING (MOU) BETWEEN GOLD COAST TRANSIT DISTRICT AND GCTD BUS OPERATOR UNIT OF SERVICE EMPLOYEES' INTERNATIONAL UNION LOCAL 721 (SEIU)

WHEREAS, commencing on August 18 and 19, 2025, the **GCTD Demand Response Operators (DR) / Bus Operator (BO) Unit** of Service Employees International Union Local #721 (SEIU), through its duly appointed representatives, and GCTD management (GCTD), through its duly appointed representatives, met and conferred and exchanged freely information, opinions and proposals concerning wages, hours and working conditions; and,

WHEREAS, as a result of said "meet and confer" sessions, GCTD and SEIU agreed on the addition and terms to the current Bus Operators MOU, to include the DR Operators,

WHEREAS, SEIU conducted a member election vote on August 28, 2025, which resulted in the members of the DR Operators / Bus Operator Unit approving the agreed-upon Memorandum of Understanding between the parties, copies of which are on file in the office of the Clerk; and,

WHEREAS, Section 3505.1 of the Government Code of the State of California provides that a Memorandum of Understanding between an employee association and the management negotiating team, while not binding, shall be presented to the governing body of a local agency for determination; and,

WHEREAS, the Board of Directors of Gold Coast Transit District has received the herein referred to Memorandum of Understanding and accepts said Memorandum of Understanding as the statement by the Service Employees International Union Local #721 (SEIU) of those matters in which it finds itself in agreement with the management negotiating team as above described, and as a statement by the management team of those matters which it recommends that the Board of Directors implement in an appropriate manner;

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors hereby accepts and approves the addition of the DR Operators to the Memorandum of Understanding for the **Bus Operator Unit**, which has been reviewed by the Board and is on file in the office of the Clerk of the Board. The Secretary/ General Manager is hereby authorized and directed to carry out all of the provisions contained therein.

PASSED AND ADOPTED THIS 3rd DAY OF SEPTEMBER 2025

Martha McQueen-Legohn

ATTEST: I HEREBY CERTIFY that the foregoing Resolution 2025-04 was duly adopted by the Board of Directors of Gold Coast Transit District at a regular meeting thereof held on the 3rd day of September 2025.

Vanessa Rauschenberger, General Manager (Secretary of the Board)

MEMORANDUM OF UNDERSTANDING BETWEEN
GOLD COAST TRANSIT DISTRICT
AND
SERVICE EMPLOYEES INTERNATIONAL UNION #721

JULY 1, 2024 THROUGH JUNE 30, 2027

BUS OPERATOR UNIT

Page Intentionally Left Blank

**TABLE OF CONTENTS
MEMORANDUM OF UNDERSTANDING**

BUS OPERATOR UNIT

PART I – UNIT-SPECIFIC ARTICLE SECTION

SECTION 1 INTRODUCTION

1.01	Parties to Memorandum.....	1
1.02	Board of Directors Approval and Implementation.....	1

SECTION 2 WAGES

2.01	Wages and Wage Schedule.....	1
2.04	Night Differential.....	2
2.05	Bilingual Pay	2
2.06	Minimum Pay for Split Shifts	2
2.07	Spread Time	2

SECTION 3 HOURS

3.01	Bus Operator Hours	2
3.02	Overtime	3
3.03	Check-In Time.....	4
3.04	Meal and Rest Periods.....	4
3.05	Schedule Exchange Program.....	5

SECTION 4 BENEFITS

4.05	Eligibility for Benefits	5
------	--------------------------------	---

SECTION 5 LEAVE TIME

5.09	Vacation Bidding	5
------	------------------------	---

SECTION 6 WORKING CONDITIONS

6.01	Seniority	7
6.04	Uniform Allowance	7
6.06	Training	7
6.07	Automobile Use.....	8
6.08	Route Bidding.....	8
6.09	Late Report Rule.....	10
6.10	Failure to Report	10
6.11	Extra Board	11
6.12	Radio Communication.....	11
6.13	Complaint Procedure	11
6.14	Other Operator Duties	12

APPENDICES

A	Wage Table.....	13
---	-----------------	----

MEMORANDUM OF UNDERSTANDING BUS OPERATOR UNIT

Part I contains Articles that are specific only to the GCTD-SEIU 721 Bus Operators Unit MOU.

SECTION 1 INTRODUCTION

Article 1.01 PARTIES TO MEMORANDUM

Commented [GCTD1]: Tentative Agreement 8.19.2025

This Memorandum of Agreement has been entered into between SERVICE EMPLOYEES INTERNATIONAL UNION LOCAL #721 (SEIU), as the formally recognized employee organization, and GOLD COAST TRANSIT DISTRICT (GCTD), on behalf of the employees occupying the job classification of:

BUS OPERATOR (FIXED ROUTE)
BUS OPERATOR (DEMAND RESPONSE)

SEIU is hereby certified as the formally recognized employee organization for those employees occupying the job classifications listed above regarding wages, hours and other terms and conditions of employment.

Article 1.02 BOARD OF DIRECTORS APPROVAL AND IMPLEMENTATION

It is agreed that this Memorandum of Understanding (MOU) is of no force or effect unless ratified by the employees of the Bus Operator Unit and approved by Resolution duly adopted by the Board of Directors of GOLD COAST TRANSIT DISTRICT.

This Memorandum of Understanding constitutes the mutual recommendation by the parties to the GCTD Board of Directors that one or more resolutions be adopted accepting this Memorandum and affecting the changes enumerated herein relative to wages, fringe benefits and other terms of employment for the employees represented by SEIU.

SECTION 2 WAGES

Article 2.01 WAGES AND WAGE SCHEDULE

Commented [GCTD2]: Tentative Agreement 8.19.2025

GCTD agrees to a market adjustment for all Bus Operators (fixed route) by adjusting the top step to \$32.64 and adjusting all steps accordingly as shown in Appendix A. This adjustment will be effective the first full pay period commencing on or after July 1, 2024. A newly hired bus operator shall be compensated at the first step for the first year of employment. Bus Operator unit employees shall thereafter be eligible for advancement subsequent steps after having served one (1) year in the prior step.

GCTD agrees to cost of living (COLA) wage adjustments to classes in the bargaining units covered by this MOU on the first pay period commencing on

FIXED ROUTE:

July 1st, 2024 four percent (4.0%)
July 1st, 2025 four-and-a-half percent (4.5%)
July 1st, 2026 three-and-three quarter percent (3.75%)

DEMAND RESPONSE

September 28th, 2025 four-and-a-half-percent (4.5%) AND establish new wage table
July 1st, 2026 three-and-three quarter percent (3.75%)

See the wage scale in Appendix "A".
See the wage scale in Appendix "B".

Article 2.04 NIGHT DIFFERENTIAL

A five percent (5%) night differential shall be paid to those bus operators required to work fifty percent (50%) or more of their work shift after 5:00 PM.

Article 2.05 BILINGUAL PAY

Consistent with the need of GCTD for bilingual ability, an employee may be authorized additional compensation for bilingual ability. To qualify, the bilingual employee must use both languages to meet a public service responsibility and display sensitivity toward the culture and needs of a large group of foreign speaking residents. The General Manager shall establish guidelines governing position assignments or duties, language ability, minimum bilingual frequency, and other reasonable rules for the authorization of payment to specific employees. Compensation for bilingual pay shall be computed at 0.36 per hour (\$63 per month) in FY 2024-25, \$0.38 (\$65 per month) in FY 2025-26, and \$0.39 (\$68 per month) in FY 2026-27.

Article 2.06 MINIMUM PAY FOR SPLIT SHIFTS

Bus Operators (fixed-route) scheduled to work a split shift shall be paid their regular hourly rate for time worked, except that they shall be paid a minimum of four (4) hours per split shift day in the event they were scheduled to work and worked less than four (4) hours.

Article 2.07 SPREAD TIME

A Bus Operator shall be paid one and one-half (1½) times their regular salary rate for all hours worked in excess of twelve (12) hours consecutive from the start of their regular shift.

SECTION 3 HOURS

Article 3.01 BUS OPERATOR HOURS

Commented [GCTD3]: Tentative Agreement 8.19.2025

FIXED-ROUTE HOURS:

Any bus operator who is authorized to and does work in excess of his/her regularly scheduled daily shift and/or more than forty (40) hours per week shall be paid for overtime at one and one-half (1½) the regular hourly rate, except as otherwise provided in Article 3.02 hereof. For the accrual of benefits, thirty-two (32) hours or more, shall be considered as full-time.

In any scheduled work bid, at least seventy percent (70%) of all bid runs will consist of thirty-nine (39) hours or more. The percentage will be based on the number of Operators employed 90 days prior to the first day of the bid period as shown in the table below.

Total # of Bus Operators	Minimum % of Bid Runs with 39+ Hours
117 or Less	80%
119	79%
121	78%
123	77%
125	76%
127	75%

129	74%
131	73%
133	72%
135	71%
137 or more	70%

In any scheduled work bid, seniority will be the determining factor and at least eighteen percent (18%) of all fulltime bid runs, excluding extraboard, will consist of earliest in and earliest out, weekday work assignments and consist of forty (40) or more hours. Effective as of January 2025.

In any scheduled work bid for which GCTD's service levels (measured by Revenue Service Hours) are reduced by 10% or more from the previous service level, GCTD reserves the right to reduce this ratio. GCTD will meet and confer with SEIU regarding any such reduction.

DEMAND RESPONSE HOURS:

The standard workweek shall begin at 12:01 a.m. on Sunday and end at 12:00 midnight on the following Saturday. Employees shall be paid biweekly, with paydays occurring on alternate Fridays. If a duty begins and ends in different workweeks, hours will be paid in the workweek that the operators duty began. Overtime for Demand Response employees shall be paid in accordance with Article 3.01 of this Agreement.

1. Start Times: GCTD shall designate seventy (70%) of all demand response bids with two (2) guaranteed days off. Bid assignments will specify the period of time in which an operator's start time may be scheduled. The actual start time may vary from within this period due to the changing demand for the system. As start times may vary, operators are required to call the evening prior to their scheduled work shift to obtain their actual starting time for the next day's shift. Calls will occur between the hours of 6:00 pm and 7:30 pm.
2. At least 20% of all bid runs will have a set start time, and operators who bid these runs will not have to regularly call in to confirm start time. Operators who have a standard set starting time will only be called if the schedule is changed.
3. Total Hours: A bid shall not be construed to mean that this is the minimum or maximum time the employee will work. During the workday, the number of trips or the circumstances of system demand, cancellations, or additional trips may result in the end time of the shift being before or after the scheduled shift sign-off. Operator can decline additional work after 10 consecutive hours of work.

Article 3.02 OVERTIME

Commented [GCTD4]: Tentative Agreement 8.19.2025

- Overtime Work - Defined: Overtime work is work performed by a bus operator at times other than those normally required for the bus operator's employment and must be in excess of the number of hours established as full-time service for the position classification (forty [40] hours). Time worked in increments of less than one-twelfth of an hour shall not be accumulated or recorded as overtime. Overtime shall not be pyramided or compounded.
- Overtime Worked - Compensation: Bus Operators shall be paid for overtime at one and one-half (1½) the regular hourly rate.
- Overtime Work - Bus Operators: For the purpose of computing regular and overtime work, the total hours of work ordinarily required for a forty (40) hour, five (5) day week employee in a biweekly payroll period shall be considered as the regular working hours required for a full-time Bus Operator. Any hours in excess of that requirement shall be considered overtime work for this classification. Vacation

leave taken, sick leave taken and compensatory time taken shall not be counted as time worked for purposes of computing overtime.

- D. **Overtime Assignment:** Bus Operators who choose to be made available for overtime work shall place their names on an overtime list, which is in seniority order. Seniority shall be the determining factor in the assignment of overtime hours until a bus operator has worked one shift in overtime in any given week. When the highest seniority bus operator on the overtime list is not immediately available for overtime, the bus operator who is next in seniority on the overtime list will be offered the overtime. An available operator or supervisor may be used on a temporary basis for an overtime assignment until GCTD can reach the next operator on the overtime list, that agrees to work, can be reached.

- a. **FIXED ROUTE:** If there is less than two (2) hours remaining on the shift GCTD need not contact any operator on the overtime list even if the assignment to the run will put the available operator over 40 hours for the week in question. GCTD reserves the right to adjust the remaining schedules of impacted extra board operators to reduce overtime where possible. When calling overtime operators GCTD will allow ten (10) minutes from a call that was not answered for the operator in question to return the call before moving to the next operator. GCTD will call only one phone number for overtime. It is the operators responsibility to designate a phone number as their primary number. If there is an immediate need for assignment of a route, GCTD has the right to fill the run regardless of seniority. A bus operator shall have his/her choice of runs should there be multiple runs available, up to 24 hours before the overtime run. Any dispute shall be determined by the seniority factor. This process will be documented with an overtime sign-up sheet that will be posted on the dispatch wall, accessible to all bus operators. If an employee accepts a short run, defined as a shift lasting less than 6 hours, and subsequently desires to take a run with longer hours, they may indicate so on the overtime sign-up sheet. Upon availability of such a run, employees will be called in order of seniority to fill the position.

- b. **DEMAND RESPONSE:**

1. **Overtime Call Procedure:**

- a. When contacting for overtime, GCTD will allow ten (10) minutes from the time of missed call for the operator to return the call before proceeding to the next operator on the list.
- b. GCTD will use only one designated phone number per operator when making overtime calls.
- c. It is the responsibility of the operator to designate and maintain a current primary phone number on file.
- d. A bus operator shall have his/her choice of runs should there be multiple runs available.

2. **Immediate Need Assignments:**

In the case of an immediate operational need, such as same day (less than 4 hour notice), GCTD reserves the right to assign runs regardless of seniority.

3. **Legal Rest Period Requirement:**

All overtime assignments are subject to compliance with legal rest period requirements. Operators must have a minimum of eight (8) hours off – duty between the end of one shift and the start of the next. GCTD will not assign overtime that would violate this rest period requirement.

4. **Unassigned Overtime:**

If overtime work remains unassigned, it shall be assigned to qualified off-duty employees who are in reserve, in reverse seniority order, provided they have met the required rest period to perform the assignment.

- E. **Compensatory Time Off:** Bus Operator Unit employees may elect to accrue compensatory time off in lieu of cash for overtime worked. Compensatory time shall be accrued at the overtime rate to a maximum balance of seventy (70) hours annually. Accrued compensatory time may not be used in lieu of time off in the same payroll week as additional compensatory time is accrued. Any time accumulated and not taken off by November 30th of any calendar year shall be paid in cash during the month of December on the pay check no less than two weeks following the cut-off date. Nothing in this MOU shall prevent the parties from mutually agreeing to an alternative schedule. If an operator is in a modified duty position at the time of the cash payout, the compensation will be consistent with the pay in the classification when compensatory time was earned.
- F. **Bumping - For FIXED ROUTE only:** Bumping shall be allowed. If an operator has signed on to a six hours or less and a longer run becomes available, the operator shall have first rights to that longer run. All unforeseen conditions, like contesting one's right to overtime, shall be decided by seniority.
- G. **Responsibility for Accepted Overtime** -Once a Bus Operator accepts an overtime assignment, that Bus Operator is responsible for working that shift.

FIXED ROUTE: For overtime assignments accepted more than 24 hours prior to the scheduled start time of the shift, any overtime assignment accepted may be cancelled with no consequences up until 24 hours prior to the scheduled start time of the shift. Employees who call in sick for accepted overtime shifts less than 24 hours prior to the scheduled start time of the shift will be charged with a non-prescheduled absence for attendance tracking purposes (including the mandatory physician's note list review). There is no sick pay provision for any overtime assignment outside the regularly scheduled shift. Bus Operators accepting overtime assignments 24 hours or less prior to the scheduled start time of the shift will not be charged with a non-prescheduled absence for attendance tracking purposes.

All overtime assignments accepted and not cancelled at least 24 hours prior to the scheduled start time of the shift, regardless of when the shift was accepted, will be subject to the Late Report (Section 6.09) and Failure to Report (Section 6.10) guidelines of this MOU as if the shift was their regularly scheduled shift.

DEMAND RESPONSE:

1. Overtime Cancellation Window

For overtime assignments accepted by Demand Response operators, cancellations may be made without consequence if notice is given at least ten (10) hours prior to the scheduled start time of the shift. This allows GCTD sufficient time to backfill the assignment.

2. Short – Notice Sick calls

Employees who call in sick or cancel an accepted overtime shift less than ten (10) hours prior to the scheduled start time will be charged with a non-prescheduled absence for attendance tracking purposes. This includes being subject to review under the mandatory physician's note list, if applicable.

3. No Sick Pay for Overtime

There is no provision for sick pay on any overtime assignment that falls outside of an employee's regularly scheduled shift.

4. Overtime Accepted with Less Than 10 Hours' Notice

Bus Operators who accept an overtime shift less than ten (10) hours prior to its scheduled start time will not be penalized with a non-prescheduled absence if they later cancel or call out sick for that assignment.

5. Failure to Report or Late Report

Any overtime assignment that has been accepted and not cancelled at least ten (10) hours prior to the scheduled start time will be subject to the provisions of Section 6.09 (Late Report) and Section 6.10 (Failure to Report) of this MOU, and will be treated as if it were part of the employee's regular shift.

Article 3.03 CHECK-IN TIME

Commented [GCTD5]: Tentative Agreement 8.19.2025

FIXED ROUTE: The parties agree that the check-in time shall be twenty (20) minutes for a bus operator taking a bus out of the yard or five (5) minutes for bus operators relieving another bus operator, wherein the bus is not driven to a relief point. The twenty (20) minutes shall be used to inspect buses as required by the Department of Motor Vehicles and California Highway Patrol. There shall be provided a five (5) minute check-out time at quitting time per day. Drivers are required to complete and turn in the Daily Vehicle Inspection form provided by GCTD.

DEMAND RESPONSE: The check-in time for a bus operator taking a vehicle out of the yard shall be twelve (12) minutes. This time is to be used for the inspection of buses as required by the Department of Motor Vehicles and the California Highway Patrol. Additionally, a five (5) minute check-out time shall be provided at the end of each workday. Drivers are required to complete and submit the Daily Vehicle Inspection Form provided by GCTD. An operator's paid time shall end after the completion of their last trip, the fueling of the vehicle, and the completion of the post-trip inspection.

Post-Trip Duties: An operator's paid time ends after their last trip is performed and the vehicle is refueled, parked in the yard, and the post-trip is completed.

Article 3.04 MEAL AND REST PERIODS

Commented [GCTD6]: Tentative Agreement 8.19.2025

FIXED ROUTE:

- A. This section of the collective bargaining agreement expressly provides for meal and rest periods, as defined in this agreement, for bus operators.
- B. **Rest Periods:** The rest periods are defined as the scheduled layovers built into each work run. Additional compensation for the rest periods will be ten (10) minutes per five (5) hours worked. Two ten-minute compensation periods must be provided if the assigned daily work time exceeds nine (9) hours. The compensation for the rest period will not be authorized for bus operators whose total daily work time is less than three and one-half (3½) hours.
- C. **Meal Periods:**
1. Bus operators shall be provided meal periods. The authorized meal period time shall be a minimum of 30 minutes after the first eight hours and thirty minutes (8:30) of work. However, a meal period need not be authorized for bus operators whose total daily work time is less than eight hours and thirty minutes (8:30). Authorized meal period time shall not be counted as hours worked.
 2. No second meal period is required to be scheduled if the total hours worked is more than ten hours but less than twelve hours.
 3. Operators may eat/drink while in the driver's seat at layover points. Operators may not leave a layover/time point late due to eating. Operators are responsible for cleaning up after themselves.
 4. Operators may drink, from a water bottle or thermos that will remain closed while not in use, while in revenue service but only when the bus is at a complete stop.
- D. **Disputes:** If there is a dispute concerning the application of the rest and/or meal period provisions, as stated above, the grievance procedure in Section 7.04 shall be utilized.

DEMAND RESPONSE:

Rest Period:

A. Every employee is authorized and permitted to take a ten (10) minute net rest period for every four hours worked or major fraction thereof, which rest period shall be paid time. The rest period may include periods when the employee is on his/her route, but the employee is not required to operate or remain in the vehicle.

B. It is the responsibility of employees to take rest periods as their schedule allows. If a rest period is interrupted due to business needs, the affected employee is authorized and permitted to take a new, complete ten-minute rest period in place of the interrupted rest period.

C. Any employee who believes that he/she did not receive a proper rest period in accordance with this Agreement or law shall make such claim, in writing, to the appropriate supervisor within 24 hours of the end of the shift in which the rest period was allegedly denied or shall be deemed to have waived any right to recover for any failure by GCTD to provide the employee with a rest period during such shift."

Meal Period:

Every employee who is scheduled for, or works more than, six (6) hours during a workday shall be provided with a thirty (30) minute unpaid meal period, to be taken after the start of the third hour or the end of the sixth. Employees who are scheduled for, and work in excess of, twelve (12) hours during a workday shall be provided with a second unpaid thirty (30) minute meal period, to be taken before the completion of the tenth (10th) hour of the workday.

1. Operators may eat/drink while in the driver's seat at layover points. Operators may not leave a layover/time point late due to eating. Operators are responsible for cleaning up after themselves.
2. Operators may drink, from a water bottle or thermos that will remain closed while not in use, while in revenue service but only when the bus is at a complete stop.

Article 3.05 SCHEDULE EXCHANGE PROGRAM

All bus operators may participate in a schedule exchange program that allows the switching of runs within the same payroll week between two operators if it is agreed upon by GCTD management. A form for the exchange of work runs must be completed and signed by both parties. The following rules apply to all schedule exchange requests:

- A. No request is guaranteed to be approved simply because both operators have agreed. The request must also be approved by management and must not impact service coverage needs of the agency.
- B. No request will be granted that would increase either operators scheduled overtime by more than one hour of their current total weekly bid time.
- C. Request will only be granted when GCTD has sufficient personnel available on the affected days to insure adequate staffing in case of unexpected absences.
- D. There is no set number of approved slots for exchange. Each request is on a case-by-case approval.
- E. Any exchanged shift becomes part of that operators regularly scheduled and counts towards qualification for holiday pay.

SECTION 4 BENEFITS

Article 4.05 ELIGIBILITY FOR BENEFITS

- A. Bus operators become eligible for all standard benefits (health, dental and life insurance and vacation and sick leave accrual), when at step A or above of the wage scale.
- B. Regular and probationary part-time bus operators shall receive vacation, sick leave and holiday pay predicated on the number of hours worked in relation to full-time status.

SECTION 5 LEAVE TIME

Article 5.09 VACATION BIDDING

Commented [GCTD7]: Tentative Agreement 8.19.2025

SEIU and GCTD agree to meet before Dec 1, 2024 to discuss updating the vacation bidding process. If SEIU and GCTD agree to modifications to the process, a side letter will be developed.

- A. GCTD shall post semi-annual sign-ups for vacations after semi-annual open route bidding is completed. Bus operators shall complete their vacation bidding by the date listed on the bid schedule. If a bus operator wishes to pass on bidding for a vacation period, that bus operator's name shall fall to the bottom of the seniority list and must wait until their name again comes up for bidding. Bidding will be done in two (2) parts as shown in section B below. The purpose of the two part bid is to allow all operators an opportunity to bid some vacation time each year. No more vacation days may be taken than the bus operator will accrue by the requested vacation time. Except in emergency situations, no changes may be made without mutual agreement of the operator and management. Vacation Bids will be done on a seniority basis using the total bus operator list. Bidding will take place at specific times, posted on the bid list.
- B. Vacation Bid Part 1 - Operators will be given a 15 minute window in which to bid vacation. Vacation requests may be submitted ahead of the bid time. In part 1 no operator may bid more than thirty (30) total days (full or partial) off. No operator may bid more time off than they will have accrued as of the date requested. In Part 2 operators will again have a 15 minute window in which to bid vacation. Vacation requests may be submitted ahead of the bid time. In part 2 operators may bid additional dates up to the amount of time they will have accrued as of the date requested.
- C. Vacation requests may be submitted ahead of the bid time. Bus operators not expecting to be present at the bid time shall leave a written list of choices for vacation dates, showing individual dates, with the director of transit operations or designee. Any bus operator not bidding at their appointed time will fall to the bottom of the bid list and will be allowed to bid again at the end of the regular bid schedule.
- D. **FIXED ROUTE:** Bus operators may bid a single day or blocks of time. Bus operators bidding a full work week of vacation will be considered as off for the full seven days of the week. During the semiannual bid, the number of bus operators allowed off at any one time will be based on the number of bus operators employed by GCTD on the day the vacation bid begins, in accordance with the following schedule:

Less than 108 Operators	- 7 vacation slots
108 - 123 Operators	- 8 vacation slots
124 - 138 Operators	- 9 vacation slots
139 - 153 Operators	- 10 vacation slots
154 - 169 Operators	- 11 vacation slots
170 - 184 Operators	- 12 vacation slots
185 - 199 Operators	- 13 vacation slots
200 - 215 Operators	- 14 vacation slots
More than 215 Operators	- 15 vacation slots plus one additional slot for every 15 additional drivers

A minimum of two thirds (2/3) of the vacation slots are guaranteed to be available on any given day.

DEMAND RESPONSE: Bus operators may bid for a single day or a minimum of four (4) hours of vacation. A bus operator bidding for a full work week of vacation will be considered off for the entire seven (7) days of that week. During the semiannual bid, the number of bus operators allowed off at any given time will be based on the total number of bus operators employed by GCTD on the day the vacation bid begins, in accordance with the following schedule:

- For 1 - 29 operators: 1 vacation slot per day
- For 30 - 49 operators: 2 vacation slots per day
- For 50 - 69 operators: 3 vacation slots per day

- E. After the regular bidding has been completed, additional requests may be submitted in writing on a first come, first served basis. If a vacation request is cancelled in writing no later than Wednesday of the prior week by 4pm and the cancelling operator is available to work the employee's regularly scheduled shift, the vacated vacation slot will be filled from the next request on the existing vacation request list form the annual bid. Operators cancelling a vacation shift and later calling in sick for the same shift will be subject to the physician's note requirement in Article 5.02F, at GCTD's discretion. Once the overtime work has been assigned, all vacation cancellations requests will be denied. An employee who fails to provide said notice may be denied work on the day if he/she returns early. GCTD is responsible for updating their records each week to avoid assigning the wrong overtime work and if the assigned overtime is canceled GCTD will pay the operator in question 3 hours.
- F. Approval notification on the additional vacation requests (requests received after semiannual bid) will be at a minimum the Friday before the week of the requested vacation. A vacation calendar will be posted in the drivers' room and will be updated weekly.
- G. If a bus operator does not have sufficient vacation accrual or comp time to cover the requested vacation at the time of the leave, the vacation request will be cancelled unless the bus operator has an approved leave without pay.
- H. Part-time and Extra Board bus operators shall be permitted to take such vacation as they have accrued, up to forty (40) hours of accrued vacation per week. If part-time bus operators want to be paid vacation accrual for more than their bid run (but no more than forty hours per week), it must be noted on the vacation request.

Part-time and Extra Board bus operators shall be permitted to take sick leave as they have accrued as follows: Extra Board (Tier 1) may use up to forty (40) hours of accrued sick leave per week. Extra Board (Tier 2) may use up to bid hours, or four (4) hours of accrued sick leave per day. If Extra Board (Tier 1) bus operators want to be paid sick leave accrual for more than their bid run (but no more than forty hours per week), it must be noted on the sick leave request.

SECTION 6 WORKING CONDITIONS

Article 6.01 SENIORITY

Seniority shall be the determining factor in all work schedules, vacations, appointments, transfer and layoffs, within GCTD. Seniority is defined as the last date of hire with GCTD.

All employees hired after February 2, 1994 shall have seniority based on last date of hire for a specific job classification.

Any employee who has served as a supervisor and passed probation, and subsequently is permitted by management to return or demote to a represented position, for seniority purposes shall start from the bottom of the seniority list.

Article 6.04 UNIFORM ALLOWANCE

- A. Should any part of the uniform be damaged in performance of the bus operator's duties without negligence by the employee, GCTD will replace it. At all times while on duty, bus operators will wear uniforms as specified by GCTD that are presentable, clean and in good repair.
- B. GCTD will provide either three (3) trousers or two (2) cargo pants (if available), and five (5) shirts (short sleeve, long sleeve or polo) or a combination of these articles as long as the total does not exceed the total allowable average annual cost of (5) shirts and (3) trousers. Employees may also choose to purchase shoes, sweaters, jackets, within the average annual amount. The annual maximum cost will be based on average cost of the base uniform, adjusted every other year to include average cost of

jacket, and will be posted annually in the operator break room. Polo shirts may be worn any day of the week. Since the ordering of uniforms occurs once a year (on July 1), a new bus operator who is hired after that time will be eligible for two trousers and three shirts, to be ordered within one week of the end of a new bus operator's training period.

- C. Additional uniforms may be ordered at any time. Uniforms ordered outside of the annual order are at the employees cost. Once authorized by the employee the cost of such orders will be directly deducted from the employees paycheck.

Article 6.06 TRAINING

Commented [GCTD8]: Tentative Agreement 8.19.2025

- A. New Hire Training - Training of newly hired Bus Operators shall be done on days and hours deemed appropriate by the Director of Transit Operations to fulfill GCTD's mission to complete operator training in the most efficient manner possible. Changes to this training program can be made without notice as required by changes in training staff, techniques or regulations.

- B. VTT Training/Safety Meetings - All Active GCTD Operators are required to receive eight (8) hours of classroom training per year in order to maintain their California Verification of Transit Training (VTT) certification. GCTD will hold monthly safety meetings to accomplish this task. The meetings will generally be held in the last week of the month and may be held remotely. Non-service holidays that fall within the last week of the month will require the safety meetings to be rescheduled for another week. VTT Hours can be obtained by Classroom Hours, In Service Hours, or Behind the Wheel Hours.

Operators normally will attend these meetings on their own time. GCTD will provide approximately 10% of the total drivers an opportunity to attend a safety meeting while on duty. In certain instances no coverage will be available due to manpower restrictions. Meetings will be one hour in length, and operators attending meetings outside their normal shift will be paid for their attendance as time worked.

Operators must attend a minimum of eight meetings each year for maintaining their drivers' licenses. Operators would receive discipline for miss-outs for any meeting missed in excess of four in one calendar year. Operators failing to make at least eight meetings during the year may find themselves on unpaid administrative leave until a class can be scheduled to provide the required training hours. GCTD will provide operators with their current total training hours at the end of each quarter (March 31, June 30, September 30 and December 31)

- C. Refresher Training - Refresher training is given to all operators who have been determined to have had a preventable accident. GCTD may also, at its discretion, assign refresher training to operators it feels would benefit from the training based on a review of the operator's performance. The provision of refresher training to an operator on a voluntary basis will not be used as the basis for progressive discipline.
- D. Other training - Other training may be required for special events, route changes, introduction of new equipment or other unplanned events. This training may be held either on normal working days or on an employee's usual time off, based on the operators choice. Any training provided an employee's usual time off will be paid based on the actual time worked.
- E. New Operator Trainers - Experienced Bus Operators who serve as new operator trainers in revenue service will be compensated with a 15% training differential premium for each hour worked in revenue training. Bus Operators who wish to be considered for eligibility to serve as a new operator trainer may apply during an annual application period designated by Management. Factors that will be considered in evaluating applicants are bus operating skills and work record, customer service skills and work record, attendance and punctuality, work habits, disciplinary record and employee performance reviews. GCTD management reserves the right to select and assign revenue trainers

F. **DEMAND RESPONSE: Onboard Evaluation / Ride Check** – In order to ensure compliance with ADA guidelines, Management will conduct random onboard evaluations by ride along or reviewing video recordings of operators' driving performance for approximately thirty (30) minutes per evaluation, twice a year. This review allows management to monitor operator performance, ensure safety standards are met, and provide feedback as necessary.

Article 6.07 AUTOMOBILE USE

- A. Any bus operator who is required to travel approximately one-half mile or more from the Yard to the bus operator's relief point will be furnished a GCTD vehicle for the purpose of relief. Relief points designated by GCTD shall be located at points where operators have access to reasonably adequate public facilities.
- B. The furnishing of GCTD vehicles hereunder shall not apply to work breaks of one (1) hour or less.
- C. Bus operator use of GCTD vehicles is for business use only. GCTD allows incidental use along the designated route from relief point to the yard only. No incidental use is allowed when going out to relieve other operators, only when returning to the GCTD yard. Refer to the bus operator policy summary book for definition. Bus operators may not take GCTD vehicles home.

Article 6.08 ROUTE BIDDING

Commented [GCTD9]: Tentative Agreement 8.19.2025

FIXED ROUTE:

A. Definitions:

Open Bid: All eligible bus operators will participate, in seniority order, in an open bid (a) at the semiannual bid times (), (b) when new or eliminated routes are instituted, or (c) in a layoff situation.

Bid-or-Pass Bid: All eligible bus operators from seniority below of the run that is available will participate, in seniority order, in a bid-or-pass bid if a run is made available for the remainder of the semiannual bid period (such as an operator resigns, which creates an open run). Bus operators can elect to bid for the open run or pass bidding. Limitations: Bid-or-Pass Bids will not be conducted if less than three months remain on the open bid in effect.

Bump Bid: A bump bid can be requested by a bus operator when (1) his/her full-time run is changed and the change affects the day off, the sign-on time or the pay time daily by thirty (30) minutes or more or (2) he/she does not have an assigned run and is returning from military active duty or an approved medical leave. The affected bus operator is eligible to call for a bump bid from his/her place on the seniority list.

Bump Bids will be conducted in the following manner:

- 1. The operator calling for the bump bid may choose from any work run held by an operator with less seniority than the operator calling for the bump bid.
- 2. Once the operator calling for a bump bid has made his/her choice the next bid will be made by the operator displaced by the first bump. This process repeats until either all operators impacted have bid new runs or there are no runs left and the remaining operators are assigned to extra board slots.
- 3. Limitations: Bump Bids will not be conducted if less than two months remain on the open bid in effect. Bump Bids will be at least two weeks apart.
- 4. Operators who have been bumped and had previously bid, and had approved, vacation will be accommodated for their vacation bid as long as they meet normal criteria such as enough hours in their bank.

B. Process:

1. Bidding will be done in groups. Each group will encompass 1/8th of the operator seniority list with not more than two groups bidding per day.
2. Copies of the Summary Sheets and master Bid Sheet shall be posted at least seven (7) calendar days prior to the time of bidding in an accessible location in the Drivers Lounge. Any employee on leave may request to receive notice by email; otherwise the employee shall receive notice by certified mail at the last known address. The bus operator may review the copies prior to bidding. The copies shall be updated after each group has bid.
3. Operators shall list choices on the approved form equivalent to their position on the bid list for that day (i.e. an operator at seniority position 15 shall submit 15 choices) in preference order.
4. All bids are due to dispatch no later than 12:00 pm (noon) of the operators assigned bid date. By 2:00 pm of the same day all bid results will be posted to allow the next group time to study the available work. Forms received after 12:00 pm (noon) but before 2:00 pm will be processed on the same day, however operators submitting late forms will need to provide sufficient choices to cover the total number of bid spaces for that day. Forms received after 2:00 pm will be processed at the end of the bid after all operators have bid.
5. Beginning at 12:10 pm staff will take all bids received by 12:00 pm and process them in seniority order. If the operator's first choice is available they will be given that choice. If the first choice is not available, the operator will be given the operator's highest choice that is available. Late bid forms from the same day will be processed last. A final list of the each day's selected runs will be posted at 2:00 pm
6. Bus operators on extended leave shall not be permitted to bid a route until the next regular bid. Extended leave is defined as a return to work date that is beyond the bid start date. Employees on extended leave may bid if they submit release note before their bid date indicating they will be released with no work restrictions within one month of the service change start date. Bus operators who are eligible to bid but out of the area and unavailable to bid in person may arrange in advance with the Operations Department to receive bid availability information and submit a bid by a prearranged and prescheduled phone call or by e-mail.

C. Planning Committee:

Parties will form a joint "Planning Advisory Committee" comprised of GCTD Planning and Operations staff and up to three (3) elected Bus Operators, to collaborate on matters related to transit operations, including but not limited to, scheduling, service planning, and work schedules. If no committee members are elected by the SEIU 721 membership, SEIU 721 will appoint three bus operators to serve as the representatives.

The Committee shall be provided up to 2 hours plus work release travel time, paid by GCTD, to meet once a quarter and operate in a collaborative manner, with both parties sharing relevant information to inform decisions. While the District retains decision-making authority, GCTD staff will seek to consider the committee's recommendations and implement them to the extent feasible.

DEMAND RESPONSE:

A. Definitions:

Open Bid: All eligible demand response bus operators will participate, in seniority order, in an open bid (a) at the semiannual bid times, (b) when available work runs increase or decrease by 10%

Bid-or-Pass Bid: All eligible bus operators from seniority below of the run that is available will participate, in seniority order, in a bid-or-pass bid if a run is made available for the remainder of the semiannual bid period (such as an operator resigns, which creates an open run). Bus operators can elect to bid for the open run

or pass bidding. Limitations: Bid-or-Pass Bids will not be conducted if less than three months remain on the open bid in effect.

Bump Bid: A bump bid can be requested by a bus operator when (1) his/her full-time run is changed and the change affects the day off, the sign-on time or the pay time daily by thirty (30) minutes or more or (2) he/she does not have an assigned run and is returning from military active duty or an approved medical leave. The affected bus operator is eligible to call for a bump bid from his/her place on the seniority list. Limitations: Bump bids must be scheduled at least two weeks apart. Bump Bids will not be conducted if less than three months remain on the open bid in effect.

B. Process:

Open Bids will be conducting the following manner:

1. Bidding will be done in groups. Each group will consist of no more than 15 operators with not more than two groups per day.
2. Copies of the Summary Sheets and master Bid Sheet shall be posted at least seven (7) calendar days prior to the time of bidding in an accessible location in the Drivers Lounge. Any employee on leave may request to receive notice by email; otherwise the employee shall receive notice by certified mail at the last known address. The bus operator may review the copies prior to bidding. The copies shall be updated after each group has bid.
3. Operators shall list choices on the approved form equivalent to their position on the bid list for that day (i.e. an operator at seniority position 10 shall submit 10 choices) in preference order.
4. All bids are due to dispatch no later than 12:00 pm (noon) of the operators assigned bid date. By 2:00 pm of the same day all bid results will be posted to allow the next group time to study the available work. Forms received after 12:00 pm (noon) but before 2:00 pm will be processed on the same day, however operators submitting late forms will need to provide sufficient choices to cover the total number of bid spaces for that day. Forms received after 2:00 pm will be processed at the end of the bid after all operators have bid.
5. Beginning at 12:10 pm staff will take all bids received by 12:00 pm and process them in seniority order. If the operator's first choice is available they will be given that choice. If the first choice is not available, the operator will be given the operator's highest choice that is available. Late bid forms from the same day will be processed last. A final list of each day's selected runs will be posted at 2:00 pm.
6. Bus operators on extended leave shall not be permitted to bid a route until the next regular bid.

Extended leave is defined as a return-to-work date that is beyond the bid start date. Employees on extended leave may bid if they submit release note before their bid date indicating they will be released with no work restrictions within one month of the service change start date. Bus operators who are eligible to bid but out of the area and unavailable to bid in person may arrange in advance with the Operations Department to receive bid availability information and submit a bid by a prearranged and prescheduled phone call or by e-mail.

Bid-or-Pass Bids will be conducted in the following manner:

1. Beginning with the first operator in seniority below the operator vacating their bid, each operator, in seniority order, may elect to bid the vacant work run or pass on the opportunity to bid.
2. This process repeats until all operators have been given opportunity to bid or have elected to pass on bidding.

Bump Bids will be conducted in the following manner:

1. The operator calling for the bump bid may choose from any work run held by an operator with less seniority than the operator calling for the bump bid.

2. Once the operator calling for a bump bid has made his/her choice the next bid will be made by the operator displaced by the first bump. This process repeats until either all operators impacted have bid new runs or there are no runs left and the remaining operators are assigned to extra board slots.
4. Operators who have been bumped and had previously bid, and had approved, vacation will be accommodated for their vacation bid as long as they meet normal criteria such as enough hours in their bank.

Article 6.09 LATE REPORT RULE

- A. An operator must report for assignment no later than one-hundred and twenty (120) seconds after the scheduled report time or the operator will be charged with a late report. An operator calling in sick must telephone a GCTD supervisor/manager or dispatch at least one (1) hour prior to scheduled report time or the operator will be charged with a late report. Employees receiving a late report are considered not to have worked their full, scheduled shift in accordance with Article 5.01 B of this MOU.
- B. Disciplinary action for late reports shall be based on the following schedule for a rolling six (6) month period.
- | | |
|------------------------|--|
| One (1) late report | Verbal Warning of Rule Violation (written form verifying warning inserted in personnel file) |
| Two (2) late reports | Written Warning of Rule Violation |
| Three (3) late reports | Counseling and Director's Warning Letter |
| Four (4) late reports | One day suspension |
| Five (5) late reports | Three day suspension |
| Six (6) late reports | Five day suspension |
| Seven (7) late reports | Subject to termination |
- C. Late Reports may be waived if an operator provides proof that he/she could not report on time due to one of the following:
- Inability to report due to hospitalization of employee or immediate family member (as defined under sick leave policy)
 - Involvement in automobile accident
 - Natural disaster (excluding power failures)
 - Or other emergency situation if approved by Director of Transit Operations

Article 6.10 FAILURE TO REPORT

- A. Failure to Report: An operator who fails to report to work within one hundred twenty (120) minutes of scheduled report time shall be charged with a failure to report.
- B. If an employee fails to report for three consecutive scheduled workdays, it will be considered an abandonment of the job and the employee will be terminated.
- C. Disciplinary action for failure to report shall be based on the following schedule for a rolling one (1) year period.
- | | |
|-----------------------------|----------------------------|
| One (1) failure to report | Director's Written Warning |
| Two (2) failure to report | Three day suspension |
| Three (3) failure to report | Ten day suspension |
| Four (4) failure to report | Subject to termination |

An employee who fails to report as a result of GCTD scheduling errors shall not be charged with a failure to report.

Article 6.11 EXTRA BOARD

FIXED ROUTE:

- A. When possible, extra board bus operators should receive consecutive days off.
- B. If full time runs are vacant for over two weeks, assignment for those runs will be made on a week-by-week basis by seniority of the *part time*/extra board bus operators for the duration that run is available. No switching week by week is permitted, unless by Director's approval. The bus operator who is assigned the full time run continues to have extra board responsibilities if the overtime list is exhausted.
- C. Extra Board will include Tier 1 and Tier 2 bid runs. Tier 1 runs will include a higher number of bid hours per week (at least 32) and will have two guaranteed days off in a row. The number of Tier 1 Extra board spots available to bid on will be based on the number of active bus operators employed 90 days prior to of the first day of the bid period. The definition of Active Driver is a driver who is currently covering a bid shift / not on long-term leave.

Number of Active Bus Operators	Number of Tier 1 Extra Board
108-123	5
124-138	6
139-153	7
154-169	8
170-184	9
185-199	10
200-215	11

Article 6.12 RADIO COMMUNICATION

All radio communications between dispatch and coaches shall be for business purposes only. Employees should use codes as provided by GCTD management. Neither dispatchers nor operators shall reveal telephone numbers, addresses or amounts of money over the radio.

Article 6.13 COMPLAINT PROCEDURE

All bus operators who receive a complaint against them shall be provided an opportunity to respond to the complaint in writing on a standard GCTD form. Such complaint shall be presented to the bus operator within ten (10) days of GCTD's receipt of the complaint. All such written responses shall be signed and dated by the bus operator. Prior to a complaint being filed in a personnel file, the supervisor's comments shall be shown to the bus operator, who shall be given the opportunity to respond in writing to the supervisor's comments on the standard form. No complaint over two years old shall be used in a disciplinary action against a bus operator. Anonymous complaints will not be considered by GCTD if no finding of wrong-doing occurred. In no case, will complaints where no finding of wrong-doing occurred be held against the operator, or be placed in the personnel file. GCTD bus operators may review their personnel file during the regular office hours of the GCTD business office provided such review is scheduled in advance with the director of administrative services. The supervisor shall attempt to present complaints at the end of the bus operator's shift whenever reasonably possible.

All complaints are classified as Verified, Non-verified, or Not Enough Information.

Definitions:

Verified – incident confirmed by records including but not limited to Video, Synchromatics, Phone records, Direct Observation by Supervisor or Manager, etc.

Non-Verified – incident determined not to be substantiated after viewing records.

Bus Operator Unit – 2024-2027 July 1, 2027

Not Enough Information – video, Synchromatics, etc not available, unable to find substantiated records.

Article 6.14 OTHER OPERATOR DUTIES

Bus operators may be required to perform other duties such as passenger counts using counting mechanisms, transfer collections, stocking schedules in dispatch, stocking bus books on buses, transfer counts and on-off counts for specific stops. Bus operators may be required to perform other similar duties, as necessary. Bus operators will not be required to clean buses unless they volunteer for the assignment.

Bus operators performing standby duty may be assigned work at any time. They are required to be present and available to accept and perform assigned work at any time. Any exception must be specifically approved by the supervisor on duty. Scheduled time off will be considered when assigning work among standby operators, however, all standby assignments which require operating a bus, including but not limited to revenue service runs, bus trades or emergency bus bridge service, must be completed in their entirety regardless of scheduled time off.

APPENDIX A

BUS OPERATOR (FIXED ROUTE) UNIT – WAGE TABLE Effective July 1st, 2024

		Bus Operator							
		STEPS	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%	4.50%
		A	B	C	D	E	F	G	H
3.23%	Market Adjustment	\$ 23.99	\$ 25.06	\$ 26.19	\$ 27.37	\$ 28.60	\$ 29.89	\$ 31.23	\$ 32.64
4.00%	7/1/2024	\$ 24.94	\$ 26.07	\$ 27.24	\$ 28.47	\$ 29.75	\$ 31.09	\$ 32.48	\$ 33.95
4.50%	7/1/2025	\$ 26.07	\$ 27.24	\$ 28.47	\$ 29.75	\$ 31.09	\$ 32.48	\$ 33.95	\$ 35.47
3.75%	7/1/2026	\$ 27.04	\$ 28.26	\$ 29.53	\$ 30.86	\$ 32.25	\$ 33.70	\$ 35.22	\$ 36.80


APPENDIX B

BUS OPERATOR (DEMAND RESPONSE) UNIT – WAGE TABLE Effective September 28th, 2025

		Bus Operator (Demand Response)									
		A	B	C	D	E	F	G	H		
4.5% + new table	Bus Operator Demand Response	Sept 28 2025	\$ 25.00	\$ 25.60	\$ 26.39	\$ 27.12	\$ 27.87	\$ 28.63	\$ 29.42	\$ 30.23	
3.75%	Bus Operator Demand Response	July 1 2026	\$ 25.94	\$ 26.65	\$ 27.38	\$ 28.14	\$ 28.91	\$ 29.71	\$ 30.52	\$ 31.36	

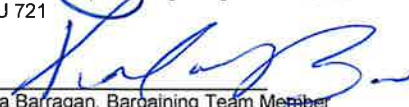
Page Intentionally Left Blank

ON BEHALF OF SEIU


Josh Adams, Chief Negotiator
SEIU 721

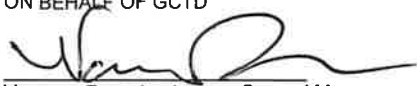

Tuitui Aloese, Bargaining Team Member
SEIU 721



Saofetala Laupola, Bargaining Team Member
SEIU 721


Karla Barragan, Bargaining Team Member
SEIU 721

SEIU 721

ON BEHALF OF GCTD


Vanessa Rauschenberger, General Manager
GCTD


Alex Zaretsky, Director of Human Resources
GCTD

DATE

8/19/25

DATE

8/19/2025

GCTD and SEIU Demand Response Bargaining Team agree that the Common Articles MOU applies to the Bus Operators Demand Response.



Item #11

DATE September 3, 2025

TO Board of Directors

FROM Cynthia Duque, Director of Planning and Marketing

SUBJECT **Consider Approval Contract Award of Contactless Credit and Debit Card Transit Fare Payment System**

SUMMARY

In 2024, Ventura County Transportation Commission (VCTC) was awarded Regional Early Action Planning (REAP) funds to collaboratively deploy contactless payment technology across the region's transit operators. The eight transit operators that serve the Ventura County region, and are part of this award, include Camarillo Area Transit (CAT), Gold Coast Transit District (GCTD), Moorpark Transit, Ojai Trolley, Simi Valley Transit (SVT), Thousand Oaks Transit, Valley Express, and Ventura County Transportation Commission (VCTC).

VCTC solicited proposals that resulted in selection of Enghouse (Processor) and Elavon (Acquirer) as vendors that will enable acceptance of credit/debit cards on buses. To implement the project, each transit operator must also award a contract to the region's selected vendors.

For this item, it is recommended the Board of Director consider approval of two items:

- Approve award of five-year contract for processor for contactless credit and debit card transactions with Enghouse. The Ventura County Transportation Commission (VCTC) shall be invoiced for fees related to implementation, regional fare products, inter-agency transfers, and discounts. Additionally, Gold Coast Transit District shall be charged no more than 1.68% of revenue collected through the system as Enghouse's ongoing fee.
- Authorize the General Manager to execute a five-year contract for acquirer for contactless credit and debit card transactions with Elavon at a rate of \$.03 per transaction plus the network and interchange fees. The total fee average per transaction is about \$0.12 or less.

Upon Board authorization and notices to proceed are provided to the vendors, it is expected to take three to four months to order equipment, install, integrate, and test. Staff's goal is to launch by February 2026.

BACKGROUND

One of the biggest barriers preventing people from using transit is not knowing the fare or how to pay and, often, the available options are not preferred. Reducing this barrier and making payment easier for customers incentivizes transit use by demystifying payment. To support this goal, staff are seeking approval to launch a contactless open loop payments system aboard our fleet that

GOLD COAST TRANSIT DISTRICT

will allow riders to tap to pay with credit and debit cards. This will include Apple wallet and Google wallet which is now a common way to pay at many locations, such as at the grocery store, coffee shop or department store. Making it easier to use transit is not only one of the goals for our local region, but it is one of the goals of the State, who is leading the California Integrated Travel Project (Cal-ITP), to further this objective. The Cal-ITP team offers technical and program implementation assistance to transit operators looking to improve transit through technology and in this case, through the implementation of open-loop credit/debit card readers on buses. Staff have been engaged with Cal-ITP staff to learn more about open payments and the steps needed to implement the system on board our buses.

Benefits of Open Payment

Open loop payment on board buses offers an opportunity for passengers to pay their fare using debit/credit card(s), along with digital bank cards that can be stored in Apple and Google wallets. This not only adds another way to pay, but also reduces the extra step that currently exists for passengers who want to pay with a credit/debit card or other contactless payment method. While GCTD offers several ways to purchase a pass with a credit card, including visiting a ticket outlet in person or downloading a mobile app such as Token Transit or VCbuspass, all options require some advance planning. Closed-loop methods such as these can present obstacles and add steps to using transit, which makes transit less attractive, especially for new riders and/or those unfamiliar with fares and payment options. By contrast, open loop payments allow agencies to leverage global payment standards and accept physical and digital bank cards. This benefits riders as it facilitates little to no up-front planning when deciding to use transit and allows them to pay with what is in their pockets today.

While it is expected that cash payments will still be popular, it is predicted that the ease of open loop will be attractive to passengers that currently pay with cash, as open loop deducts only the exact fare and does not require exact change. Additionally, there are options to support reduced fare categories, fare capping and those that are unbanked, which will be explored as the program is developed.

Three Components of the Open Payment System

There are three components of the open payment system: (1) payment acceptance devices, (2) transit processor to calculate fares, and (3) a payment processor (acquirer) to process bank cards and allow the passengers' bank to communicate and deposit fares with a transit agency's bank. Together, these systems allow a transit agency to accurately and securely collect and deposit funds into its bank.

Procurement Process

In 2021, the State Department of General Services (DGS) issued Requests for Proposals for hardware payment acceptance devices (Category A) and transit processor services to do fare calculation (Category B). DGS proceeded to award Master Service Agreements (MSA) to three contractors (INIT, Kuba, and SC Soft) for Category A and four contractors (INIT, Bytemark, Enghouse, and Littlepay) for Category B. In addition, MSAs were awarded to payment processor providers Elavon and Fiserv. The procurement process followed by the State and signed contracts are all FTA compliant.

September 3, 2025

Item 11: Consider Approval Contract Award of Contactless Credit and Debit Card Transit Fare Payment System

Page 3 of 6

With assistance from Cal-ITP staff, VCTC staff solicited proposals from all available state contractors for the hardware and processing services. After solicitation, they received two proposals for Payment Acceptance Devices, Kuba, Inc., and SC Soft, inc. and two proposals for the Transit Processor, LittlePay and Enghouse.

After evaluation, VCTC staff selected Kuba, Inc. as the preferred vendor for Payment Acceptance Devices (Category A). Kuba's proposal included the most detailed project implementation timelines and work plans of the proposals received. Additionally, staff were able to speak with three agencies currently using the devices for their own open payment projects, where no abnormal issues or challenges were reported and all were generally pleased with Kuba.

For the Transit Processor (Category B), VCTC staff selected Enghouse, Inc. After speaking with the vendor, receiving a demo, and leaning on the technical guidance from the Cal-ITP team, VCTC staff believe that Enghouse will be most appropriate to implement Ventura County's complex fare structure not only for the Intercity service, but will be best positioned to implement a multi-operator open payment system countywide. Enghouse implemented a multi-operator system in the Netherlands, where every operator uses their fare calculator system to collect fare, offer discounts and incentives to passengers traveling among and between towns, cities and regions. The ability to handle multiple operators' fares and existing transfer agreements is already built in Enghouse's software, which led staff to a strong belief that they were best suited to handle the complex transit environment in Ventura County. Furthermore, Enghouse is waiving numerous integration costs and one-time fees in their proposal and has a low-cost transaction processing fee at 1.68% of revenue collected versus 2.25% that would be collected by LittlePay, who submitted a competing proposal.

For the last element of the system, VCTC staff recommended that the Commission authorize award to Elavon for the category C payment processor. At the time quotes were requested for Categories A and B, Elavon was the only company available to provide payment processing. While there is now an additional payment processing company, staff determined that the competitor's timeline to integrate with the transit processor was not desirable. Elavon is a large company that handles millions of transactions around the world daily. Elavon's cost to process a transaction between the patron's bank and a transit agency's bank is \$.03 per transaction, but Elavon will also pass through variable costs known as interchange and card network fees. The fixed amount of \$.03 is established in the Master Services Agreement in the State contract and will not change for the life of the five-year contract. Interchange and scheme fees are variable and entirely dependent on two factors: the type of card being used and the transaction value. The average transaction cost for other similarly-sized agencies as VCTC that have procured off the MSA comes out to \$.12. Due to Elavon's process of assigning Merchant ID's to new merchants within 90 days of revenue collection, Elavon's contract cannot be executed until 90 days before launch and thus, the contract has to be signed at a later date closer to the launch of open payment revenue collection.

In April 2025, VCTC requested proposals from Kuba and Enghouse for a regional purchase on behalf of the eight Ventura agencies. To enable seamless regional interconnectivity across agencies, it is important for all agencies to select a matching technology stack at this time with respect to costs and timeline. Vendors confirmed their ability to accommodate both regional products and maintain agency autonomy over individual fares and policies.

VCTC was first to launch the open-loop contactless payment system in late June 2025.

Project Scope

Using funding provided by REAP, GCTD will equip 61 vehicles with the open payment devices and retain 6 additional readers as spares.

1. The payment devices will be supplied, installed and maintained by Kuba, Inc. through a five-year contract which shall be held solely by VCTC. VCTC has agreed to contract on behalf of the region with Kuba Inc., thereby assuming responsibility for invoices related to capital expenses and ongoing monthly costs through the contract term. All agencies shall be included in training and will have access to Kuba support throughout the contract term.
2. If approved by the GCTD Board of Directors, the cloud hosted transit processor software used by the payment devices to calculate fares will be supplied and maintained by Enghouse, Inc. under a five-year contract. VCTC has agreed to assume responsibility for any one-time costs related to eligibility verification to enable discounts, inter-agency transfers, and regional fare products. Enghouse services are based on transaction volume, amounting to a fixed fee of no more than 1.68% of fare revenue collected through the open-payment system. Maintaining a direct contract with Enghouse will ensure each agency will have direct access to a personalized dashboard with only their own fare products to manage and agency-specific reporting.
 - a. Staff ultimately intends to also use the system to support special discount groups (Seniors 65+, Medicare, etc.) utilizing login.gov. This functionality is scoped in VCTC's contract. The region aims to have a single eligibility verification pathway for riders to quickly verify their eligibility for a discount and then link that discount to their contactless-enabled card. The rider will then automatically get their discount every time they pay with that same contactless card across any participating Ventura County agency. GCTD will collaborate closely with VCTC and other regional operators to identify other desired discount groups that could be incorporated into the regional benefits portal. In the interim, any discount groups that are not included in the identified discount groups for the region shall continue using existing benefit enrollment options.
 - b. In addition, riders will be able to transfer with neighboring agencies automatically when they use the same payment method to tap at the start of each ride. This functionality is scoped in VCTC's contract.
3. If approved by the Board of Directors, the General Manager will negotiate and execute a five-year contract with Elavon to be the payment processor (acquirer) for \$.03 fixed fee, which will be applied on each transaction, in addition to fees levied by the passenger's credit/debit card and bank and shall be the responsibility of each agency. A direct contract with Elavon for each agency is necessary to ensure fare revenue goes directly to each agency.

Since it is difficult to predict the volume of sales for a new system, the contracts for Enghouse and Elavon do not include a not-to-exceed amount for the fees; instead, the payment is based on a percentage of total revenue collected or a fixed fee for each transaction respectively.

After Board authorization and notices to proceed are provided to the vendors, it is expected to take three to four months to order equipment, install, integrate, and test. Staff's goal is to launch by February 2026.

Contracts

Attached are the scopes of work, user agreements and contracts with each vendor mentioned in this staff report.

Kuba - No contract attached as this shall solely be held by VCTC.

Enghouse

Exhibit A – Enghouse Scope of Work outlines the expected level of work from Enghouse to complete this project. Attachment 1 Enghouse User Agreement establishes entities, start and end dates, confirms not to exceed amounts for travel reimbursement and eligibility verification fee and exhibits. Exhibit B Enghouse Payments Provisions documents fixed pricing for collecting/processing revenue, implementation and operations related expenses for the integration of service with the payment acceptance device (Kuba). It confirms that VCTC shall be responsible for one-time fees related to implementation, travel, and eligibility verification. It also confirms costs for processing fare payments for which each agency will be responsible, using a predetermined set of percentages using a sliding scale.

Breakpoints	% of the total processed revenue to be charged (per month)
\$0-\$5,000	1.68%
\$5,000-\$10,000	1.68%
\$10,000-\$15,000	1.61%
\$15,000-\$25,000	1.54%
\$25,000-\$50,000	1.54%
\$50,000-\$100,000	1.40%
\$100,000-\$500,000	1.40%
\$500,000-\$1,000,000	1.40%
\$1,000,000-\$5,000,000	1.26%
\$5,000,000-\$10,000,000	1.12%
>\$10,000,000	0.98%

Elavon

As discussed above, the Elavon contract is required to be executed no sooner than 90 days before launch; therefore, it will need to be negotiated and executed by GCTD's General Manager closer to the launch of open payment revenue collection. The California Electronic Payment Acceptance Services (EPAY) Master Services Agreement ([MSA 5-22-70-22-01](#)) outlines the contract terms and agreements. Elavon's cost to process a transaction between the patron's bank

September 3, 2025

Item 11: Consider Approval Contract Award of Contactless Credit and Debit Card Transit Fare Payment System

Page 6 of 6

and a transit agency's bank is \$.03 per transaction. Additionally, network fees, which are paid to card brands (e.g., Visa, Mastercard, etc.) for access to, and maintenance of, their payment network; and interchange fees, which are paid to the passenger's bank to cover costs and assessed risks in approving the payment are levied on top of Elavon's transaction fee. In total, these fees equate to roughly \$.12 per transaction. The total amount that each agency will be invoiced is dependent on the number of transactions occurring on the open payment devices. This amount owed due to Elavon transaction fees alone can be reduced using tools such as aggregation and more.

Example:

Agency A

- Aggregation: None
- Number of taps made by riders in 24 hours: 300
- Estimated Elavon invoice: $300 \times \$0.03 = \9

Agency B

- Aggregation: Daily (all taps in 24 hours are aggregated into a single transaction at the end of the day)
- Number of taps made by riders in 24 hours: 300
- Estimated Elavon invoice: $1 \times \$0.03 = \0.03

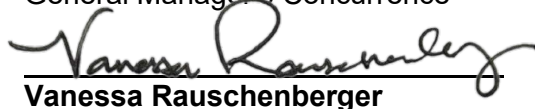
Note: No aggregation is only recommended for transit operators who need to immediately settle each rider tap/transaction as it would be a risk otherwise (i.e. high one-way fare costs as are found for rail services). Most bus agencies with single ride fares of under \$3 benefit and prefer some aggregation.

II. RECOMMENDATION

- Approve award of five-year contract for processor for contactless credit and debit card transactions with Enhouse. The Ventura County Transportation Commission (VCTC) shall be invoiced for implementation fees and travel costs associated with installation/site survey. Additionally, no more than 1.68% of revenue collected through the system will be invoiced to Gold Coast Transit District as Enhouse's ongoing fee.
- Authorize the General Manager to negotiate and execute a five-year contract for acquirer for contactless credit and debit card transactions with Elavon at a rate of \$.03 per transaction plus the network and interchange fees. The total fee average per transaction is about \$0.12 or less.

After Board authorization and notices to proceed are provided to the vendors, it is expected to take three to four months to order equipment, install, integrate, and test. Staff's goal is to launch by February 2026.

General Manager's Concurrence


Vanessa Rauschenberger



Item #12

DATE September 3, 2025

TO Board of Directors

FROM Cynthia Duque, Director of Planning and Marketing

SUBJECT **Consider the Discontinuation of the GO Now On-Demand Microtransit Service (Pilot Program) Due to Ending of Grant Funding and Low Productivity**

SUMMARY

GO Now On-Demand (pilot program) was launched in July 2023, utilizing a CA Clean Energy Grant. For this item, it is recommended that the Board Consider the discontinuation of GO No On-Demand Microtransit Service (Pilot Program) due to ending of grant funding, high cost and low productivity effective October 1st, 2025. Staff presented this item to the Technical Advisory Committee who approved bringing this item to the Board for consideration. This report provides a summary of the GO Now pilot and provides background for staff recommendation including:

1. **Low Productivity:** Since its inception, the service has an average of one (1) passenger per hour (PPH), well below the goal of 3–5 PPH.
2. **High Operating Cost:** The cost per passenger trip is estimated at **\$124**, compared to approximately \$50 for ADA paratransit service and \$8 for fixed-route.
3. **Ending of External Funding:** The grant program that has supported the program since its inception will be ending on November 30, 2025, requiring full local funding subsidy to continue the service. Upon the service end date, final billing will be prepared and submitted for reimbursement prior to this date.

While staff recommend the discontinuation of this service, operating this pilot offered GCTD valuable lessons about Microtransit. In this case, challenges with the booking app's reliability and a fare increase in the second year contributed to low ridership and limited repeat use. In addition, the close proximity of fixed-route service in the area reduced demand for the microtransit option.

BACKGROUND

Microtransit is a type of transit service that offers flexible, on-demand public transportation service operating within a defined zone, without fixed routes or schedules. Riders request trips in real time—via mobile app, website, or phone—and share the vehicle with other passengers whose trips are dynamically routed for efficiency.

GO Now On-Demand launched in July 2023 as a pilot program funded in part by California Clean Energy grants and other funding sources. To fund the service, GCTD partnered with the Ventura County Clean Energy Alliance to apply for grant funds from the California Clean Energy

GOLD COAST TRANSIT DISTRICT

Commission, and with the Ventura County Transportation Commission to secure Federal Transit Administration Jobs Access Reverse Commute (JARC) grant funds. This funding allowed GCTD to operate the service to date.

The service zone includes Lemonwood, Cal-Gisler, Diamond Bar, Tierra Vista, and Oxnard Pacific Mobile Estates in the South Oxnard area. Key destinations include Center Point Mall, Oxnard College, Clinicas del Camino Real, Walmart, Oxnard DMV, and all other locations in between. Connections are available to GCTD fixed routes, commuter buses, and rail service at the Oxnard Transit Center and Centerpoint Transfer Center.

The program's goals were to:

- Provide the South Oxnard community with a convenient, eco-friendly travel option.
- Reduce reliance on personal vehicles, particularly important in a community with a history of air quality impacts from manufacturing and processing operations.
- Evaluate the efficiency of on-demand service and gather community feedback on app usability, zone boundaries, and vehicle types to determine whether the service should be continued or expanded.

All riders pay a flat \$4.00 fare per trip.

PERFORMANCE ANALYSIS

Productivity:

- FY 2023–24: 1.25 passengers per vehicle hour (PPH)
- FY 2024–25 to date: .92 PPH
- PPH Description: Passengers per vehicle hour measures how many people, on average, ride in a service vehicle for each hour it's operating. For GO Now, these numbers mean each vehicle carried just over one passenger per hour in FY 2023–24, and fewer than two passengers per hour so far in FY 2024–25. Well-performing microtransit services typically average 3–5 passengers per hour, and fixed-route buses often carry 15-25+ passengers per hour. These results indicate vehicles are spending most of their time empty or with a single passenger, which drives the cost per trip very high.

Cost Efficiency:

- Estimated cost per passenger trip: \$124.
- This is significantly higher than for GCTD fixed-route service or ADA paratransit.
- High “deadhead” time and low rates of ride sharing further reduce efficiency.

Funding:

- External grant funding from the California Clean Energy Commission and FTA JARC grants currently covers 100% of operating expenses.
- Funding ends on November 30, 2025; continuing the service would require full local funding, diverting resources from higher-performing services.

External Factors Affecting Performance:

- **App Performance Issues:** Riders reported difficulty booking trips due to reliability and usability challenges with the mobile app, likely discouraging adoption and repeat use.
- **Fare Increase:** The systemwide fare adjustment in July 2024 may have discouraged price-sensitive riders.

LESSONS LEARNED

The GO Now pilot has provided insights for GCTD's future planning efforts:

1. **Zone Design:** A large portion of the microtransit zone had existing coverage by GCTD fixed-route service, which may have limited demand for the on-demand option. Service zones must be carefully selected to target areas where there's strong unmet need for transit (lots of potential riders) and where fixed-route service isn't already providing good coverage — so the microtransit can fill a genuine gap rather than compete with existing routes.
2. **App Reliability is Critical:** Technology performance directly affects rider adoption; booking difficulties discouraged repeat use.
3. **Fare Sensitivity:** Price increases can have a noticeable effect on ridership, especially for convenience-based services.

NEXT STEPS

While GO Now has provided a mobility option for a small number of riders and tested innovative service concepts, the service has not met its performance or efficiency goals. Discontinuing the program will allow GCTD to:

- Avoid substantial new local operating expenses.
- Reallocate resources to higher-performing fixed-route and paratransit services.
- Apply lessons learned to future mobility initiatives.

GCTD has informed the public of the proposed discontinuation through its website and onboard notices, and has invited public comment. Following Board approval, staff will begin issuing official public notices regarding the discontinuation and will provide information on alternative mobility options to assist current riders with their future travel needs.

RECOMMENDATION

It is recommended that the Board Consider the Discontinuation of the GO Now On-Demand Microtransit Service (Pilot Program) effective October 1st.

Attachment: Performance Data – GO Now On-Demand (FY 2023–24 & FY 2024–25)

General Managers Concurrence





Item #13

DATE September 3, 2025

TO Board of Directors

FROM Austin Novstrup, Planning Manager
Robert Lucio, Mobility Management Coordinator

SUBJECT Receive and File FY 2024-25 4th Quarter & Year End Fixed Route & Demand Response Service Report

I. EXECUTIVE SUMMARY

This report covers the 4th Quarter (April 1 through June 30) of Fiscal Year 2024-25 and a year-end review of Fiscal Year 2024-25. This report includes a summary of performance and operating statistics for both fixed-route and flexible services.

II. FIXED ROUTE SERVICE SUMMARY

Overall, in FY 2024-25 ridership grew to 3,583,780 unlinked passenger trips, an increase of 1.7% and just over 50,000 trips. This rate of growth is in line with expectations, making FY 2024-25 the second year since FY 2018-19 that ridership has exceeded 3.5 million. Youth ridership now exceeds a third of total ridership demonstrating the continued success of the Ventura County Transportation Commission's College Ride and Youth Ride Free programs. In the 4th quarter of FY 2024-25, unlinked passenger trips decreased by over 1% compared to the same period last year continuing a trend of marginal ridership loss that began in the 3rd quarter. While slowing ridership growth was anticipated, continued losses will require further analysis to identify root causes and develop strategies to reverse the trend.

In evaluating individual route performance, most routes did not record significant changes. The Route 17 (Rose Avenue) and Route 23 (Ventura Road demonstration route) recorded the highest gains, with ridership increases of 18% and 13% respectively. Conversely, the lowest performing route continues to be Route 15 (Nyeland Acres). While reductions in frequency led to a decline in total ridership, the decrease in service hours produced a modest improvement in productivity. Still, it is the only route averaging fewer than 10 passengers per hour. Overall, on-time performance increased from 82.8% last fiscal year to 84.4% this fiscal year. This increase can be attributed to the completion of several major construction projects that had previously caused delays on numerous routes. Additionally, ongoing schedule adjustments and focused efforts by the operations department to prioritize on-time performance are contributing factors to the improvement.

This fiscal year also marked the completion of the Short Range Transit Plan and the implementation of fare adjustments - both shaped by extensive public outreach efforts. In addition,

GOLD COAST TRANSIT DISTRICT

CITY OF OJAI | CITY OF OXNARD | CITY OF PORT HUENEME | CITY OF VENTURA | COUNTY OF VENTURA
1901 AUTO CENTER DRIVE, OXNARD, CA 93036-7966 | P 805.483.3959 | F 805.487.0925 | GCTD.ORG

staff strengthened community connection by participating in numerous local events, including swap meets, festivals, bike rodeos, and community meetings.

III. FIXED ROUTE SERVICE DATA

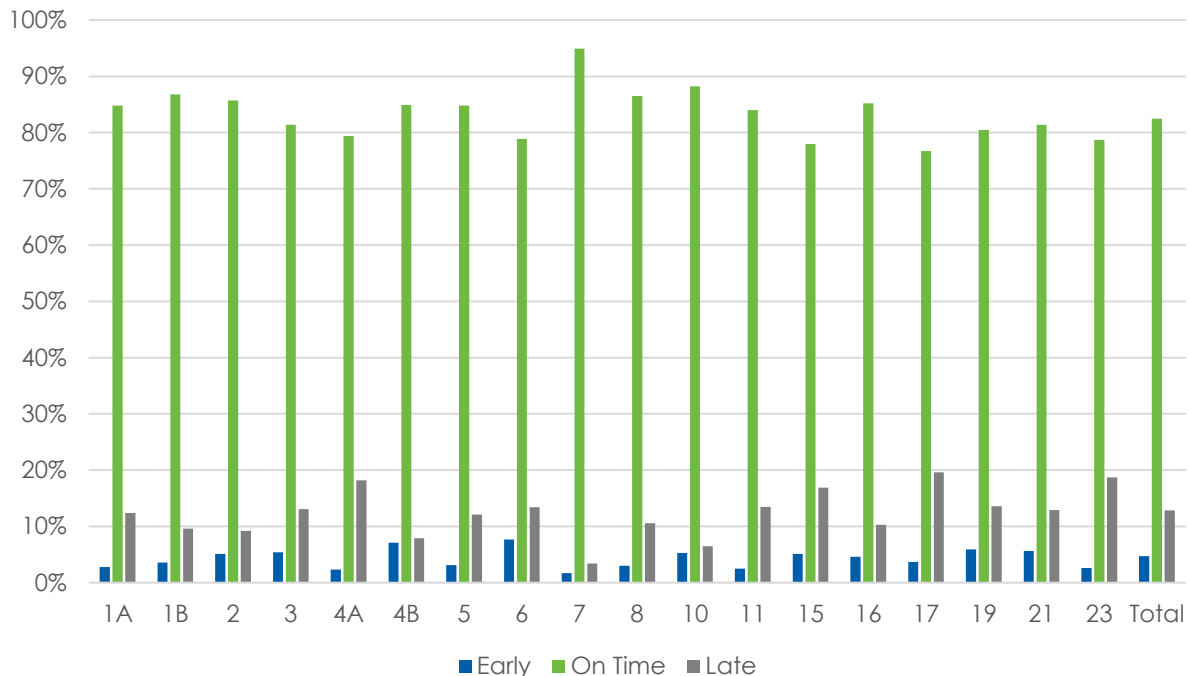
The tables and graphs below provide both the annual and 4th Quarter ridership and other performance indicators for GCTD's fixed route services in FY 2024-25.

1. FY2023-24 4th QUARTER FIXED ROUTE SERVICE DATA

**4th Quarter FY 24-25
Systemwide Ridership & Performance**

Fixed-Route Ridership	4th Qtr FY 2024-25	4th Qtr FY 2023-24	Difference	% Change
Total System Boardings	910,192	920,718	-10,526	-1.1%
Average Daily Passengers Weekdays	11,909	11,853	56	0.5%
Average Daily Passengers Saturdays	6,217	6,633	-416	-6.3%
Average Daily Passengers Sundays	5,962	6,389	-426	-6.7%
Wheelchair Boardings	6,319	5,981	338	5.7%
Bicycle Boardings	19,744	20,277	(641)	-2.6%
Performance Measures				
Passengers Per Revenue Hour	20	20	2	0.2%
Fare Revenue Per Service Hour	\$23.52	\$18.33	\$0.65	28.3%
Total Fare Revenue	\$1,073,505	\$848,343	\$18,173	26.5%
On-Time Performance	85.6%	82.6%	Goal > 90%	
% Systemwide Boarding as Free Transfers	10.8%	13.2%	Goal < 20%	

4th Quarter Ontime Performance by Route

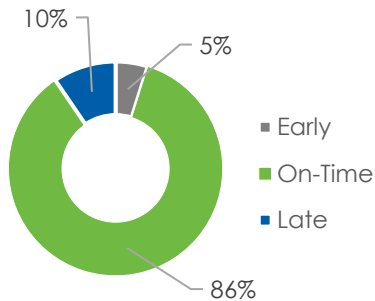


September 3, 2025

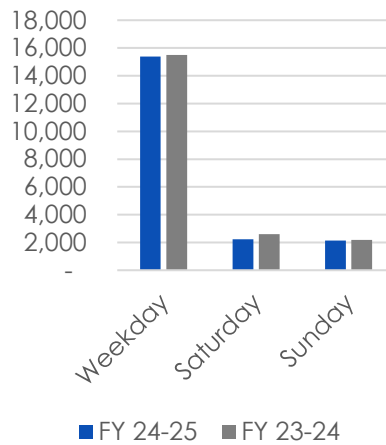
Receive and File FY 2024-25 4th Quarter & Year End Ridership and Performance Update

Page 3 of 10

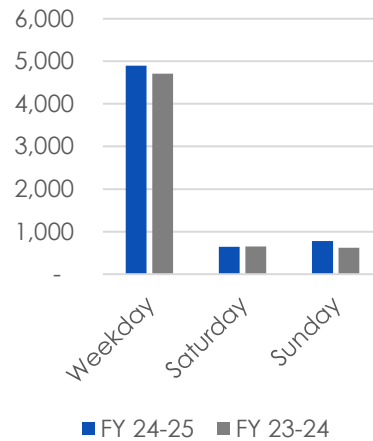
Ontime Performance 4th Quarter



4th Quarter Bicycle Boardings



4th Quarter Wheelchair Boardings



4th Quarter FY 24-25 Ridership by Route

Route	Route Name	4th Quarter FY 2024-25 Unlinked Passengers	4th Quarter FY 2023-24 Unlinked Passengers	Change	% Change
1	Port Hueneme - Oxnard Transit Center	124,648	127,593	(2,945)	-2%
2	Colonia - Downtown Oxnard	20,069	19,440	629	3%
3	J St - Centerpoint Mall - Lemonwood	33,561	34,521	(961)	-3%
4	North Oxnard - Ventura Rd - St. John's	76,195	78,247	(2,052)	-3%
5	Hemlock - Seabridge - Wooley	16,960	18,312	(1,352)	-7%
6	Oxnard - Ventura - Main St	218,549	226,133	(7,584)	-3%
7	Oxnard College - Centerpoint Mall	16,189	16,026	163	1%
8	OTC- Oxnard College - Centerpoint Mall	23,256	23,087	168	1%
10	Pacific View Mall - Telegraph -Saticoy	23,284	24,075	(791)	-3%
11	Pacific View Mall - Telephone - Wells	66,357	67,002	(646)	-1%
15	Esplanade - El Rio - St. John's	12,839	15,483	(2,644)	-17%
16	Downtown Ojai - Pacific View Mall	63,625	69,220	(5,595)	-8%
17	Esplanade - Oxnard College	46,253	40,463	5,790	14%
18	High School Trippers	21,894	18,366	3,528	19%
19	OTC- 5th St - Airport - Gonzales Rd	17,518	18,869	(1,352)	-7%
21	Port Hueneme - Ventura - Victoria Ave	78,461	79,252	(791)	-1%
23*	Oxnard College - NBVC - Esplanade	50,535	44,626	5,909	13%
	TOTAL GCTD SYSTEM	910,192	920,718	(10,526)	-1%

*Route 23 operating in fourth year of a five-year demonstration project.

September 3, 2025

Receive and File FY 2024-25 4th Quarter & Year End Ridership and Performance Update

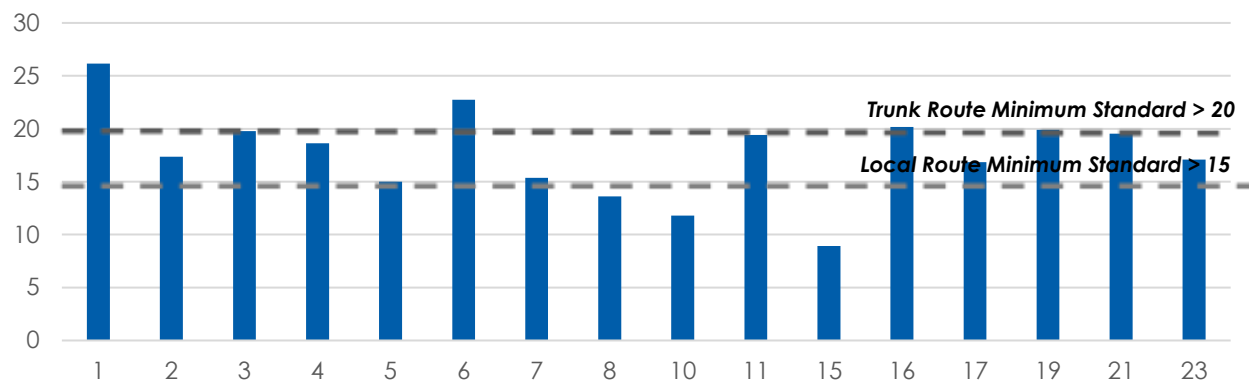
Page 4 of 10

4th Quarter Complaints & Commendations by Type

Type	Issue	FY24-25 4th Quarter	FY23-24 4th Quarter
Scheduling	On-Time Performance		5
Operations	Operator Conduct		23
	Driving Complaints		15
	Passed by		32
	Commendations		12
	Bus Stop Issues		4
Other	Other*		10
Totals			101

Above is a chart showing complaints and commendations received from passengers.

FY2024-25 Passengers Per Revenue Hour



2. FY2024-25 YEAR END FIXED ROUTE SERVICE DATA

FY 24-25 Year End Systemwide Ridership & Performance

Fixed-Route Ridership	FY 2023-24	FY 2022-23	Difference	% Change
Total System Boardings	3,583,780	3,530,560	53,219	1.5%
Average Daily Passengers Weekdays	11,771	11,520	250	2.2%
Average Daily Passengers Saturdays	6,240	6,328	-88	-1.4%
Average Daily Passengers Sundays	5,821	5,873	-52	-0.9%
Wheelchair Boardings	24,639	23,565	1,074	4.6%
Bicycle Boardings	77,549	80,126	-2,577	-3.2%
Performance Measures				
Passengers Per Revenue Hour	19.7	19.1	.6	3.4%
Fare Revenue Per Service Hour	\$22.34	\$19.14	\$3.20	16.7%
Total Fare Revenue	\$4,054,811	\$3,538,614	\$516,198	14.6%
On-Time Performance	84.4%	82.8%	Goal > 90%	
% Systemwide Boarding as Free Transfers	11.8%	13.3%	Goal < 20%	

September 3, 2025

Receive and File FY 2024-25 4th Quarter & Year End Ridership and Performance Update

Page 5 of 10

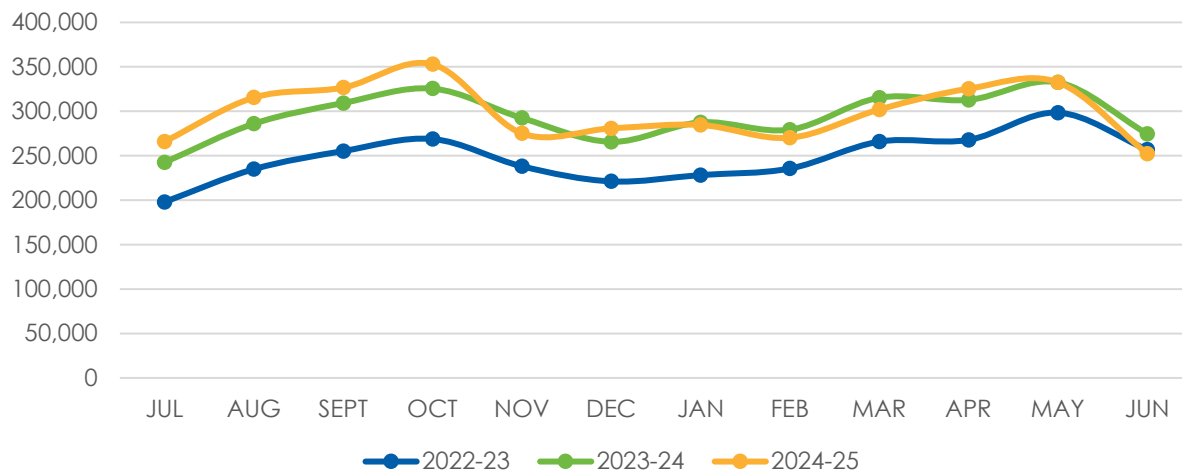
FY 24-25 Year End Ridership by Route

Route	Route Name	Year End FY2024-25 Unlinked Passengers	Year End FY2023-24 Unlinked Passengers	Change	% Change
1	Port Hueneme - Oxnard Transit Center	490,163	491,347	(1,184)	0%
2	Colonia - Downtown Oxnard	74,630	72,221	2,409	3%
3	J St - Centerpoint Mall - Lemonwood	130,704	125,061	5,643	5%
4	North Oxnard - Ventura Rd - St. John's	303,938	300,696	3,242	1%
5	Hemlock - Seabridge - Wooley	70,106	66,587	3,519	5%
6	Oxnard - Ventura - Main St	865,239	871,509	(6,270)	-1%
7	Oxnard College - Centerpoint Mall	59,089	62,813	(3,724)	-6%
8	OTC- Oxnard College - Centerpoint Mall	88,676	88,235	442	1%
10	Pacific View Mall - Telegraph -Saticoy	95,177	94,955	221	0%
11	Pacific View Mall - Telephone - Wells	253,753	250,883	2,870	1%
15	Esplanade - El Rio - St. John's	51,696	59,742	(8,046)	-13%
16	Downtown Ojai - Pacific View Mall	254,512	264,619	(10,107)	-4%
17	Esplanade - Oxnard College	179,311	151,728	27,583	18%
18	High School Trippers	82,293	74,435	7,858	11%
19	OTC- 5th St - Airport - Gonzales Rd	71,036	75,686	(4,651)	-6%
21	Port Hueneme - Ventura - Victoria Ave	316,950	306,866	10,084	3%
23*	Oxnard College - NBVC - Esplanade	196,507	173,178	23,329	13%
	TOTAL GCTD SYSTEM	3,583,780	3,530,560	53,219	2%

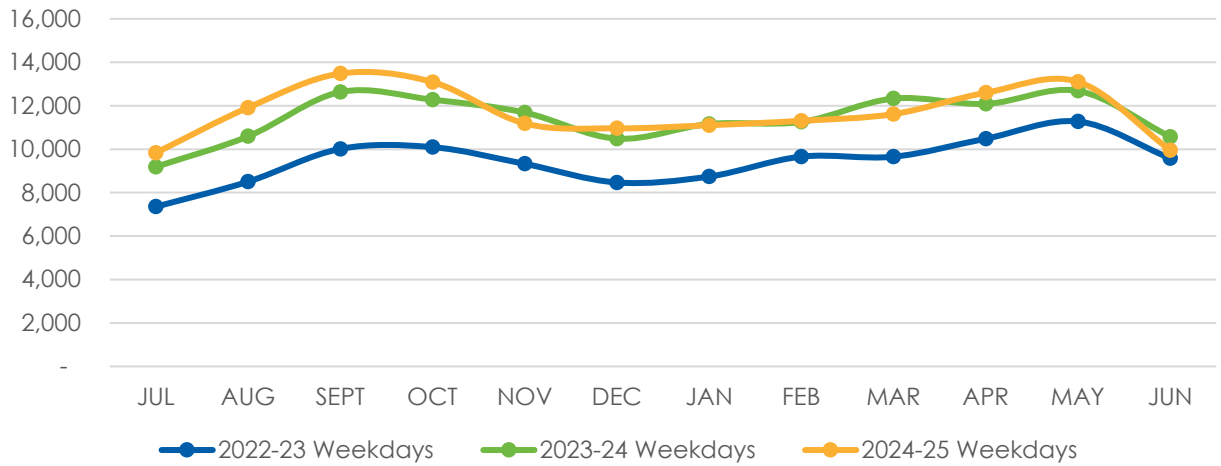
*Route 23 operating in fourth year of a five-year demonstration project.

FY 2024-25 Year End Monthly Ridership

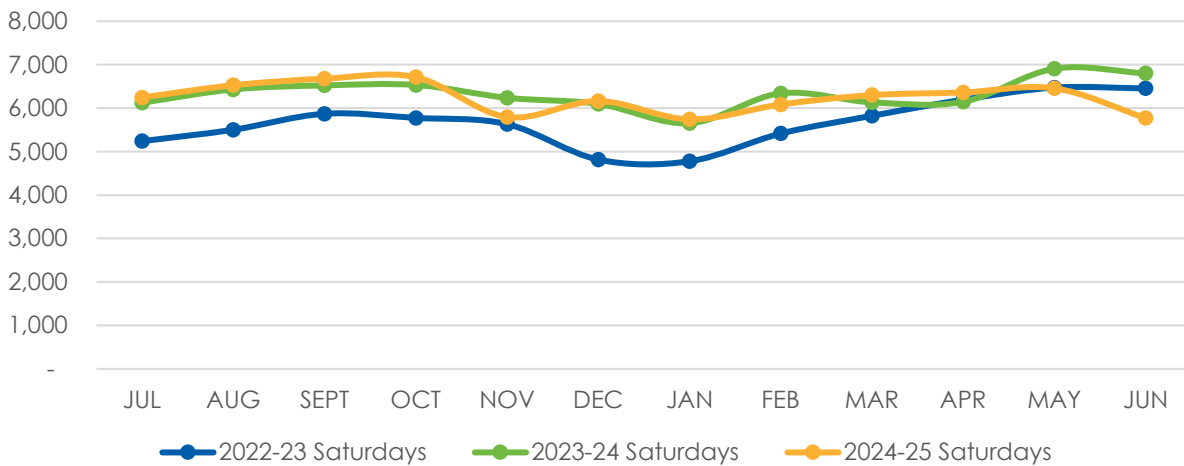
Monthly Fixed Route Ridership



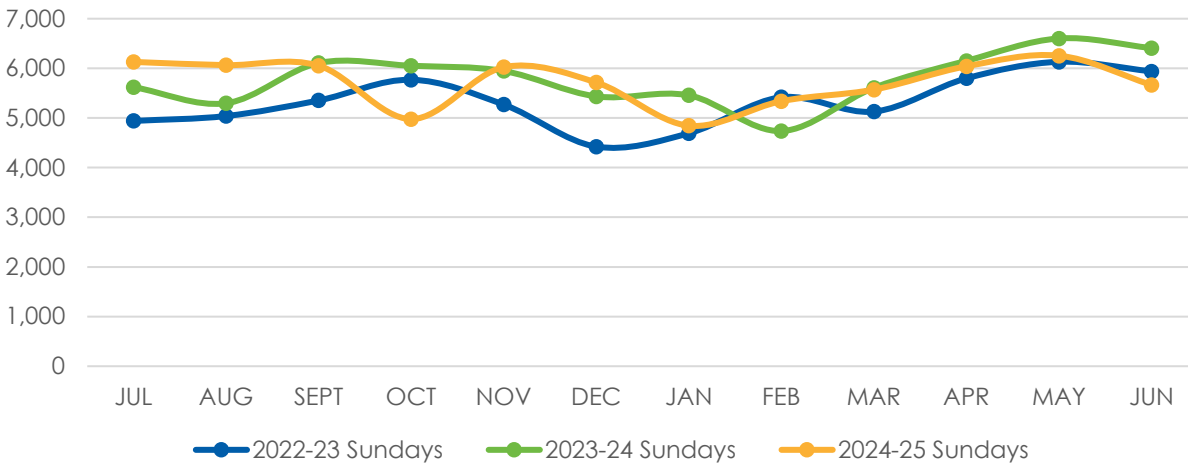
Average Weekday Boardings



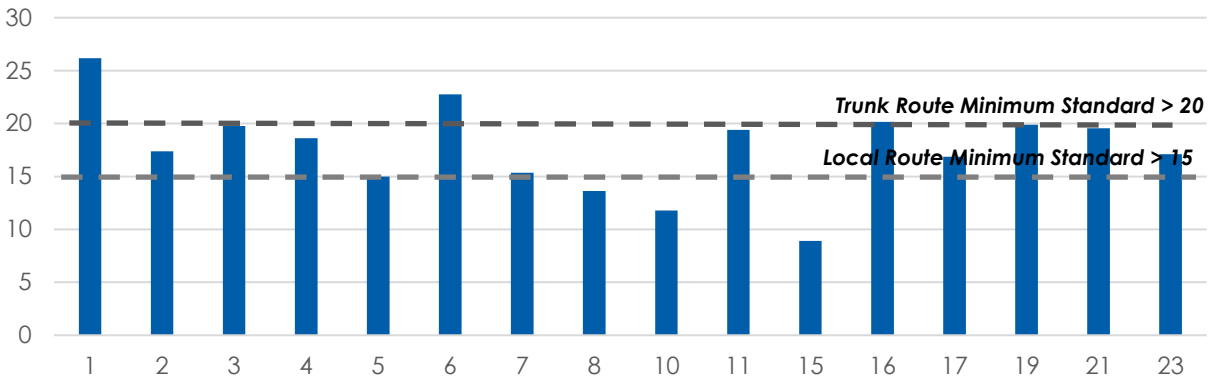
Average Saturday Boardings



Average Sunday Boardings



FY2024-25 Passengers Per Revenue Hour



IV. FLEXIBLE SERVICES QUARTERLY SUMMARY

In Q4 FY 2025, Gold Coast Transit District recorded 28,369 boardings, a 3% decrease compared to 29,217 in Q4 FY 2024. ADA paratransit service accounted for 31% of total ridership with 8,882 boardings, down 4% from last year. Senior-focused services showed mixed results: the Senior Nutrition Program grew sharply, up 170% to 879 boardings, while general Senior Service declined 6% to 12,235. Camarillo Direct Connect rose 2% to 1,086 boardings, while Transfers fell 45% to 38, and Health Zones remained relatively stable with a 1% dip to 282 boardings.

SAFE RIDES

Late-Night Safe Rides, launched in 2021, provides a General Public Dial-A-Ride service from 7 PM–midnight for all riders, originally targeting late-shift essential workers. This quarter, it served 3,707 passengers—down 8% from 4,038 the prior year—while maintaining strong reliability with a 92% on-time performance and averaging over 1,100 monthly trips. Sunrise Safe Rides, introduced in July 2024 to connect early-morning commuters (4:30–7 AM) with essential destinations for a flat \$5 fare, recorded 958 total boardings in its fourth quarter, averaging over 200 trips per month with 86% on-time performance. Both programs address critical transportation gaps during hours when fixed-route service is limited or unavailable.

GO NOW MICRO-TRANSIT

Go Now, GCTD's on-demand microtransit pilot using an electric vehicle launched in June 2023, serves the South Oxnard service zone with connections to fixed routes, commuter buses, or rail services at the Oxnard Transit and Center Point Transfer Centers. Initially, ridership grew steadily, peaking in August 2024, before declining sharply—an 80% drop from 1,114 boardings in Q4 FY 2024 to 224 in Q4 FY 2025. The decline appears linked to a Q1 fare adjustment, recurring issues with app-based reservation system, and the availability of fixed-route alternatives. To mitigate disruptions, same-day phone reservations were offered as a backup. GCTD continues to monitor travel patterns, collect customer feedback, and work with the vendor to address performance issues. With grant funding for the pilot set to expire at the end of 2025, the future of the service is uncertain, and staff is preparing a formal recommendation to the Board of Directors for its discontinuation.

V. FLEXIBLE SERVICES ANNUAL SUMMARY

In FY 2025 year-to-date, Gold Coast Transit District's Flexible Services recorded 108,257 boardings, down 8% from 117,470 in FY 2024. The average cost per trip rose slightly to \$50.17, with ridership declines most notable in ADA Paratransit, Late Night Safe Rides, and GO NOW microtransit. Despite these declines, on-time performance across all services remained strong, with most programs exceeding 80% and Late Night Safe Rides leading at 95%.

ADA Paratransit represented 30% of total ridership with 32,427 boardings, a 16% decrease from 38,582 the prior year. Senior-focused services showed mixed results: Senior Nutrition grew 63% to 2,660 boardings, while general Senior Service declined 4% to 48,578. Camarillo Direct Connect increased slightly by 2% to 4,264 boardings, and Transfers fell 9% to 204..

General Public Dial-A-Ride services also experienced declines, Health Zones dropped 11% to 1,038 boardings, GO NOW fell 28% to 1,832, and Late Night Safe Rides decreased 20% to 14,728—though it continues to provide the highest reliability with 95% OTP. The Sunrise Safe Rides pilot, launched in July 2024, demonstrated early adoption with 2,452 boardings in its first year, highlighting community demand for early-morning service options.

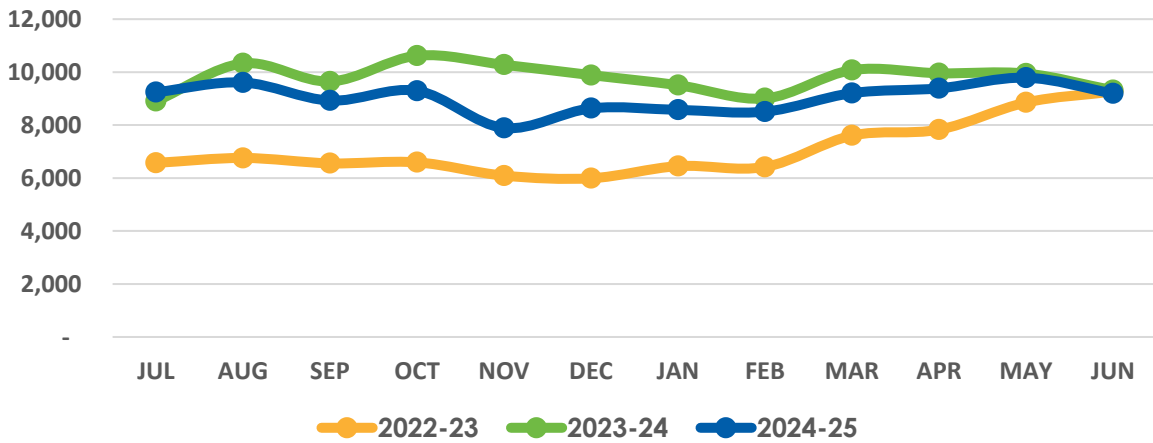
VI. FLEXIBLE SERVICES DATA

GO ACCESS provides flexible services, including the federally mandated ADA paratransit program, which complements Gold Coast Transit District's fixed-route network. In addition, the program offers transportation for seniors age 65 and older, Senior Nutrition trips, Health Zones, and other specialized services designed to meet community mobility needs. As an advance-reservation, demand-response service, GO ACCESS helps riders maintain their independence and remain active in the community—an essential element in preserving quality of life. These efforts also enhance the overall customer experience by positioning GCTD's services as a fully integrated system that connects people to opportunities, one ride at a time.

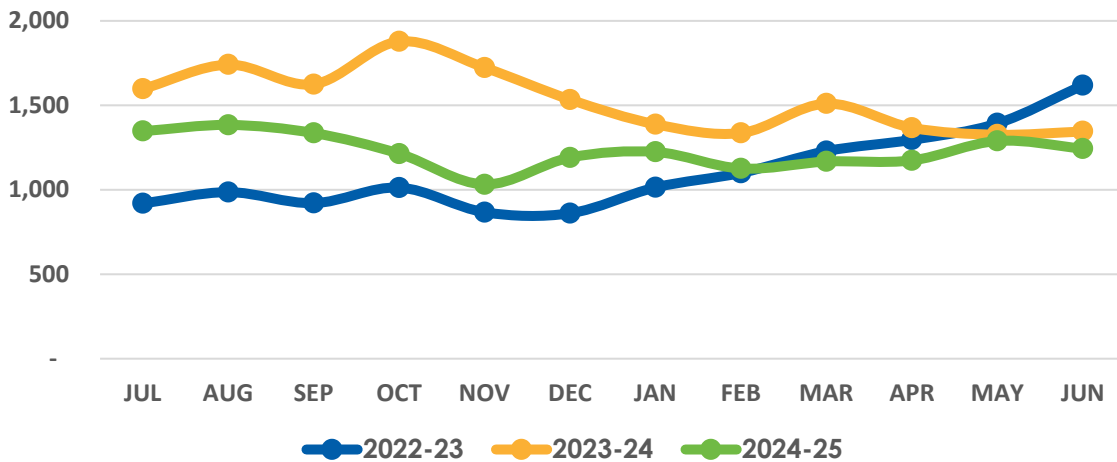
4th Quarter FY 2024-25 GO ACCESS Ridership & Performance

	<i>4th Qtr FY 2024-25</i>	<i>4th Qtr FY 2023-24</i>	<i>Difference</i>	<i>% Change</i>
Paratransit Ridership				
Total System Boardings	28,369	29,217	-848	-2.9%
Average Daily Passengers Weekdays	368	387	-19	-4.9%
Average Daily Passengers Saturdays	188	185	+3	+1.6%
Average Daily Passengers Sundays	173	153	+20	+13.1%
Performance Measures				
Passengers Per Revenue Hour	2.01	2.18	-0.17	-7.8%
On Time Performance (Arrive within the window)	84.0%	89.7%	-5.7	-6.4%
Early (Before start of pick-up window)	8.3%	2.1%	6.2	+295.2%
Late (After end of pick-up window)	7.7%	8.2%	-0.5	-6.1%

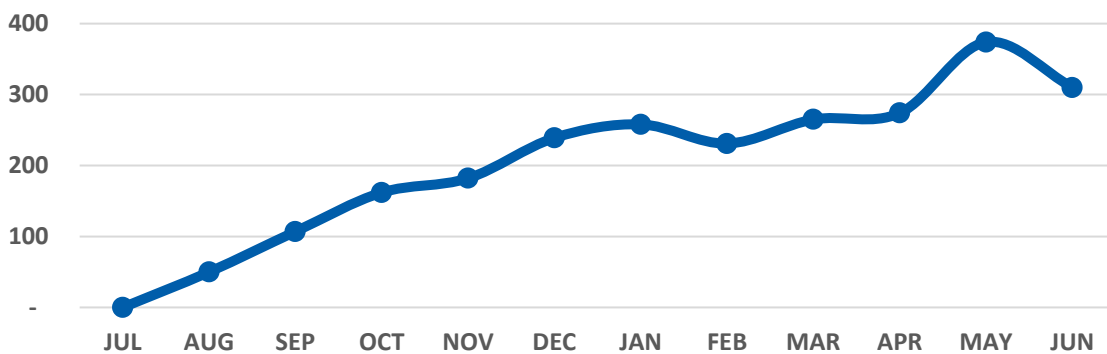
Flexible Services Monthly Boardings



Late Night Safe Rides Boardings



Sunrise Safe Rides Boardings



4th Quarter – Customer Inputs

September 3, 2025

Receive and File FY 2024-25 4th Quarter & Year End Ridership and Performance Update

Page 10 of 10

Type	Issue	4th Quarter Comments	4th Quarter Verified Comments	FY 2024-25 Verified Comments
Scheduling	Travel Time	9	7	22
	Schedules	4	2	9
Operations	Driver/Operator	5	1	7
	Dispatch	3	1	4
Other	Reservations	3	2	2
	Policies	5	0	0
	Commendations	0	0	1
Totals		29	13	45

**FY 2024-25 Year End
GO ACCESS Ridership & Performance**

Paratransit Ridership	FY 2024-25	FY 2023-24	Difference	% Change
Total System Boardings	108,257	117,470	-9,213	-7.8%
Average Daily Passengers Weekdays	353	388	-35	-9.0%
Average Daily Passengers Saturdays	183	190	-7	-3.7%
Average Daily Passengers Sundays	165	163	+2	+1.2%
Performance Measures	FY 2024-25	FY 2023-24	Difference	% Change
Passengers Per Revenue Hour	2.03	2.13	-0.1	-4.7%
On Time Performance (Arrive within the window)	85.0%	91.0%	-6.0	-6.6%
Early (Before start of pick-up window)	5.9%	2.1%	+3.8	+181.0%
Late (After end of pick-up window)	9.2%	6.6%	+2.6	+39.4%

VII. RECOMMENDATION

It is recommended that the GCTD Technical Advisory Committee receive and file this report. This report is for information only.

This report is for information only.


General Manager's Concurrence

Attachment 1: 4th Quarter FY 2024-25 Fixed-Route Service Evaluation

Attachment 2: Year End FY 2024-25 Fixed-Route Service Evaluation

Attachment 3: 4th Quarter FY 2024-25 Flexible Services Service Evaluation

Attachment 4: Year End FY 2024-25 Flexible Services Service Evaluation

Fixed Route Service Evaluation Report FY 24-25 4th Quarter

Ridership Measure: Passengers Per Revenue Hour						
Route #	Route Name	Service Type	Total Revenue Hours	Total Passengers	Passengers per Revenue Hour	Quartile
1	Port Hueneme - Oxnard Transit Center	Trunk	4,697	124,648	27	4
6	Oxnard - Ventura - Main St	Trunk	9,537	218,549	23	4
3	J St - Centerpoint Mall - Lemonwood	Local	1,657	33,561	20	4
11	Pacific View Mall - Telephone - Wells	Trunk	3,279	66,357	20	4
16	Downtown Ojai - Pacific View Mall	Trunk	3,164	63,625	20	3
19	OTC- 5th St - Airport - Gonzales Rd	Local	896	17,518	20	3
21	Port Hueneme - Ventura - Victoria Ave	Trunk	4,066	78,461	19	3
2	Colonia - Downtown Oxnard	Local	1,076	20,069	19	3
4	North Oxnard - Ventura Rd - St. John's	Local	4,094	76,195	19	2
17	Esplanade - Oxnard College	Trunk	2,691	46,253	17	2
23	Oxnard College - Naval Base - Esplanade	Trunk	2,957	50,535	17	2
7	Oxnard College - Centerpoint Mall	Local	964	16,189	17	2
5	Hemlock - Seabridge - Wooley	Local	1,176	16,960	14	1
8	OTC- Oxnard College - Centerpoint Mall	Local	1,631	23,256	14	1
10	Pacific View Mall - Telegraph -Saticoy	Trunk	2,059	23,284	11	1
15	Esplanade - El Rio - St. John's	Local	1,451	12,839	9	1

Excluded Routes

18	High School Trippers	Booster	257	21,894	85
----	----------------------	---------	-----	--------	----

Systemwide Performance Target & Description		Passengers per Revenue Hour Target
Trunk	Routes that link 2 or more major or regional commercial and employment centers and travel on arterial roads or highways.	20
Local	Routes that connect residential areas to major commercial and employment centers and travel on both arterial and residential streets.	15

Economic Measure: Subsidy Per Passenger									
Route #	Service Type	Total Revenue Hours	Total Passnegers	Systemwide Operating Cost Per Hour	Total Cost	Cost Per Passenger	Average Fare Per Passenger	Subsidy Per Passenger	Quartile
1	Trunk	4,697	124,648	\$ 134.29	\$ 630,783	\$ 5.06	\$1.11	\$ 3.95	4
6	Trunk	9,537	218,549	\$ 134.29	\$ 1,280,733	\$ 5.86	\$1.19	\$ 4.67	4
16	Trunk	3,164	63,625	\$ 134.29	\$ 424,876	\$ 6.68	\$1.27	\$ 5.40	4
11	Trunk	3,279	66,357	\$ 134.29	\$ 440,332	\$ 6.64	\$1.14	\$ 5.50	4
3	Local	1,657	33,561	\$ 134.29	\$ 222,483	\$ 6.63	\$1.11	\$ 5.52	3
19	Local	896	17,518	\$ 134.29	\$ 120,324	\$ 6.87	\$1.23	\$ 5.64	3
21	Trunk	4,066	78,461	\$ 134.29	\$ 546,023	\$ 6.96	\$1.20	\$ 5.76	3
4	Local	4,094	76,195	\$ 134.29	\$ 549,828	\$ 7.22	\$1.12	\$ 6.10	3
2	Local	1,076	20,069	\$ 134.29	\$ 144,523	\$ 7.20	\$1.09	\$ 6.11	2
17	Trunk	2,691	46,253	\$ 134.29	\$ 361,402	\$ 7.81	\$1.25	\$ 6.57	2
23	Trunk	2,957	50,535	\$ 134.29	\$ 397,068	\$ 7.86	\$1.26	\$ 6.60	2
7	Local	964	16,189	\$ 134.29	\$ 129,465	\$ 8.00	\$1.10	\$ 6.89	2
5	Local	1,176	16,960	\$ 134.29	\$ 157,965	\$ 9.31	\$1.12	\$ 8.19	1
8	Local	1,631	23,256	\$ 134.29	\$ 219,045	\$ 9.42	\$1.19	\$ 8.23	1
10	Trunk	2,059	23,284	\$ 134.29	\$ 276,508	\$ 11.88	\$1.24	\$ 10.64	1
15	Local	1,451	12,839	\$ 134.29	\$ 194,859	\$ 15.18	\$1.10	\$ 14.08	1

Excluded Routes

18	High School Trippers	257	21,894	\$ 134.29	\$ 34,466	\$ 1.57	\$ 1.354	\$ 0.22
----	----------------------	-----	--------	-----------	-----------	---------	----------	---------

Fixed Route Service Evaluation Report FY 24-25

Ridership Measure: Passengers Per Revenue Hour						
Route #	Route Name	Service Type	Total Revenue Hours	Total Passengers	Passengers per Revenue Hour	Quartile
1	Port Hueneme - Oxnard Transit Center	Trunk	18,787	490,163	26	4
6	Oxnard - Ventura - Main St	Trunk	38,118	865,239	23	4
16	Downtown Ojai - Pacific View Mall	Trunk	12,652	254,512	20	4
19	OTC- 5th St - Airport - Gonzales Rd	Local	3,570	71,036	20	4
3	J St - Centerpoint Mall - Lemonwood	Local	6,627	130,704	20	3
21	Port Hueneme - Ventura - Victoria Ave	Trunk	16,237	316,950	20	3
11	Pacific View Mall - Telephone - Wells	Trunk	13,104	253,753	19	3
4	North Oxnard - Ventura Rd - St. John's	Local	16,367	303,938	19	3
2	Colonia - Downtown Oxnard	Local	4,305	74,630	17	2
23	Oxnard College - Naval Base - Esplanade	Trunk	11,516	196,507	17	2
17	Esplanade - Oxnard College	Trunk	10,654	179,311	17	2
7	Oxnard College - Centerpoint Mall	Local	3,856	59,089	15	2
5	Hemlock - Seabridge - Wooley	Local	4,689	70,106	15	1
8	OTC- Oxnard College - Centerpoint Mall	Local	6,525	88,676	14	1
10	Pacific View Mall - Telegraph -Saticoy	Trunk	8,094	95,177	12	1
15	Esplanade - El Rio - St. John's	Local	5,806	51,696	9	1

Excluded Routes

18	High School Trippers	Booster	1,030	82,293	80
----	----------------------	---------	-------	--------	----

Systemwide Performance Target & Description		Passengers per Revenue Hour Target
Trunk	Routes that link 2 or more major or regional commercial and employment centers and travel on arterial roads or highways.	20
Local	Routes that connect residential areas to major commercial and employment centers and travel on both arterial and residential streets.	15

Economic Measure: Subsidy Per Passenger									
Route #	Service Type	Total Revenue Hours	Total Passnegers	Systemwide Operating Cost Per Hour	Total Cost	Cost Per Passenger	Average Fare Per Passenger	Subsidy Per Passenger	Quartile
1	Trunk	18,787	490,163	\$ 134.29	\$ 2,522,940	\$ 5.15	\$1.07	\$ 4.08	4
6	Trunk	38,118	865,239	\$ 134.29	\$ 5,118,833	\$ 5.92	\$1.14	\$ 4.78	4
16	Trunk	12,652	254,512	\$ 134.29	\$ 1,699,071	\$ 6.68	\$1.24	\$ 5.43	4
19	Local	3,570	71,036	\$ 134.29	\$ 479,415	\$ 6.75	\$1.17	\$ 5.57	4
3	Local	6,627	130,704	\$ 134.29	\$ 889,931	\$ 6.81	\$1.09	\$ 5.72	3
21	Trunk	16,237	316,950	\$ 134.29	\$ 2,180,433	\$ 6.88	\$1.15	\$ 5.73	3
11	Trunk	13,104	253,753	\$ 134.29	\$ 1,759,703	\$ 6.93	\$1.08	\$ 5.85	3
4	Local	16,367	303,938	\$ 134.29	\$ 2,197,891	\$ 7.23	\$1.06	\$ 6.17	3
23	Trunk	11,516	196,507	\$ 134.29	\$ 1,546,517	\$ 7.87	\$1.20	\$ 6.67	2
2	Local	4,305	74,630	\$ 134.29	\$ 578,092	\$ 7.75	\$1.05	\$ 6.70	2
17	Trunk	10,654	179,311	\$ 134.29	\$ 1,430,681	\$ 7.98	\$1.20	\$ 6.78	2
7	Local	3,856	59,089	\$ 134.29	\$ 517,858	\$ 8.76	\$1.06	\$ 7.70	2
5	Local	4,689	70,106	\$ 134.29	\$ 629,720	\$ 8.98	\$1.10	\$ 7.89	1
8	Local	6,525	88,676	\$ 134.29	\$ 876,180	\$ 9.88	\$1.14	\$ 8.74	1
10	Trunk	8,094	95,177	\$ 134.29	\$ 1,086,898	\$ 11.42	\$1.17	\$ 10.25	1
15	Local	5,806	51,696	\$ 134.29	\$ 779,627	\$ 15.08	\$1.06	\$ 14.03	1

Excluded Routes

18	High School Trippers	1,030	82,293	\$ 134.29	\$ 138,256	\$ 1.68	\$ 1.291	\$ 0.39
----	----------------------	-------	--------	-----------	------------	---------	----------	---------

FY2025 Q4 FLEXIBLE SERVICES EVALUATION TABLE

	ALL SERVICES			FY 2025	FY 2024	
	AVERAGE	AVERAGE	AVERAGE			
	WEEKDAY	SATURDAY	SUNDAY	MONTHLY	MONTHLY	COST/
	BOARDINGS	BOARDINGS	BOARDINGS	BOARDINGS	BOARDINGS	TRIP
April	363	183	165	9,388	9,957	\$ 51.06
May	383	195	172	9,789	9,946	\$ 50.80
June	358	185	181	9,192	9,314	\$ 53.03
4th QTR BOARDINGS:				28,369	29,217	

SERVICE REQUIRED TO BE PROVIDED UNDER FTA REGULATIONS

Eligibility: Certification of mobility disability. Service started July, 1996

ADA	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
	31%	2.29	-4%	8,882	9,234	82%

SERVICE AVAILABLE TO SENIORS/DISABLED NOT REQUIRED TO BE PROVIDED

Eligibility: 62+; no fare transportation to the nearest congregate meal site. Service started October, 1999

SENIOR NUTRITION PROGRAM	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
	3.1%	2.92	170%	879	325	82%

Eligibility: 65+. Service started October, 1999

SENIORS	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
	43.1%	2.70	-6%	12,235	13,083	82%

Eligibility: ADA or 65+; CAMARILLO transfers started October 1999. SP DAR in 2001, TO in 2002

TRANSFERS	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
	0.1%	2.86	-45%	38	69	84%

Eligibility: ADA or 65+; Started in 2018

CAMARILLO DIRECT CONNECT	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
	3.8%	1.76	2%	1,086	1,069	84%

SERVICE AVAILABLE TO GENERAL PUBLIC NOT REQUIRED TO BE PROVIDED

Eligibility: Temporary medical or mobility impairment; No age restriction; Started in 2013

HEALTH ZONES	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
	1.0%	2.90	-1%	282	285	80%

Eligibility: Must be at least 16 to ride without adult. Started in 2021

LATE NIGHT SAFE RIDES	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
	13.1%	3.06	-8%	3,707	4,038	92%

Eligibility: Must be at least 16 to ride without adult. Started in 2023

GO NOW	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
Note: Pilot started May/June 2023, no fare collected until July 2023.	-80.0%	0.51	-80%	224	1,114	69%

SUNRISE SAFE RIDES	% of TTL	Pass/VSH	% Change from prior FY	QTR 4 FY 2025 BOARDINGS	QTR 4 FY 2024 BOARDINGS	OTP
Note: Pilot started July 2024.	3.4%	2.77	100%	958	0	86%

FY25 ANNUAL FLEXIBLE SERVICES EVALUATION TABLE

	ALL SERVICES			FY 2025	FY 2024	
	AVERAGE	AVERAGE	AVERAGE			
	WEEKDAY	SATURDAY	SUNDAY	MONTHLY	MONTHLY	COST/
	BOARDINGS	BOARDINGS	BOARDINGS	BOARDINGS	BOARDINGS	TRIP
July	357	186	158	9,242	8,903	\$ 44.49
August	365	183	161	9,609	10,327	\$ 45.54
September	370	170	168	8,925	9,647	\$ 42.82
October	348	175	167	9,296	10,620	\$ 50.78
November	320	176	149	7,892	10,277	\$ 53.76
December	334	184	172	8,633	9,887	\$ 52.66
January	328	178	157	8,575	9,507	\$ 53.63
February	352	202	169	8,508	9,007	\$ 51.74
March	355	183	162	9,208	10,078	\$ 51.71
April	363	183	165	9,388	9,957	\$ 51.06
May	383	195	172	9,789	9,946	\$ 50.80
June	358	185	181	9,192	9,314	\$ 53.03
BOARDINGS:				108,257	117,470	\$ 50.17

SERVICE REQUIRED TO BE PROVIDED UNDER FTA REGULATIONS

Eligibility: Certification of mobility disability. Service started July, 1996

ADA	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
	30%	2.09	-16%	32,427	38,582	83%

SERVICE AVAILABLE TO SENIORS/DISABLED NOT REQUIRED TO BE PROVIDED

Eligibility: 62+; no fare transportation to the nearest congregate meal site. Service started October, 1999

SENIOR NUTRITION PROGRAM	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
	2.5%	2.70	63%	2,660	1,627	79%

Eligibility: 65+. Service started October, 1999

SENIORS	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
	44.9%	2.21	-4%	48,578	50,765	83%

Eligibility: ADA or 65+; CAMARILLO transfers started October 1999. SP DAR in 2001, TO in 2002

TRANSFERS	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
	0.2%	1.77	-9%	204	225	85%

Eligibility: ADA or 65+; Started in 2018

CAMARILLO DIRECT CONNECT	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
	3.9%	1.09	2%	4,264	4,168	85%

SERVICE AVAILABLE TO GENERAL PUBLIC NOT REQUIRED TO BE PROVIDED

Eligibility: Temporary medical or mobility impairment; No age restriction; Started in 2013

HEALTH ZONES	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
	1.0%	1.94	-11%	1,038	1,171	82%

Eligibility: Must be at least 16 to ride without adult. Started in 2021

LATE NIGHT SAFE RIDES	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
	13.6%	1.76	-20%	14,728	18,370	95%

Eligibility: Must be at least 16 to ride without adult. Started in 2023

GO NOW	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
Note: Pilot started May/June 2023, no fare collected until July 2023.	1.7%	0.92	-28%	1,832	2,556	86%

SUNRISE SAFE RIDES	% of TTL	Pass/VSH	% Change from prior FY	FY 2025 BOARDINGS	FY 2024 BOARDINGS	OTP
Note: Pilot started July 2024.	2.3%	2.09	100%	2,452	0	86%



DATE September 3, 2025

Item #14

TO GCTD Board of Directors

FROM Vanessa Rauschenberger, General Manager^{VR}

SUBJECT Discuss Future Agenda Items

SUMMARY

It is recommended that the Board of Directors provide input to staff on future agenda items that they would like staff to review and/or report on in a future meeting.

FUTURE AGENDA ITEMS

Below are some of the future agenda items planned. To help staff prioritize timing of reports, staff seeks input on these items or other items that the Board is interested in discussing.

Future Agenda Items

- Strategic Plan Update
- Redevelopment of 301 Property
- *Other Items?*

Future Routine Items

- Monthly Financial Statements & Procurement Reports
- Monthly Operations & Maintenance Update
- Quarterly Fixed-Route & Paratransit Performance Reports
- Bi-Annual Service Plan & Outreach Updates

CONCLUSION

It is recommended that the Board of Directors provide input to staff on future agenda items that they would like staff to review and/or report on in a future meeting.

GOLD COAST TRANSIT DISTRICT