



MEETING AGENDA

GCTD Technical Advisory Committee (TAC)

Wednesday, August 18, 2021 – 2:00 p.m.

Zoom Video Conference Meeting

Join by Computer:

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

Join by Phone:

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- | | |
|--|---------------|
| 1. Call to Order/Introductions | ACTION |
| 2. Public Comments | INFO |
| 3. Committee Member Comments | INFO |
| 4. Staff Comments | INFO |
| 5. Approval of June 16, 2021 Meeting Summary | ACTION |
| 6. 4th Quarter & Year End Fixed-Route & Paratransit Report
Matt Miller & Margaret Heath-Schoep | INFO |
| 7. Bus Stop Inventory Existing Conditions Report – Austin Novstrup | INFO |
| 8. Future Agenda Items | INFO |
| 9. Adjournment | ACTION |



GCTD Technical Advisory Committee (TAC)

10:00 a.m. - June 16, 2021

Gold Coast Transit District - Board Room

Meeting Summary

TAC Members Present: Tim Bochum, City of Oxnard; Treena Taylor, County of Ventura; Sergio Albarran, City of Ventura; Philip Pulley, City of Ojai; Ray Gutierrez, Port Hueneme, and Claire Grasty, VCTC

TAC Members Absent: Don Villafana and Charles Cable, City of Port Hueneme

GCTD Staff Present: Steve Brown, General Manager; Vanessa Rauschenberger, Director of Planning and Marketing; Matt Miller, Planning Manager; Austin Novstrup, Transit Planner; Cynthia Torres-Duque, Communications & Marketing Manager; Margaret Heath-Schoep, Paratransit Manager; Jim Beck, Director of Operations & Maintenance; and Dawn Perkins, Director of Finance; Michelle Pierret, Finance Manger

Members of the Public: None

1. Call to Order/Introductions

Tim Bochum called the TAC meeting to order at 10:04 a.m. and waved the introductions.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

Tim announced Pete Wessel is no longer with the City of Oxnard and Tim will be the TAC member for Oxnard moving Forward. Oxnard is recruiting to fill Pete Wessel's

Claire announced beginning of Coordinated Plan update, Comprehensive Transportation plan and Umo project and that VCTC and Valley Express have implemented half fares through the end of 2021.

4. Staff Comments

Vanessa announced GCTD fare collection started in May and lifted capacity restrictions. GCTD is mandating masks consistent with the FTA policy. GCTD will also beginning training operators on new VC Bus Pass (Umo)

5. Approval of Meeting Summary for May 19, 2021 TAC meeting

Treena Taylor made a motion to approve the May 2021 meeting summary with the amendment to note that Michelle Pierret was present, and Ray Gutierrez seconded the motion. The motion passed unanimously.

6. Late Night Safe Rides Project Update – Margaret Heath-Schoep

Vanessa Rauschenberger stepped in for Margaret who could not attend the meeting and gave a PowerPoint presentation on the recently implemented GCTD Late Night Safe Rides Program. The presentation provided details about how riders were using the service and some early results for the first two months of service. In the first two months there has been about 200 riders and use is steadily increasing.

Tim Bochum inquired whether the trips reported in the presentation were passenger or vehicle trips. Vanessa confirmed that they were passenger trips. Tim asked what data was being recorded and would be evaluated at the end of the first year. Vanessa answered in the affirmative.

Sergio Albarran Inquired whether the trips provided as part of the Late-Night Safe Rides Program were curb to curb or door to door. Vanessa confirmed that they are curb to curb.

Vanessa noted that this is public service open to anyone to use it the service area.

7. July Service Changes Update – Matt Miller

Matt Miller gave a PowerPoint presentation on the planned service changes for July 2021. Matt reported that the planned changes were consistent with the reopening of the economy and were targeted toward restoring service during the middle of the day when the most passengers are using the service. Matt noted frequency improvements on routes 4B, 11, 17, 21, and 23. Also, restoration of early morning service on route 16 and minor schedule adjustments to several other routes.

Tim Bochum commented that the changes were exciting to see given that the frequencies in some circumstances were doubling. Tim also encouraged staff to market these changes and to reach out to the local Chambers of Commerce to share information about the planned service improvements.

8. FY 21-22 Final Draft Budget Review – Dawn Perkins

Dawn Perkins and Michelle Pierret gave PowerPoint presentation on the Final Draft of FY21-22 Budget. Dawn Perkin and Michelle Pierret reviewed final budgeted expenses, revenues, and Member Agency allocations. They noted that there are some decreases in expenses associated with reduction of security expenses at the old GCTD 301 facility and a decrease in ridership on ACCESS. The y also noted that TDA Farebox Recovery Ratio has been suspended for FY21-22.

Tim Bochum inquired about ARP match requirements. Michelle stated that there was not required match for those funds.

Sergio motion to approve a recommendation to the board for adoption. Ray Gutierrez seconded the motion. The motion passed unanimously.

9. Future Agenda Items

Bus Stop Inventory Existing Conditions Report and next steps

10. Adjournment

Ray motioned to adjourn. Sergio seconded the motion. The motion passed unanimously.



DATE August 18, 2021
TO GCTD TAC Members
FROM Austin Novstrup, Transit Planner
SUBJECT **Bus Stop Inventory: Existing Conditions Report**

Introduction

This report summarizes and highlights the assessment and inventory of transit facilities within the Gold Coast Transit District (GCTD) completed in the March of 2021. This was the first complete inventory of transit facilities since 2016 and the first inventory completed following the implementation of both the Route 23 and South Oxnard Restructure as well as the elimination of the Route 22. While GCTD does not own any bus stops, under the GCTD bylaws the District provides Transportation Development Act funds on an annual basis “to member jurisdictions to cover expenditures for operating and maintaining locally-owned transit services and capital needs.” With this funding mechanism in mind the inventory will be used as a foundation by which a bus stop improvement plan will be built. This plan will combine the data already collected with equity measures, and public outreach efforts to inform when, where, and how bus stops should be improved and maintained.

Data Collection

Stop assessments were performed as a collaborative effort of Operations and Planning Departments that began in November of 2020 and were completed in April of 2021. Every bus stop in the GCTD service area was assessed with exception of those not served by GCTD’s fixed route service and stops that are exclusively served by Route 18 tripper routes. In total assessments were completed for 662 stop locations.

Assessments were performed using the app-based Trackit Asset Management system. This new system allowed GCTD to create a more detailed and complete record of the conditions at each stop. Over 50 data points could be collected for each assessment. There two main categories of data collected during the bus stop inventory. First, data was collected on bus stop attributes such as bus stop location in relation to the street, street attributes (connected sidewalks, curb ramps, etc.), adjacent land use, proximity to crosswalks. Second, bus stop amenities (furniture) were inventoried to include data on the type, quantity, and the condition of bus stop shelters, bench, trash receptacles, bike racks, and other amenities at each stop.

Analysis

Throughout the district there are 96 shelters, 440 Benches, 299 trash receptacles and 69 bike racks. Most amenities were found to be in good or better condition. 69% of shelters and 89% of benches were found to be in good or better condition. Stop conditions vary by jurisdiction as demonstrated in the amenity placement statistics on the next page and in the detailed analysis in attachment A.

Amenity Placement by Jurisdiction

City of Ojai

- 3 of the 6 or 50% bus stops have shelters
- 4 of the 6 or 66% of bus stops have benches
- 4 of the 6 or 66% of bus stops have bike racks
- 3 of the 6 or 50% of bus stops have trash bins

City of Oxnard

- 91 shelters are located at 81 of the 339 or 23.8% of bus stops
- 203 benches are located at 167 of the 339 or 49% stops
- 36 of the 339 or 10% of bus stops have bike racks
- 141 trash bins are located at 122 of 339 or 35% of bus stops

City of Port Hueneme

- 7 of the 35 or 20% of bus stops have shelters.
- 28 benches are located at 22 of the 35 or 62% of stops.
- 6 of the 35 or 8% of bus stops have bike racks
- 8 of the 35 or 22% of bus stops have trash bins

City of Ventura

- 31 shelters are located at 29 of the 199 or 14.5% of bus stops. Two stops have two shelters.
- 186 benches are located at 167 of the 199 or 83% of stops
- 18 of the 199 or 15% of bus stops have bike racks
- 89 trash bins are located at 74 of the 199 or 37% of stops

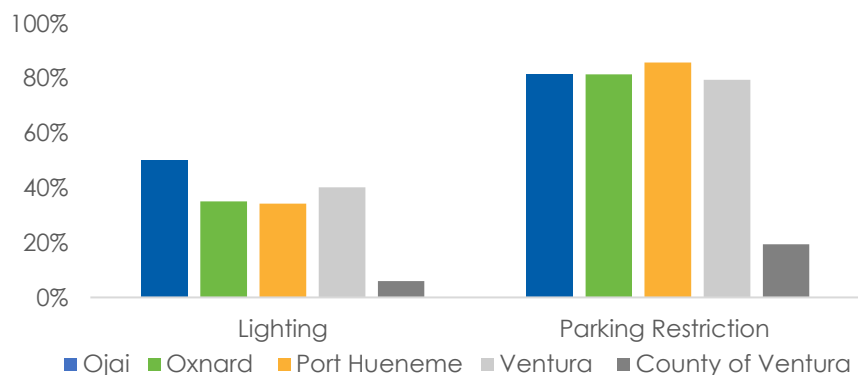
County of Ventura

- 26 of the 67 or 38% of stops provide shelter protection for riders.
- 35 of the 67 or 52% of bus stops have benches
- 51 trash bins are located at 28 of the 67 or 41% of stops

While further analysis will be performed as part of the Bus Stop Improvement Plan the two examples below demonstrate how data from the inventory can inform future decisions and determine priorities for future improvements. GCTD's bus stop guidelines recommend providing lighting at all stops and having some form of parking restriction at all stops. Lighting at stops and pedestrian pathways enhances rider safety and comfort while parking restrictions improve the reliability and safety of transit operations.

Figure 1 shows the percentage of stops with lighting and parking restrictions by jurisdiction. These are opportunities for improvement that can be addressed as part of future stop improvement projects.

Figure 1. Minimum Facilities



Bus Stop Improvement Plan Scope

The primary goal of this plan will be to develop prioritized lists of projects that will improve the accessibility, safety, convenience, and comfort of the 662 stops served by GCTD. By identifying and prioritizing these projects GCTD and its member agencies will be better positioned to take advantage of grant funding sources when funding becomes available and will be able to maximize efficacy of the funding GCTD does receive.

The plan will consist of three main parts. An existing conditions report will combine data from the bus stop inventory with stop level equity data along with a review of existing transportation plans within the member jurisdictions. An extensive outreach component will incorporate feedback from the public, stakeholders and GCTD's operators, supervisors, and customer service staff. Finally, plan recommendations will synthesize analysis of the existing conditions report, feedback from outreach efforts in the form of project lists for stop improvements.

City of Oxnard

BUS STOP ASSETS



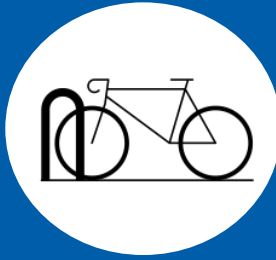
203 Benches

202 non-ad benches
1 concrete bench



91 Shelters

45 Ad Shelters
43 Basic Shelters
3 Custom Shelters



40 Bike Racks

31 stops with 1 rack
8 stops with 2 racks
1 stops with 5+ racks



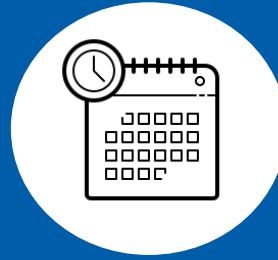
141 Trash Bins

Regular trash bins



119 Lights

119 stops with lighting
220 stops *without* lighting



126 Panels

10 Digital real-time arrival signs
91 generic panels
24 timepoint panels
1 summary panels

BUS STOP ATTRIBUTES



PARKING RESTRICTION

99 stops with 'no parking' sign
107 stops with red curb
70 stops with red curb and 'no parking' sign

68

CONCRETE BUS PADS

68 stops with concrete bus pads



CONNECTED SIDEWALKS

330 stops with connected sidewalks 5ft+ width
3 stops with connected sidewalks under 5 ft
6 stops located on off-road/shoulder/no curb or sidewalk



SHARED STOPS

6 stops shared with VCTC
1 stop shared with VCTC/MetroLink/Amtrak

339

Total Bus Stops



City of Ventura

BUS STOP ASSETS



186 Benches
 184 non-ad benches
 2 other/concrete-benches



31 Shelters
 19 Art Shelters
 10 Basic Shelters
 2 Custom Shelters



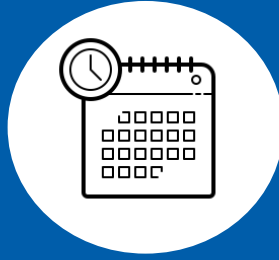
19 Bike Racks
 17 stops with 1 rack
 2 stops with 2 racks



89 Trash Bins
 42 Regular trash bins
 46 Regular/Recycle bins
 1 Recycle bins



80 Lights
 80 stops with lighting
 119 stops *without lighting*



120 Panels
 8 Digital real-time arrival signs
 91 generic panels
 12 timepoint panels
 9 summary panels

BUS STOP ATTRIBUTES



PARKING RESTRICTION
 44 stops with 'no parking' sign
 83 stops with red curb
 31 stops with red curb and 'no parking' sign

29

CONCRETE BUS PADS
 29 stops with concrete bus pads



CONNECTED SIDEWALKS
 190 stops with connected sidewalks 5ft+ width
 5 stops with connected sidewalks under 5 ft
 4 stops located on off-road/shoulder/no curb or sidewalk



SHARED STOPS
 7 stops shared with VCTC



GCTD SYSTEM MAP
 25 stops with GCTD system map



SMOKING
 21 cigarette buds holders
 3 no smoking signs

199

Total Bus Stops



City of Ojai

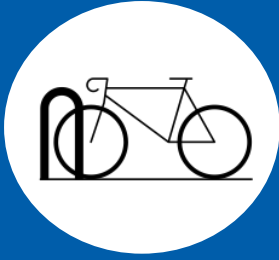
BUS STOP ASSETS



7 Benches
7 non-ad benches



3 Shelters
2 Custom Shelters
1 Permanent Shelter



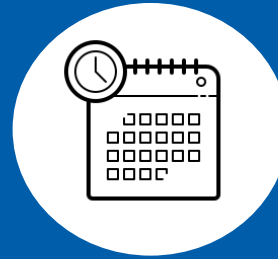
4 Bike Racks
4 stops with 1 rack



5 Trash Bins
2 Regular trash bins
1 Regular/Recycle bins
2 Recycle bins



3 Lights
3 stops with lighting
3 stops *without lighting*



5 Panels
2 Digital real-time arrival signs
2 generic panels
1 timepoint panels

BUS STOP ATTRIBUTES



PARKING RESTRICTION
3 stops with red curb

3

CONCRETE BUS PADS
3 stops with concrete bus pads



CONNECTED SIDEWALKS
5 stops with connected sidewalks 5ft+ width
1 stops located on off-road/shoulder/no curb or sidewalk



SHARED STOPS
4 stops shared with Ojai Trolley

6

Total Bus Stops



City of Port Hueneme

BUS STOP ASSETS



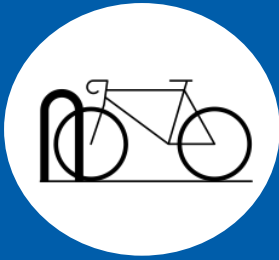
28 Benches

21 non-ad benches
7 leaning benches



7 Shelters

6 Basic Shelters
1 Permanent Shelter



6 Bike Racks

6 stops with 1 rack



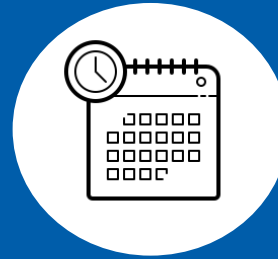
8 Trash Bins

8 Regular trash bins



12 Lights

12 stops with lighting
23 stops **without**
lighting



6 Panels

4 generic panels
1 timepoint panels
1 summary panels

BUS STOP ATTRIBUTES



PARKING RESTRICTION

5 stops with 'no parking' sign
15 stops with red curb
10 stops with red curb and 'no parking' sign

1

CONCRETE BUS PADS

1 stops with concrete bus pads



CONNECTED SIDEWALKS

34 stops with connected sidewalks 5ft+ width
1 stops with connected sidewalks under 5 ft

35

Total Bus Stops



County of Ventura

BUS STOP ASSETS



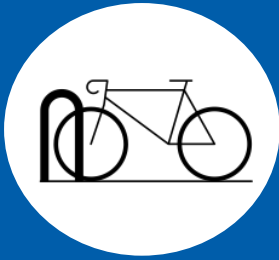
35 Benches

35 non-ad benches



26 Shelters

26 Basic Shelters



No Bike Racks



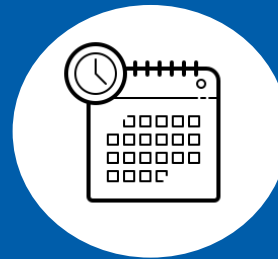
51 Trash Bins

28 Regular trash bins
23 Recycle bins



4 Lights

4 stops with lighting
63 stops *without* lighting



10 Panels

2 Digital real-time arrival signs
6 generic panels
2 timepoint panels

BUS STOP ATTRIBUTES



PARKING RESTRICTION

6 stops with 'no parking' sign
5 stops with red curb
2 stops with red curb and 'no parking' sign

9

CONCRETE BUS PADS

9 stops with concrete bus pads



CONNECTED SIDEWALKS

31 stops with connected sidewalks 5ft+ width
2 stops with connected sidewalks under 5 ft
34 stops located on off-road/shoulder/no curb or sidewalk



SHARED STOPS

2 stops shared with Ojai Trolley

67

Total Bus Stops



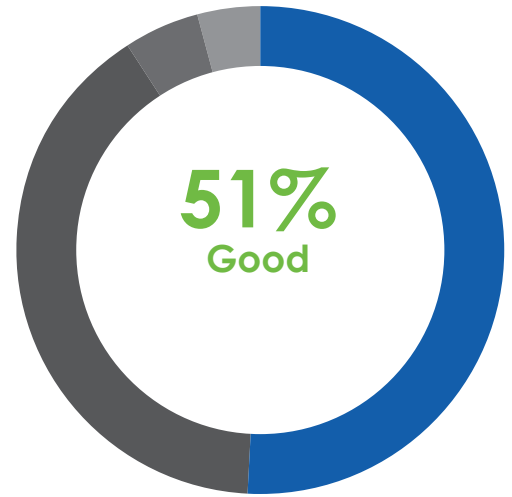


Shelter Conditions by Jurisdiction

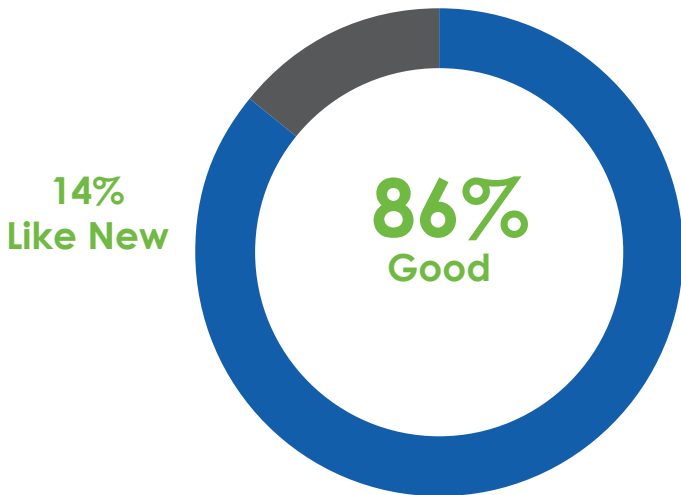


City of Ojai

4%
Like New
5%
Poor
40%
Fair

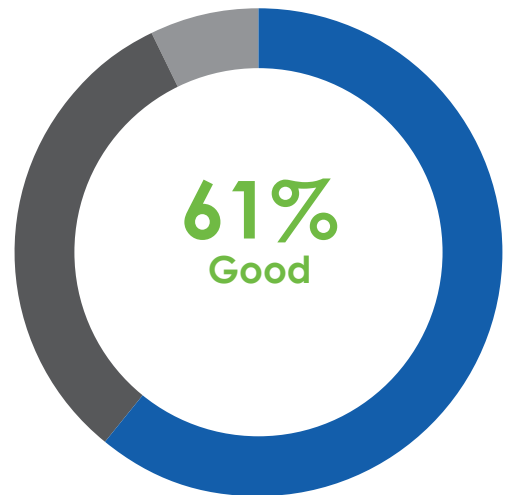


City of Oxnard

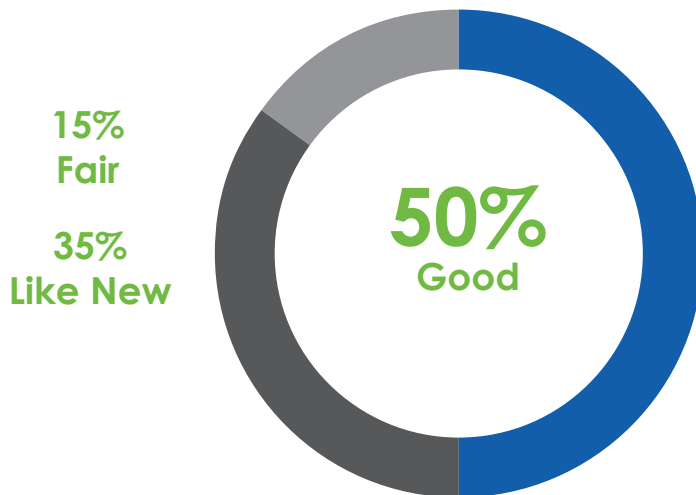


City of Port Hueneme

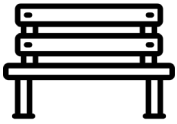
7%
Like New
32%
Fair



City of Ventura

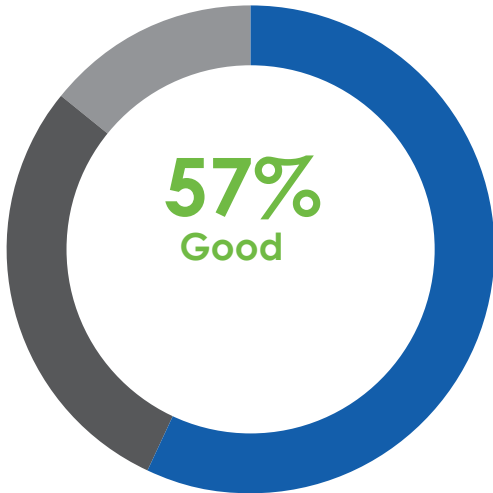


County of Ventura



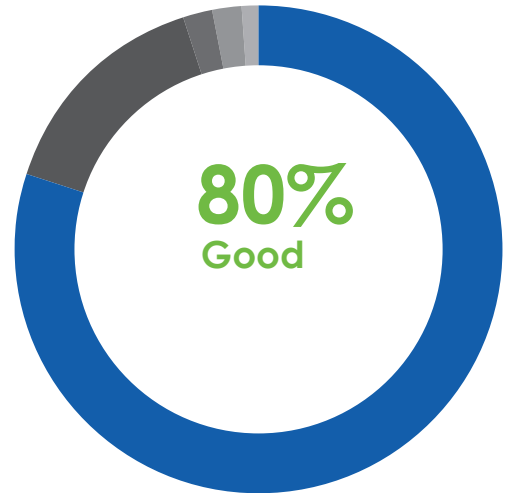
Bench Conditions by Jurisdiction

14%
Like New
29%
Fair



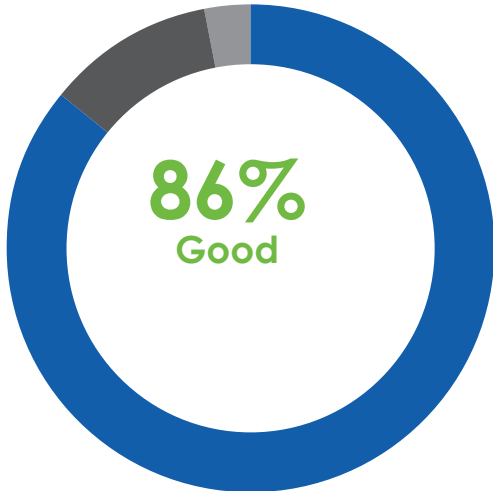
City of Ojai

1%
Missing
2%
Like New
2%
Poor
15%
Fair



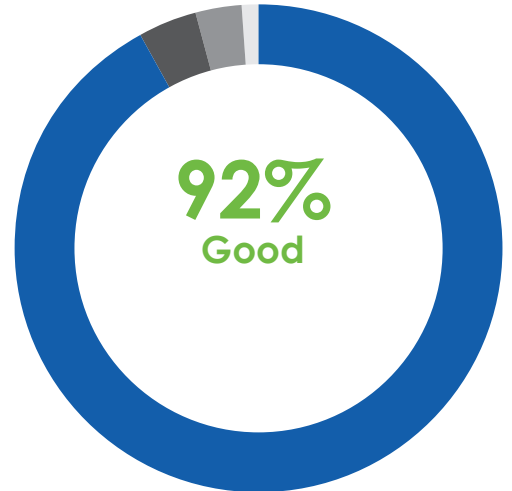
City of Oxnard

3%
Like New
11%
Fair



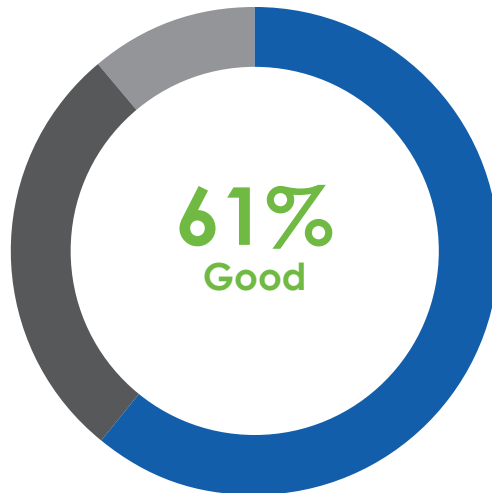
City of Port Hueneme

1%
Poor
3%
Fair
4%
Like New

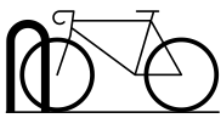


City of Ventura

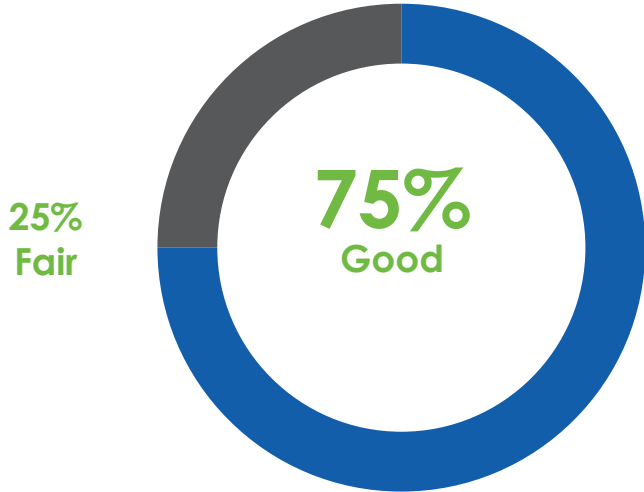
11%
Fair
28%
Like New



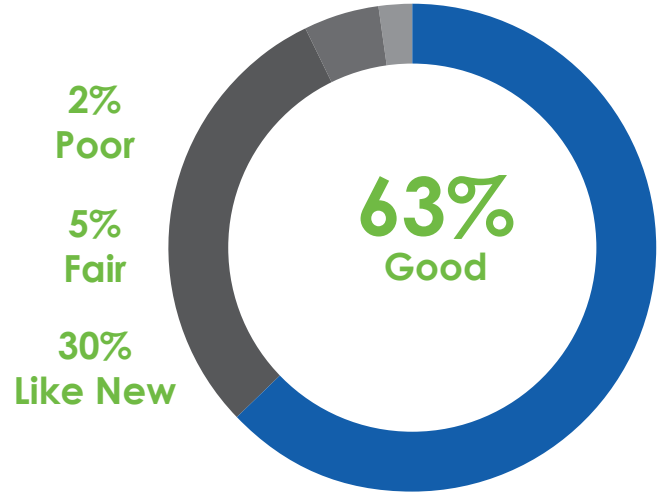
County of Ventura



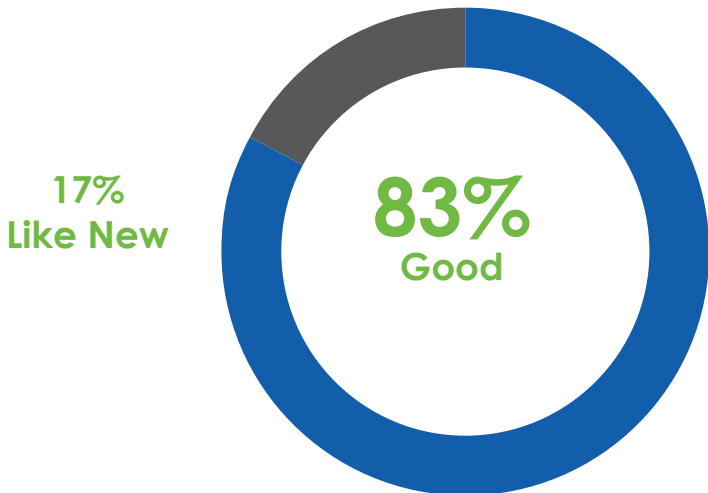
Bike Rack Conditions by Jurisdiction



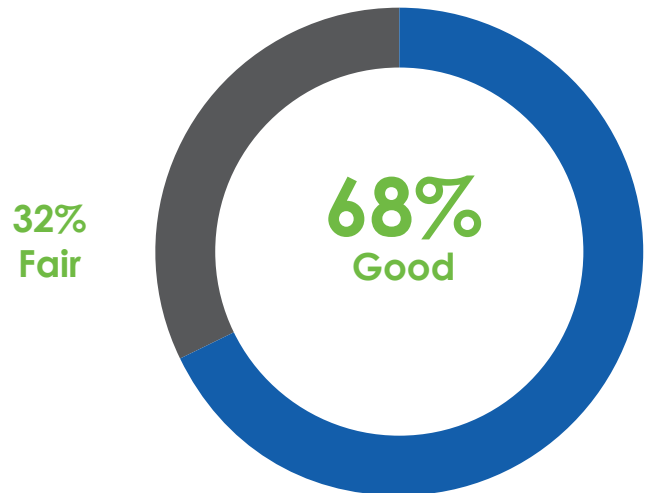
City of Ojai



City of Oxnard



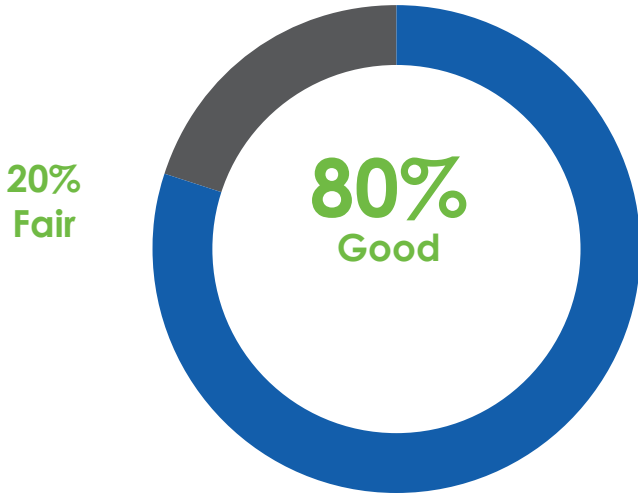
City of Port Hueneme



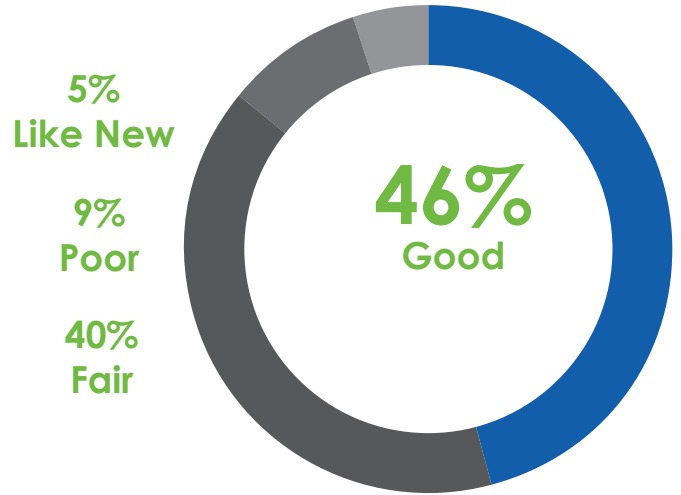
City of Ventura



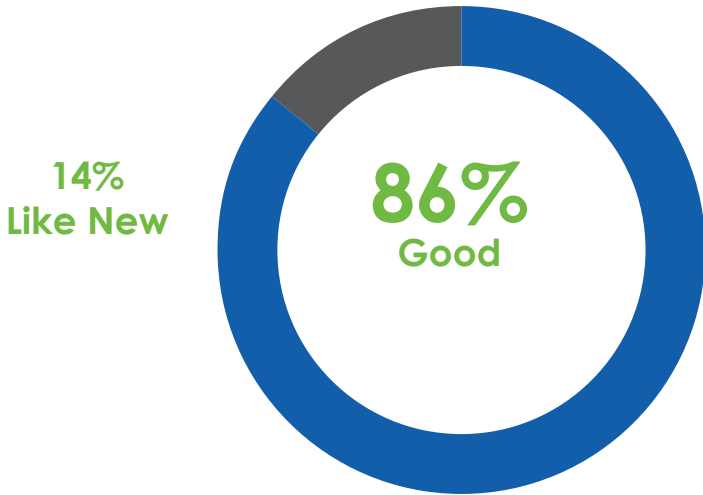
Trash Bin Conditions by Jurisdiction



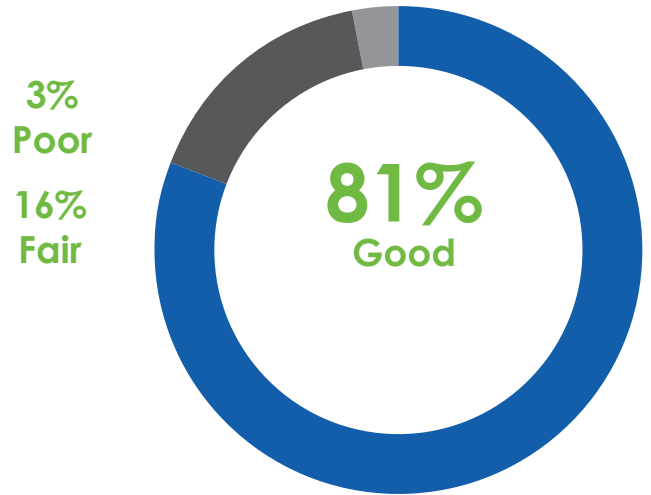
City of Ojai



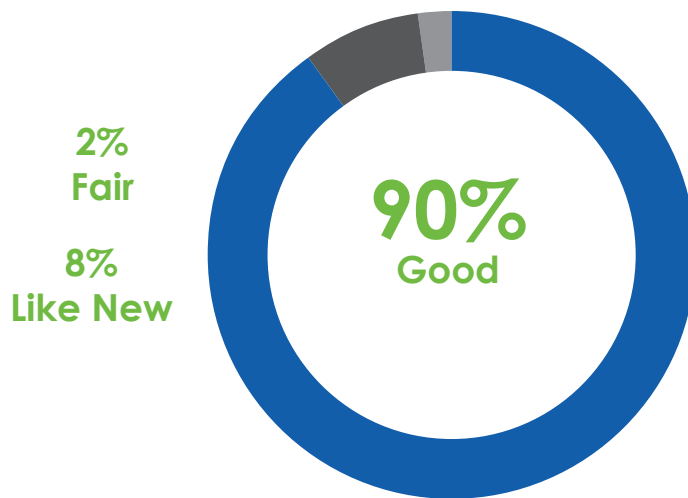
City of Oxnard



City of Port Hueneme



City of Ventura



County of Ventura