



AGENDA

REGULAR BOARD OF DIRECTORS MEETING WEDNESDAY, NOVEMBER 6, 2024 – 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/87665625883>

CALL TO ORDER

ROLL CALL

Chair – Mike Johnson, City of Ventura
Vice Chair – Martha McQueen-Legohn, City of Port Hueneme
Director – Matt LaVere, County of Ventura
Director – Rachel Lang, City of Ojai
Director – Bryan MacDonald, City of Oxnard

CEREMONIAL CALENDAR

- **Pledge of Allegiance**
- **Employee Recognition**

October

Juan De La Rosa, Facility Manager, 35 years
Jose Murillo, Mechanic III, 15 years

November

Robert Lucio, Mobility Management Coordinator, 10 years
April Morales, Operator, 10 years

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 participate in the meeting by logging into Zoom [HERE](#).

GOLD COAST TRANSIT DISTRICT

AGENDA REVIEW - Any changes to the agenda may be made at this time.

BOARD OF DIRECTORS' REPORTS

GENERAL MANAGER'S REPORT

1. [General Manager's Report – Vanessa Rauschenberger, General Manager](#)

CONSENT AGENDA

2. [Consider Approval of Minutes of September 4, 2024, Board of Directors Meeting](#)
3. [Receive & File Report of Expenditures for September - October 2024 – Angelica Salatan, Accounting Specialist](#)
4. [Receive & File Financial Report for August – September 2024 – Christine Feng, AGM/Chief Financial Officer](#)
5. [Receive & File Report of Contracts Awarded September – October 2024 – Tanya Hawk, Inventory & Asset Management Coordinator](#)
6. [Consider Approval of Capitalization Policy – Christine Feng, AGM/Chief Financial Officer](#)
7. [Consider Approval of Annual Required Update to Public Transportation Safety Plan \(PTASP\) Resolution 2024-10 – Alex Zaretsky, Director of Human Resources \(Chief Safety Officer\)](#)
8. [Consider Authorizing the General Manager to Sign MOU with the County of Ventura to Join Regional Radio System – Cynthia Torres Duque, Director of Planning and Marketing](#)

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.

9. [Receive Report from Auditor on Completion of FY 2023-24 Audited Financial Statements – Christine Feng, AGM/Chief Financial Officer & Paul J. Kaymark, Partner CPA, Nigro and Nigro, PC.](#)
10. [Receive Update on Hydrogen Station Project AND Consider Award of Contract for Design, Build, and Maintenance of Hydrogen Fuel Station to Clean Energy LLC – James Beck, Director of Operations and Maintenance & Marlena Kohler, Procurement Manager and DBE Officer](#)
11. [Receive Presentation on Draft Short Range Transit Plan Final Report and Provide Input to Staff – Austin Novstrup, Planning Manager and Gary Hewitt, Transportation Management & Design Consultant](#)

INFORMATIONAL ITEMS

12. [Receive and File FY 2024-25 1st Quarter Fixed Route & Demand Response Service Report – Austin Novstrup, Planning Manager & Robert Lucio, Mobility Management Coordinator](#)
13. [Receive Update on Operations & Maintenance Department – Jim Beck, Director of Operations & Maintenance](#)
14. [Future Agenda Items – Vanessa Rauschenberger, General Manager](#)

Gold Coast Transit District
Board of Directors Meeting
November 6, 2024

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The next regular meeting of the GCTD Board of Directors will be held on **DECEMBER 4, 2024, 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.

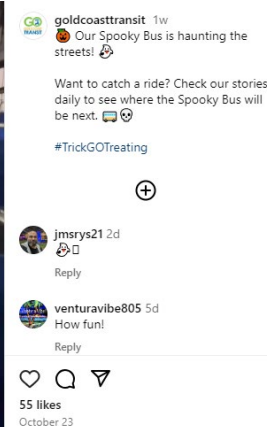
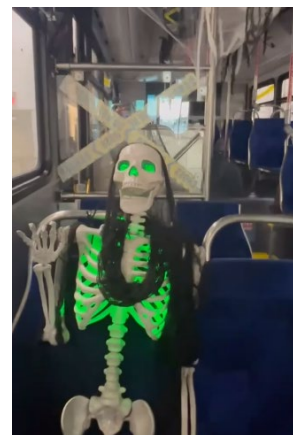
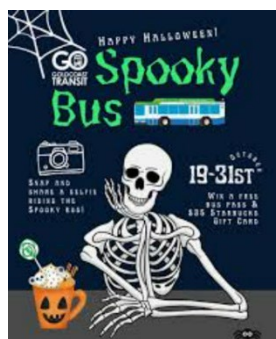
Date: November 6, 2024
From: Vanessa Rauschenberger, General Manager
Subject: General Manager's Monthly Report

Quarterly Safety Awards On September 19th, GCTD celebrated its quarterly Safety Awards Day by distributing safety awards to staff, including bus operators, maintenance personnel, and supervisors, who had exemplary driving records during the review period. This annual event featured a lunch for attendees and reinforced GCTD's commitment to safety in all aspects of its operations.



Health & Wellness Fair On September 24th, GCTD's Human Resources team hosted a Wellness Fair for employees. The event featured vendors from health plan providers, information on GCTD benefits, flu shots, and smoothies. A key highlight was the distribution of Benefit Guides, designed to educate employees about their options during Open Enrollment.

New! GCTD Spooky Bus Featuring our friend Skeli-ton, spooky tunes and Halloween decorations, and a chance to win a \$25 Starbucks card and a free bus pass! The Spooky Bus roamed the streets from October 19th to October 31st! Passengers who snapped a picture with Skeli-ton and use [#TrickGOTreating](#) are entered into the drawing and enjoy the spooky adventure.



Halloween at GCTD GCTD recently celebrated its fourth annual pumpkin patch, a cherished holiday tradition. This year's event was a vibrant success, transforming the courtyard lawn into a colorful display of pumpkins in various shapes and sizes. Employees enjoyed selecting their favorite pumpkins and capturing joyful moments, enchanting the festive atmosphere at work. The festivities continue with a pumpkin carving contest on October 31st, where staff can showcase their creativity and compete for fun. Winners will be announced on November 1st.

Collaborative Meetings & Outreach Activities

GCTD's staff from various departments actively coordinate and participate in multiple meetings and outreach events to spread awareness and to support GCTD's mission. Some of the outreach this month included **Fresh Air Fair, on Clean Air Day at Kellogg Park, Youth Justice Action Month Resource & Job Fair (YJAM), and Touch a Truck Events**, as well as the 1st ever **Government and Disability Summit**.

In addition, we conducted a **Day with Planners & Operations Department** to get feedback on the **Short Range Transit Plan** and future service changes.



Veterans RIDE FREE on Veterans' Day

GCTD will provide FREE rides to U.S. military veterans on Veterans' Day, as part of a countywide effort to honor local veterans. GCTD will join all the Ventura County bus operators, including VCTC, Camarillo Area Transit, the County of Ventura, Moorpark City Transit, Ojai Trolley, Simi Valley Transit, Thousand Oaks Transit, Valley Express, and Westlake Village Transit.



Staff Participating in Industry Fall Conferences

California Transit Association (CTA) 59th Annual Fall Conference will be held in San Jose CA Nov 20-22. This is the marquee event of the year for California transit agencies. GCTD staff attending will include Vanessa Rauschenberger, who will be presenting on a panel on Growing Ridership with Innovative Mobility Solutions for All, along with staff from Planning, Finance and Operations Departments, including two Bus Operators (raffle winners).



General Manager Activities & Meetings Attended

September 5 – Held "Coffee with the GM" and Met with Employees

September 5 – Joint Labor Meeting with Teamsters

September 5 – Meeting with 301 Property Consultant and DTSC to Review Site Assessment Plan

September 6 – CTA Executive Committee Meeting (1/2 day virtual)

September 10-11 – CA Special Districts Conference, Indian Wells, CA

September 12 – Meeting with County of Ventura IT to Discuss Radio Upgrade

September 17 – Meeting with SRTP Consultant to Review Draft Route Recommendations

September 19 – Quarterly Safety Awards Lunch Honoring GCTD Employees

September 23 – Meeting with Asm. Bennett Staff on Hydrogen Fuel Challenges/Opportunities

September 24 – GCTD All Day - Health & Wellness Fair

September 24 - 27 – 1st Annual Government & Disability Conference

September 29 – Early AM Greeting ACCESS Employees on 1st Day at GCTD

September 29 – Oct 1 Travel to Annual APTA Conference, Anaheim CA

October 3-9 - vacation

October 16 – GCTD Technical Advisory Committee Meeting

October 17 – Joint Labor Meeting with SEIU

October 20 – Youth Justice Action Month Resource & Job Fair (YJAM)

October 22 – Attended AI Conference Civic Alliance, Camarillo, CA

October 24 – Meeting and Confer with Teamsters on Facility Camera System Upgrades

October 28 – Meeting with Representatives from California CLASS

October 29 – Monthly "All Staff" Meeting

November 1 – VCTC Commission 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 Tik Tok! @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 #2

**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, SEPTEMBER 4, 2024 – 10:00 am
THIS MEETING WAS HELD IN PERSON & VIA ZOOM (HYBRID)**

CALL TO ORDER

Chair Johnson 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.

ROLL CALL

Chair – Mike Johnson, City of Ventura
Vice Chair – Martha McQueen-Legohn, City of Port Hueneme
Director – Matt LaVere, County of Ventura
Director – Rachel Lang, City of Ojai
Director – Brian MacDonald, City of Oxnard

STAFF PRESENT

Vanessa Rauschenberger, General Manager
Angie Delgado, Clerk of the Board
Christine Feng, CFO/Assistant General Manager
James Beck, Director of Operations & Maintenance
Cynthia Torres Duque, Director of Planning & Marketing
Lorne Henderson, Fleet Manager
Austin Novstrup, Planning Manager
Marlena Kohler, Procurement Manager & DBE Officer
Juan De La Rosa, Facilities Manager
Andrea Meza, Communications & Marketing Manager
Salvador Aguilar, Facility & Equipment Mechanic II
Cynthia Lopez, Customer Service Supervisor
Monica Gonzalez, Transit Planner
Martin Rodriguez, Transit Planner
Matt De La Rosa, IT Technician

CEREMONIAL CALENDAR

Chair Johnson led the pledge of allegiance.

EMPLOYEE RECOGNITION

Suzanne Chavez, Operations Supervisor, 30 years
Cynthia Lopez, Customer Service Supervisor, 20 years
Angelica Delgado, Clerk of the Board, 5 years
Nestor Lopez, Mechanic I, 5 years
Salvador Aguilar, Facility & Equipment Mechanic II, 5 years

The Board of Directors expressed their heartfelt thanks and sincere congratulations to the employees for their outstanding service and unwavering dedication.

GOLD COAST TRANSIT DISTRICT

GENERAL PUBLIC COMMENT

NONE

CLOSED SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS

Agency Designated Representative: GCTD General Manager / Director of Human Resources
Employee Organization: SEIU Local 721

RETURN TO OPEN SESSION

Counsel Haviva Shane stated there were no reportable actions after the closed session.

BOARD OF DIRECTORS REPORTS

Vice-Chair McQueen-Legohn announced that the City of Port Hueneme will host a festival that weekend, running from Saturday to Sunday. She warmly invited families to join the festivities.

GENERAL MANAGER'S REPORT

2. [General Manager's Report – Vanessa Rauschenberger, General Manager](#)

Ms. Rauschenberger announced several personnel updates at GCTD. Six new Bus Operators were welcomed, along with Dean Bowler as Controller and Jacqueline Evangelista as Payroll Coordinator. Henry Gonzales was congratulated on his promotion to Mechanic I. The Employees of the Quarter were also recognized: Francisco Ortiz (Bus Operator), Veronica Navarro (Finance & Grants Analyst), and Lee Judie (Maintenance Material Specialist).

In community engagement news, Ms. Rauschenberger announced that GCTD will be a sponsor of the State Government Disability Summit at the Crown Plaza in Ventura this year. Cynthia Duque, Director of Planning & Marketing, will present on Demand Response Services at the event. Additionally, GCTD is supporting the Ventura Art Walk by providing free bus passes for attendees.

Lastly, Ms. Rauschenberger informed that open enrollment is approaching, and a Health Wellness Fair will be organized for all GCTD employees by the Human Resources Department.

CONSENT AGENDA

3. [Consider Approval of Minutes of July 3, 2024, Board of Directors Meeting](#)
4. [Consider Approval of Resolution No. 2024-07, to Amend GCTD's Conflict of Interest Code – Angie Delgado, Clerk of the Board](#)
5. [Receive & File Report of Expenditures for June-Aug 2024 – Angelica Salatan, Accounting Specialist](#)
6. [Consider Acceptance of Budget vs Actual Financial Report \(6a\) May/June 2024 and \(6b\) July 2024 – Christine Feng, CFO/AGM](#)
7. [Consider Approval of Updated Job Description for Mobility Management Coordinator – Alex Zaretsky, Director of Human Resources](#)
8. [Consider Approval of STA/SGR Project's List for FY 2024/25 and Claim for Grant Funds Resolution 2024-08 – Austin Novstrup, Planning Manager](#)
9. [Consider Authorizing the General Manager to Purchase Bus Stop Amenities – Marlena Kohler, Purchasing Manager & DBE Officer and Cynthia Duque, Director of Planning & Marketing](#)
10. [Consider Authorizing General Manager to Award a Contract to Model 1 Commercial Sales \(formerly Creative Bus Sales\) for the Purchase of Four \(4\) Replacement Vehicles for GCTD's GO ACCESS Fleet – Marlena Kohler, Procurement Manager & Lorne Henderson, Fleet Manager](#)
11. [Receive & File Report of Contracts Awarded June -August– Tanya Hawk, Inventory & Asset Management Coordinator](#)

Director LaVere moved to approve Consent Agenda Items 1 through 11. Vice Chair McQueen-Legohn seconded the motion.

The motion passed unanimously.

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 request by email to the Clerk of the Board before 9 am on the day of the Board Meeting.

12. Consider Adoption of Resolution Number 2024-09, Approving the Memorandum of Understanding (MOU) between Gold Coast Transit District and SEIU Local 721 (Bus Operator, Administrative, and Mechanical Units) – Vanessa Rauschenberger, General Manager & Alex Zaretsky, Director of Human Resources

Mr. Zaretsky stated that Gold Coast Transit District (GCTD) has reached a new agreement with SEIU Local 721 for its three bargaining units (Bus Operator, Administrative, and Mechanical). The tentative agreement, effective from July 1, 2024, to June 30, 2027, was reached on August 12th, 2024, after negotiations that began on April 8th. The new Memorandum of Understanding (MOU) includes market adjustments, annual Cost of Living Adjustments (COLA) of 4.00%, 4.50%, and 3.75% over the three years, as well as improvements in vacation accrual, sick time, bilingual pay, and the addition of a new holiday. SEIU 721 members ratified the contract on August 20-21, 2024, and it is now recommended for adoption by the Board through Resolution 2024-09

Director LaVere stated his acknowledgment of appreciation for the item and thanked everyone for working together.

Chair Johnson inquired about the quarterly planning advisory committee for bus operators. Ms. Rauschenberger explained that the committee would include both bus operators and staff members. The collaborative group aims to create schedules that benefit the public and the district while also incorporating valuable input from employees. Chair Johnson thanked Mr. Zaretsky and Ms. Rauschenberger.

Director McDonald moved to approve Consider Adoption of Resolution Number 2024-09, Approving the Memorandum of Understand (MOU) between Gold Coast Transit District and SEIU Local 721 (Bus Operator, Administrative, and Mechanical Units). Director LaVere seconded the motion.

The motion passed unanimously.

13. Consider Approval of Update GCTD's Personnel Rules Section 7: Bilingual Pay, Section 12: Paid Sick Leave, and Section 11B & G: Vacation Leave- Alex Zaretsky, Director of Human Resources

Mr. Zaretsky stated that the GCTD staff recommends that the Board consider approving updates to GCTD's Personnel Rules. The updates aim to incorporate recently approved Memorandum of Understanding (MOU) policies into three sections that apply to both represented and non-represented personnel. The sections to be updated included Bilingual, Pay, Paid Sick Leave, and Vacation, as outlined in the red-lined document provided to the board. If approved, the updates would take effect on July 1, 2024. The revision ensures consistency in policies across all employee groups and aligns the Personnel Rules with current labor agreements.

Vice-Chair McQueen-Legohn moved to approve Consider Approval of Update GCTD's Personnel Rules Section 7: Bilingual Pay, Section 12: Paid Sick Leave, and Section 11B & G: Vacation Leave. Director LaVere seconded the motion.

The motion passed unanimously.

14. [Consider Authorizing the General Manager to Purchase Nine \(9\) 40-Ft Low Floor CNG Replacement Buses from Gillig LLC](#) –Marlena Kohler, Purchasing Manager & DBE Officer, and Jim Beck, Director of Operations & Maintenance

Ms. Kohler stated that GCTD staff recommends awarding a contract to Gillig, LLC for the purchase of nine 40-foot Low Floor CNG Replacement Buses. This procurement addresses the need to replace nine aging buses in GCTD's fixed-route fleet that are approaching their FTA minimum useful life expectancy of 12 years, with an average mileage of 625,000. The total cost for the nine Gillig buses, including a 5% contingency for minimal specification adjustments, is \$7,207,402, which covers tax, license, and registration fees. The purchase will be made through the Washington State Department of Transportation (WSDOT) Cooperative Purchasing Agreement, which GCTD staff identified as meeting the agency's requirements after conducting research with various bus manufacturers. The WSDOT contract with Gillig LLC, awarded in April 2021 for a five-year term, provides for transit buses and related equipment, along with necessary warranty, maintenance, and repair services.

Director MacDonald asked about the turnaround time. Ms. Kohler stated it would take fifteen to eighteen months.

Vice-Chair McQueen-Legohn asked for clarification on the funding sources for the bus purchases. Ms. Rauschenberger confirmed that the majority of the funding comes from a federal Congestion Mitigation and Air Quality (CMAQ) grant, which covers 88.53% of the cost. However, 11.47% comes from a non-federal source. GCTD Typically receives an annual allocation from State Transit Assistance (STA) / State of Good Repair (SGR) programs, which will be used to provide the required matching fund for the project.

Director LaVere moved to approve the Authorization for the General Manager to Purchase Nine (9) 40-FT Low-Floor CNG Replacement Buses from Gillig LLC. Vice-Chair McQueen-Legohn seconded the motion.

The motion passed unanimously.

INFORMATIONAL ITEMS

15. [Receive FY 2023-24 4th Quarter and Year End Fixed Route & Demand Response Services Report](#) – Austin Novstrup, Planning Manager & Robert Lucio, Mobility Management Coordinator

The report was filed and received.

16. [Receive Update on Transition of Paratransit Services](#)– Jim Beck, Director of Operations & Maintenance

The report was filed and received.

17. [Receive Update on Operations & Maintenance Department](#) – Jim Beck, Director of Operations & Maintenance

The report was filed and received.

18. [Future Agenda Items](#) – Vanessa Rauschenberger, General Manager

The report was filed and received.

There being no further business, Vice-Chair Johnson adjourned the Board of Directors meeting at 11:34 am

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

Vanessa Rauschenberger
Secretary of the Board of Directors

Chair Mike Johnson
Board of Directors

Unless otherwise determined by the Board of Directors, the GCTD Board of Directors' next meeting will be **November 6, 2024, 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 #3a

DATE November 6,2024
TO GCTD Board of Directors
FROM Angelica Salatan, Accounting Specialist AP *a S*
SUBJECT Consider the Approval of Expenditures for the Month of September 2024

Attached is a list of expenditures for the month of September 2024 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 – September 2024

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

Vendor	Date	Amount	TypeOfGoods
AMERICAN MADE CLEAN INC	05-Sep-24	\$525.00	SERVICES
AGRITEC INTERNATIONAL LTD.	05-Sep-24	\$29.80	HAZ MAT DISPOSAL SERVICES
DANIELS TIRE SERVICE	05-Sep-24	\$2,937.58	TIRES/SERVICES
EDISON CO.	05-Sep-24	\$31,948.14	ELECTRICAL POWER
FEDERAL EXPRESS CORP.	05-Sep-24	\$180.81	MAIL SERVICES
FORTRESS ARMORED SERVICES COMPANY	05-Sep-24	\$2,270.83	ARMORED CAR SERVICES
GILLIG LLC	05-Sep-24	\$18,217.61	PARTS
HOERBIGER SERVICE INC.	05-Sep-24	\$4,896.48	GEMINI COMPRESSOR PRTS
MOBILE CREATE USA, INC.	05-Sep-24	\$677.35	2 WAY RADIO EQUIPMENT/SERVICE
CITY OF OXNARD	05-Sep-24	\$4,587.24	UTILITIES/TRASH
RAYNE WATER CONDITIONING	05-Sep-24	\$297.70	WATER COOLER BREAK ROOM
RED WING SHOE STORE	05-Sep-24	\$200.55	SAFETY SHOES
MARTIN RODRIGUEZ	05-Sep-24	\$516.96	EXPENSE REIMBURSEMENT
RUBBER NECK SIGNS	05-Sep-24	\$1,766.37	SERVICES
STAPLES ADVANTAGE	05-Sep-24	\$1,725.97	OFFICE SUPPLIES
DEPT OF TOXIC SUBSTANCES CONTROL	05-Sep-24	\$2,112.83	FILING FEE
TST PRIVATE SECURITY	05-Sep-24	\$5,857.76	SECURITY SERVICES
UnCOMPLICATE HR INC	05-Sep-24	\$3,080.00	HR CONSULTANT
COUNTY OF VENTURA - IT SVCS. DEPT.	05-Sep-24	\$71.68	REPEATER SITE RENTAL
REDACTED	12-Sep-24	\$5,100.00	CLAIM SETTLEMENT
AFFORDABLE TABLES AND CHAIRS	12-Sep-24	\$682.00	RENTAL FEES
ASSURANT EMPLOYEE BENEFITS	12-Sep-24	\$1,023.08	DENTAL PREMIUMS
BECNEL UNIFORMS	12-Sep-24	\$713.39	UNIFORMS
LOS ANGELES TRUCK CENTERS, LLC	12-Sep-24	\$3,097.72	PARTS/SERVICE
CALIFORNIA HOSE, INC	12-Sep-24	\$55.31	PARTS
CALTIP	12-Sep-24	\$9,501.63	LIABILITY INSURANCE
CITI CARDS	12-Sep-24	\$699.19	OFFICE SUPPLIES
CLEAN ENERGY	12-Sep-24	\$27,142.76	REPAIRS
COASTAL OCCUPATIONAL MEDICAL GROUP	12-Sep-24	\$8,425.00	PHYSICALS/DRUG SCREENS
COMPUWAVE, INC.	12-Sep-24	\$19,447.42	LAPTOPS
LYNETTE COVERLY	12-Sep-24	\$2,914.00	PROFESSIONAL SERVICES
BENEFIT COORDINATORS CORP.	12-Sep-24	\$10,336.30	DENTAL PREMIUMS
DANIELS TIRE SERVICE	12-Sep-24	\$549.52	TIRES/SERVICES
FLUID NETWORKS	12-Sep-24	\$55.80	SERVICES
FRONTIER COMMUNICATIONS	12-Sep-24	\$1,317.98	INTERNET PRVDER - PTSIT CNTOR
GILLIG LLC	12-Sep-24	\$137.11	PARTS
IML SECURITY SUPPLY	12-Sep-24	\$114.46	MAINTENANCE SUPPLIES
IRON MOUNTAIN, INC.	12-Sep-24	\$274.49	SHREDING SERVICES
ISSQUARED, INC.	12-Sep-24	\$1,102.00	PALO ALTO NETWORKS
KIMBALL MIDWEST	12-Sep-24	\$332.01	PARTS
LAW OFFICES OF SCOTT SCHWARTZ	12-Sep-24	\$900.00	LEGAL SERVICES
LOWE'S	12-Sep-24	\$260.61	SUPPLIES
MACVALLEY OIL COMPANY	12-Sep-24	\$856.44	FUEL
MISSION LINEN SUPPLY	12-Sep-24	\$471.03	MAINTENANCE UNIFORMS
THE AFTERMARKET PARTS COMPANY, LLC	12-Sep-24	\$3,573.28	PARTS/BUSES
VENTURA COUNTY AUTO SUPPLY	12-Sep-24	\$50.95	PARTS

PLATINUM TOW AND TRANSPORT INC.	12-Sep-24	\$877.00 TOWING SERVICES
PROFORMA	12-Sep-24	\$1,300.36 ADVERTISING SERVICES
RED WING SHOE STORE	12-Sep-24	\$246.13 SAFETY SHOES
SAFETY VISION	12-Sep-24	\$621.00 BUS SECURITY CAMERA
STAPLES ADVANTAGE	12-Sep-24	\$1,227.13 OFFICE SUPPLIES
SUPERIOR SANITARY SUPPLIES	12-Sep-24	\$972.45 SUPPLIES
GREG'S PETROLEUM SERVICE, INC	12-Sep-24	\$7,624.55 OIL SUPPLIER
U.S. BANK	12-Sep-24	\$19,146.51 CALCARD PAYMENT
VERIZON	12-Sep-24	\$1,650.83 PHONE SRVC - CSC
TEAMSTERS LOCAL 186	12-Sep-24	\$1,629.00 PAYROLL DEDUCTION
AFFORDABLE AUTO GLASS	19-Sep-24	\$500.00 AUTO GLASS REPAIR
BEST BEST & KRIEGER LLP	19-Sep-24	\$16,530.00 GENERAL COUNSEL SERVICE
BECNEL UNIFORMS	19-Sep-24	\$124.55 UNIFORMS
JAMES BECK	19-Sep-24	\$352.13 EXPENSE REIMBURSEMENT
LOS ANGELES TRUCK CENTERS, LLC	19-Sep-24	\$5,132.46 PARTS/SERVICE
CALIFORNIA HOSE, INC	19-Sep-24	\$4.03 PARTS
CANON FINANCIAL SERVICES INC	19-Sep-24	\$812.70 PRINTING SERVICES
COAST TO COAST COMPUTER PRODUCTS	19-Sep-24	\$777.86 OFFICE SUPPLIES
WESCO DISTRIBUTION, INC.	19-Sep-24	\$845.04 SAFETY MATERIALS
CUMMINS PACIFIC LLC	19-Sep-24	\$12,424.30 PARTS
FEDERAL EXPRESS CORP.	19-Sep-24	\$15.85 MAIL SERVICES
FRONTIER COMMUNICATIONS	19-Sep-24	\$745.41 INTERNET PRVDER - PTSIT CNTOR
THE GAS COMPANY	19-Sep-24	\$44,001.48 NATURAL GAS
GILLIG LLC	19-Sep-24	\$1,207.29 PARTS
GMH INC	19-Sep-24	\$660.00 HVAC
GRAINGER	19-Sep-24	\$46.87 MISC. PARTS/SUPPLIES
THE HANOVER INSURANCE GROUP	19-Sep-24	\$15.00 COMMERCIAL PROPERTY INSURANCE
INTERSTATE BATTERIES	19-Sep-24	\$520.45 BATTERIES
KIMBALL MIDWEST	19-Sep-24	\$5,597.26 PARTS
LAW OFFICE OF GARRY M. TETALMAN	19-Sep-24	\$60,750.00 CLAIM SETTLEMENT
CHIHARU ENDO	19-Sep-24	\$361.28 EXP REIMBURSEMENT
LORI'S MOBILE NOTARY	19-Sep-24	\$1,016.00 NOTARY SERVICES
MISSION LINEN SUPPLY	19-Sep-24	\$946.80 MAINTENANCE UNIFORMS
MV TRANSPORTATION, INC.	19-Sep-24	\$413,878.43 GCT ACCESS SERVICE
THE AFTERMARKET PARTS COMPANY, LLC	19-Sep-24	\$4,674.56 PARTS/BUSES
VENTURA COUNTY AUTO SUPPLY	19-Sep-24	\$94.87 PARTS
O'Hagan Meyer LLP	19-Sep-24	\$57.00 LEGAL SERVICES
PARKHOUSE TIRE, INC.	19-Sep-24	\$440.78 TIRES
PROFORMA	19-Sep-24	\$931.36 ADVERTISING SERVICES
VANESSA RAUSCHENBERGER	19-Sep-24	\$941.32 EXPENSE REIMBURSEMENT
RINGLEADER, INC	19-Sep-24	\$376.44 TELEPHONE/LONG DISTANCE SRVC
RUBBER NECK SIGNS	19-Sep-24	\$1,422.16 SERVICES
SERVICE-PRO FIRE PROTECTION, INC.	19-Sep-24	\$723.01 SERVICES
GENFARE LLC	19-Sep-24	\$318.61 PARTS
SUPERIOR SANITARY SUPPLIES	19-Sep-24	\$1,852.86 SUPPLIES
TRANSPORTATION MANAGEMENT & DESIGN INC	19-Sep-24	\$10,878.31 SHORT RANGE TRANSIT PLAN
MICHAEL JOHNSON	26-Sep-24	\$222.00 PER DIEM

MARTHA MCQUEEN-LEGOHN	26-Sep-24	\$222.00 PER DIEM
ASWELL TROPHY	26-Sep-24	\$353.97 AWARDS
BECNEL UNIFORMS	26-Sep-24	\$400.40 UNIFORMS
JAMES BECK	26-Sep-24	\$222.00 EXPENSE REIMBURSEMENT
LOS ANGELES TRUCK CENTERS, LLC	26-Sep-24	\$3,920.97 PARTS/SERVICE
CALTIP	26-Sep-24	\$383,371.28 LIABILITY INSURANCE
CENTER FOR TRANSPORTATION AND THE ENVIR	26-Sep-24	\$37,000.00 MEMBERSHIP DUES
CLEAN ENERGY	26-Sep-24	\$30,268.95 REPAIRS
COASTAL OCCUPATIONAL MEDICAL GROUP	26-Sep-24	\$2,650.00 PHYSICALS/DRUG SCREENS
PUBLIC RISK INNOVATION SOLUTIONS & MANAG	26-Sep-24	\$1,835.40 WORKER'S COMP/EAP PROVIDER
CUMMINS PACIFIC LLC	26-Sep-24	\$8,258.15 PARTS
WEX HEALTH, INC.	26-Sep-24	\$255.00 FSA ADMINISTRATION FEE
DYER SHEEHAN GROUP, INC.	26-Sep-24	\$963.75 301 REDEVELOPMENT CONSULTING
FEDERAL EXPRESS CORP.	26-Sep-24	\$31.36 MAIL SERVICES
CHRISTINE FENG	26-Sep-24	\$222.00 EMPLOYEE REIMBURSEMENT
REDACTED	26-Sep-24	\$67,500.00 CLAIM SETTLEMENT
THE GAS COMPANY	26-Sep-24	\$428.09 NATURAL GAS
GILLIG LLC	26-Sep-24	\$3,610.96 PARTS
LIFT-U-INC.	26-Sep-24	\$76.15 WHEEL CHAIR PARTS
MACVALLEY OIL COMPANY	26-Sep-24	\$821.93 FUEL
THE AFTERMARKET PARTS COMPANY, LLC	26-Sep-24	\$7,214.92 PARTS/BUSES
OpenGov Inc	26-Sep-24	\$12,220.00 PROCUREMENT SOFTWARE
CITY OF OXNARD	26-Sep-24	\$1,961.47 UTILITIES/TRASH
VANESSA RAUSCHENBERGER	26-Sep-24	\$222.00 EXPENSE REIMBURSEMENT
ACCOMTEMPS A ROBERT HALF COMPANY	26-Sep-24	\$2,336.51 TEMPORARY HELP
JUAN DE LA ROSA	26-Sep-24	\$30.00 EXPENSE REIMBURSEMENT
SAFEGUARD BUSINESS SYSTEMS, INC.	26-Sep-24	\$1,234.00 SUPPLIES
SAFETY VISION	26-Sep-24	\$895.66 BUS SECURITY CAMERA
STAPLES ADVANTAGE	26-Sep-24	\$339.09 OFFICE SUPPLIES
TELCOM COMMUNICATION	26-Sep-24	\$382.78 RADIO REPAIRS
TOTAL		<u><u>\$1,375,776.36</u></u>



Item #3b

DATE November 6, 2024
TO GCTD Board of Directors
FROM Angelica Salatan, Accounting Specialist AP *AS*
SUBJECT Consider the Approval of Expenditures for the Month of October 2024

Attached is a list of expenditures for the month of October 2024 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 – October 2024

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

Vendor	Date	Amount	TypeOfGoods
PARTS AUTHORITY LLC	03-Oct-24	\$4,821.31	PARTS
CATTLIDGE, WILL	03-Oct-24	\$24.00	EMPLOYEE REIMBURSEMENT
CREATIVE BUS SALES	03-Oct-24	\$784.60	PARATRANSIT BUS/VANS
PUBLIC RISK INNOVATION SOLUTIONS & MANAG	03-Oct-24	\$313,367.06	WORKER'S COMP/EAP PROVIDER
EDISON CO.	03-Oct-24	\$31,121.98	ELECTRICAL POWER
FORTRESS ARMORED SERVICES COMPANY	03-Oct-24	\$1,987.39	ARMORED CAR SERVICES
GILLIG LLC	03-Oct-24	\$471.44	PARTS
IRON MOUNTAIN, INC.	03-Oct-24	\$538.59	SHREDING SERVICES
JOHNSON CONTROLS INC	03-Oct-24	\$11,087.26	HVAC
DAVID R. LIDREN	03-Oct-24	\$1,210.00	EMPLOYEE EVENTS
MISSION LINEN SUPPLY	03-Oct-24	\$942.06	MAINTENANCE UNIFORMS
MOBILE CREATE USA, INC.	03-Oct-24	\$677.35	2 WAY RADIO EQUIPMENT/SERVICE
THE AFTERMARKET PARTS COMPANY, LLC	03-Oct-24	\$1,095.31	PARTS
CITY OF OXNARD	03-Oct-24	\$4,112.61	UTILITIES/TRASH
RAYNE WATER CONDITIONING	03-Oct-24	\$297.99	WATER COOLER BREAK ROOM
RED WING SHOE STORE	03-Oct-24	\$462.01	SAFETY SHOES
SUPERIOR SANITARY SUPPLIES	03-Oct-24	\$1,418.15	JANITORIAL SUPPLIES
SUPERIOR PRINTING & GRAPHICS, INC	03-Oct-24	\$1,708.13	ANNUAL REPORT BROCHURES
TST PRIVATE SECURITY	03-Oct-24	\$6,330.16	SECURITY SERVICES
UnCOMplicate HR INC	03-Oct-24	\$1,400.00	HR CONSULTANT
COUNTY OF VENTURA - IT SVCS. DEPT.	03-Oct-24	\$261.50	COUNTY IT/RADIO CONTRACT
PARTS AUTHORITY LLC	10-Oct-24	\$3,263.74	PARTS
AMERICAN MADE CLEAN INC	10-Oct-24	\$525.00	SERVICES
BEST BEST & KRIEGER LLP	10-Oct-24	\$23,452.00	GENERAL COUNSEL SERVICE
LOS ANGELES TRUCK CENTERS, LLC	10-Oct-24	\$1,148.48	PARTS
CALIFORNIA HOSE, INC	10-Oct-24	\$2,550.99	PARTS
CENTER FOR TRANSPORTATION AND THE ENVIRO	10-Oct-24	\$3,500.00	Fuel Cell Electric Bus Project
CITI CARDS	10-Oct-24	\$1,805.37	OFFICE SUPPLIES
AGRITEC INTERNATIONAL LTD.	10-Oct-24	\$7.45	HAZ MAT DISPOSAL SERVICES
RUDOLPHO COBOS	10-Oct-24	\$2,570.00	FIRE SUPPRESSION
CREATIVE BUS SALES	10-Oct-24	\$1,817.33	PARATRANSIT BUS/VANS
CUMMINS PACIFIC LLC	10-Oct-24	\$9,715.90	PARTS
R.M. CURTIS - WELDING	10-Oct-24	\$120.00	WELDING SERVICES
DANIELS TIRE SERVICE	10-Oct-24	\$571.15	TIRES/SERVICES
CHRISTINE FENG	10-Oct-24	\$221.48	EXPENSE REIMBURSEMENT
FLOYD SKEREN MANUKIAN LANGEVIN LLP	10-Oct-24	\$4,925.50	LEGAL SERVICES
FLUID NETWORKS	10-Oct-24	\$55.80	SERVICES
FRONTIER COMMUNICATIONS	10-Oct-24	\$957.95	INTERNET PRVDER - PTSIT CNTOR
GILLIG LLC	10-Oct-24	\$13.81	PARTS
GRAINGER	10-Oct-24	\$65.35	MISC. PARTS/SUPPLIES
J N DESIGNS	10-Oct-24	\$491.63	PRINTING/GRAPHICS SERV
KIMBALL MIDWEST	10-Oct-24	\$5,629.22	PARTS
LIFT OFF, LLC	10-Oct-24	\$28.00	IT SOFTWARE
LOWE'S	10-Oct-24	\$458.43	SUPPLIES
MACVALLEY OIL COMPANY	10-Oct-24	\$1,416.70	FUEL
THE AFTERMARKET PARTS COMPANY, LLC	10-Oct-24	\$309.42	PARTS
FIRST CALL AUTO PARTS	10-Oct-24	\$60.60	PARTS
VENTURA COUNTY AUTO SUPPLY	10-Oct-24	\$649.02	PARTS
O'Hagan Meyer LLP	10-Oct-24	\$114.00	LEGAL SERVICES

RED WING SHOE STORE	10-Oct-24	\$534.61 SAFETY SHOES
ACCONTEMPS A ROBERT HALF COMPANY	10-Oct-24	\$3,009.25 TEMPORARY HELP
JUAN DE LA ROSA	10-Oct-24	\$30.00 EXPENSE REIMBURSEMENT
SAFEGUARD BUSINESS SYSTEMS, INC.	10-Oct-24	\$260.99 SUPPLIES
SERVICE-PRO FIRE PROTECTION, INC.	10-Oct-24	\$804.05 SERVICES
SITEONE LANDSCAPE SUPPLY, LLC	10-Oct-24	\$770.52 MAINTENANCE SUPPLIES
STAPLES ADVANTAGE	10-Oct-24	\$160.92 OFFICE SUPPLIES
SUPERIOR PRINTING & GRAPHICS, INC	10-Oct-24	\$1,544.24 ANNUAL REPORT BROCHURES
TEAMSTERS LOCAL 186	10-Oct-24	\$1,615.00 PAYROLL DEDUCTION
GREG'S PETROLEUM SERVICE, INC	10-Oct-24	\$3,427.41 OIL SUPPLIER
VENTURA FEED & PET SUPPLIES, INC.	10-Oct-24	\$1,962.88 SAFETY SHOES
ULINE SHIPPING SUPPLIES SPECIALISTS	10-Oct-24	\$91.40 SUPPLIES
UNITED WAY OF VENTURA CO.	10-Oct-24	\$72.00 P/R DEDUCTION
URBAN TRANSPORTATION	10-Oct-24	\$3,386.75 AUTO PASSENGER COUNT SYST
VENTURA COUNTY TRANSPORTATION COMMISSION	10-Oct-24	\$3,808.00 SMARTCARD SLS
VERIZON	10-Oct-24	\$3,486.21 PHONE SRVC - CSC
PARTS AUTHORITY LLC	17-Oct-24	\$4,174.48 PARTS
SALVADOR AGUILAR	17-Oct-24	\$17.96 PARTS
AMERICAN PLASTICS CORP	17-Oct-24	\$2,212.03 SUPPLIES
ASSURANT EMPLOYEE BENEFITS	17-Oct-24	\$1,167.64 DENTAL PREMIUMS
CALTIP	17-Oct-24	\$13,252.33 LIABILITY INSURANCE
CANON FINANCIAL SERVICES INC	17-Oct-24	\$905.16 PRINTING SERVICES
CREATIVE BUS SALES	17-Oct-24	\$38.34 PARATRANSIT BUS/VANS
BENEFIT COORDINATORS CORP.	17-Oct-24	\$10,452.20 DENTAL PREMIUMS
CUMMINS PACIFIC LLC	17-Oct-24	\$536.20 PARTS
DANIELS TIRE SERVICE	17-Oct-24	\$6,276.64 TIRES/SERVICES
ANGELICA DELGADO	17-Oct-24	\$501.42 EMPLOYEE REIMBURSEMENT
ECOLANE	17-Oct-24	\$1,250.00 PARATRANSIT SCHEDULING SOFT
FRONTIER COMMUNICATIONS	17-Oct-24	\$593.61 INTERNET PRVDER - PTSIT CNTOR
THE GAS COMPANY	17-Oct-24	\$42,610.70 NATURAL GAS
KIMBALL MIDWEST	17-Oct-24	\$2,150.67 PARTS
THE AFTERMARKET PARTS COMPANY, LLC	17-Oct-24	\$8.14 PARTS
FLEETPRIDE	17-Oct-24	\$86.89 REPAIR PARTS
FIRST CALL AUTO PARTS	17-Oct-24	\$168.88 PARTS
VENTURA COUNTY AUTO SUPPLY	17-Oct-24	\$16.62 PARTS
MARTIN RODRIGUEZ	17-Oct-24	\$962.66 EXPENSE REIMBURSEMENT
TELENET VOIP, INC.	17-Oct-24	\$270.00 MONITORING
GREG'S PETROLEUM SERVICE, INC	17-Oct-24	\$3,674.69 OIL SUPPLIER
U.S. BANK	17-Oct-24	\$15,293.53 CALCARD PAYMENT
PARTS AUTHORITY LLC	24-Oct-24	\$958.11 PARTS
AFFORDABLE AUTO GLASS	24-Oct-24	\$1,186.98 AUTO GLASS REPAIR
AMERICAN AUTOMATIC DOORS, INC.	24-Oct-24	\$151.00 REPAIRS
LOS ANGELES TRUCK CENTERS, LLC	24-Oct-24	\$2,212.69 PARTS
CALIFORNIA HOSE, INC	24-Oct-24	\$417.88 PARTS
LYNETTE COVERLY	24-Oct-24	\$3,255.00 PROFESSIONAL SERVICES
CREATIVE BUS SALES	24-Oct-24	\$998.82 PARATRANSIT BUS/VANS
R.M. CURTIS - WELDING	24-Oct-24	\$140.00 WELDING SERVICES
GILLIG LLC	24-Oct-24	\$12,435.04 PARTS
GMH INC	24-Oct-24	\$680.00 HVAC

TERRY MEYER	24-Oct-24	\$599.50 ELECTRICIAN
NATURAL GREEN LANDSCAPE INC.	24-Oct-24	\$8,960.00 FAC. TREE PRUNING
THE AFTERMARKET PARTS COMPANY, LLC	24-Oct-24	\$5,823.84 PARTS
VENTURA COUNTY AUTO SUPPLY	24-Oct-24	\$261.04 PARTS
CITY OF OXNARD	24-Oct-24	\$2,013.19 MONTHLY RENT OTC
PITNEY BOWES INC	24-Oct-24	\$114.71 POSTAGE MACH
PLATINUM TOW AND TRANSPORT INC.	24-Oct-24	\$1,392.50 TOWING SERVICES
RED WING SHOE STORE	24-Oct-24	\$438.09 SAFETY SHOES
RINGLEADER, INC	24-Oct-24	\$1,570.00 TELEPHONE/LONG DISTANCE SRVC
RUBBER NECK SIGNS	24-Oct-24	\$848.06 SERVICES
SUPERIOR SANITARY SUPPLIES	24-Oct-24	\$470.29 JANITORIAL SUPPLIES
THE DETAIL SHOP INC	24-Oct-24	\$181.29 SUPPLIES
TRANSPORTATION SAFETY	24-Oct-24	\$1,740.00 TRAINING FEES
TRANSPORTATION MANAGEMENT & DESIGN INC	24-Oct-24	\$29,976.52 Comnty Transp Needs Assessment
VALLEY POWER SYSTEMS, INC.	24-Oct-24	\$1,706.66 REPAIR PARTS/SERVICE
VOGUE SIGN COMPANY	24-Oct-24	\$54.63 BUS DECALS
ACCONTEMPS A ROBERT HALF COMPANY	24-Oct-24	\$25,162.12 TEMPORARY HELP
TELCOM COMMUNICATION	24-Oct-24	\$908.91 RADIO REPAIRS
PARTS AUTHORITY LLC	31-Oct-24	\$25.01 PARTS
FRN of Tulsa,LLC	31-Oct-24	\$6,224.47 PARTS
CALIFORNIA HOSE, INC	31-Oct-24	\$300.23 PARTS
CENTER FOR TRANSPORTATION AND THE ENVIRO	31-Oct-24	\$6,000.00 Fuel Cell Electric Bus Project
CLEAN ENERGY	31-Oct-24	\$17,765.35 REPAIRS
COMPUWAVE, INC.	31-Oct-24	\$3,849.82 LAPTOPS
CREATIVE BUS SALES	31-Oct-24	\$1,297.54 PARATRANSIT BUS/VANS
CUMMINS PACIFIC LLC	31-Oct-24	\$8,344.28 PARTS
DYER SHEEHAN GROUP, INC.	31-Oct-24	\$513.75 301 REDEVELOPMENT CONSULTING
EDISON CO.	31-Oct-24	\$27,217.86 ELECTRICAL POWER
THE GAS COMPANY	31-Oct-24	\$451.93 NATURAL GAS
GILLIG LLC	31-Oct-24	\$2,595.82 PARTS
GMH INC	31-Oct-24	\$1,209.78 HVAC
J-W POWER COMPANY	31-Oct-24	\$5,963.42 MAINTENANCE SUPPLIES
MACVALLEY OIL COMPANY	31-Oct-24	\$6,626.00 FUEL
MISSION LINEN SUPPLY	31-Oct-24	\$1,635.67 MAINTENANCE UNIFORMS
MV TRANSPORTATION, INC.	31-Oct-24	\$359,365.37 GCT ACCESS SERVICE
NATURAL GREEN LANDSCAPE INC.	31-Oct-24	\$4,480.00 FAC. TREE PRUNING
THE AFTERMARKET PARTS COMPANY, LLC	31-Oct-24	\$3,316.50 PARTS
VENTURA COUNTY AUTO SUPPLY	31-Oct-24	\$6.84 PARTS
PITNEY BOWES GLOBAL	31-Oct-24	\$214.99 POSTAGE MACHINE
GENFARE LLC	31-Oct-24	\$17,112.28 PARTS
STAPLES ADVANTAGE	31-Oct-24	\$289.77 OFFICE SUPPLIES
SUPERIOR SANITARY SUPPLIES	31-Oct-24	\$1,688.28 JANITORIAL SUPPLIES
SUPERIOR PRINTING & GRAPHICS, INC	31-Oct-24	\$614.53 ANNUAL REPORT BROCHURES
THE DETAIL SHOP INC	31-Oct-24	\$1,966.53 SUPPLIES
GREG'S PETROLEUM SERVICE, INC	31-Oct-24	\$1,088.70 OIL SUPPLIER
WEBB & ASSOCIATES, INC.	31-Oct-24	\$4,895.62 GAR PANELS
TST PRIVATE SECURITY	31-Oct-24	\$5,857.76 SECURITY SERVICES
AMERICAN MADE CLEAN INC	31-Oct-24	\$525.00 SERVICES
COASTAL OCCUPATIONAL MEDICAL GROUP	31-Oct-24	\$2,780.00 PHYSICALS/DRUG SCREENS

CREATIVE BUS SALES	31-Oct-24	\$956.90 PARATRANSIT BUS/VANS
DANIELS TIRE SERVICE	31-Oct-24	\$1,588.28 TIRES/SERVICES
WEX HEALTH, INC.	31-Oct-24	\$510.00 FSA ADMINISTRATION FEE
GILLIG LLC	31-Oct-24	\$80.63 PARTS
IRON MOUNTAIN, INC.	31-Oct-24	\$274.10 SHREDING SERVICES
LORI'S MOBILE NOTARY	31-Oct-24	\$479.00 NOTARY SERVICES
JOSE MURILLO	31-Oct-24	\$200.00 TOOL ALLOWANCE
THE AFTERMARKET PARTS COMPANY, LLC	31-Oct-24	\$148.64 PARTS
RINGCENTRAL, INC.	31-Oct-24	\$857.47 PHONE SRVC - CSC
TOTAL		<u><u>\$1,186,123.23</u></u>



Item #4

Date: November 6, 2024
To: Board of Directors
From: Christine Feng, CFO & Assistant General Manager
Subject: **Consider Acceptance of August and September 2024 Actual vs. Budget Financial Analysis report**

EXECUTIVE SUMMARY

This report summarizes the financial activities for the **months of August and September 2024**, comparing actual expense performance with budget. For the purposes of this report, the monthly budget is assumed to be 1/12th of the annual budget, however the report shows actual revenues and expenses as they are incurred. With the 1st Quarter July, Aug, Sept complete, GCTD expenses are slightly under budget at 24.69% of budget (25% of the year complete.)

Key Financial Highlights:

Revenue: Revenues includes funds received from State and Federal Grant reimbursement, Local Transportation Funds and Fare Revenue, etc.

- **State and Federal Assistance:**
No state or federal assistance was claimed in August, and state assistance arrived in September, accounting for only **0.36% of the annual budget**. The District claims expense's reimbursement from state and federal grants on a Quarterly basis and expects this gap to close as the year progresses.
- **Passenger Fare Revenue:**
Passenger fares showed **ridership increase and also reflected to fare increase**, exceeding budget expectations by **57% in August** and **76% in September**, contributing \$953K YTD (37.6% of the annual target).

Expenses: Expenses include operating expenses including salaries, benefits, fuel, insurance and cost of contracting services.

- **Salaries & Fringe Benefits:**
Salaries were **13-25% under budget**, and fringe benefits fell **27-28% below budget**, reflecting the fact that the paratransit service employees were not on board yet. Expenses are expected to increase in October once the paratransit services in brought in house.

GOLD COAST TRANSIT DISTRICT

November 6, 2024

August and September 2024 Financial analysis- Actual vs Budget

Page 2 of 2

- **Materials and Supplies:**

Spending was **27-39% below budget** across both months.

- **Service Costs:**

Contract service expenses are shown as **107% in August** and **199% in September**, however this is due to the fact that the budget assumes that the total cost of **the last 3 months of Paratransit service costs** is annualized. Contracting costs after October 2024 are expected to bring this line item within budget by the end of the year.

- **Liabilities:**

Casualty and liability expenses in September were **252%** over monthly budget, reflecting the payment for first Quarter (July, August and September).

Overall Financial Position:

- **Deficit:** *Deficit due to the time delay of State and Federal funding. District claims expense's reimbursement on a Quarterly basis.
 - August: \$(478,796)
 - September: \$(1,033,355)
 - YTD: \$(3,241,615)
- **YTD Expenses:**
 - YTD July, August September Expenses (25% of Year): \$9.54M (**24.69% of budget**).

Summary:

GCTD had good passenger fare revenue growth, **however overall revenues show a deficit due to timing delays in** State and Federal funds. The District claims expense's reimbursement on a Quarterly basis and expects this gap to close as the year progresses. GCTD is managing **cost controls** well in areas like salaries, benefits, and materials in the first Quarter of FY 2025. With the 1st Quarter July, Aug, Sept complete, GCTD expenses are slightly under budget at 24.69% of budget (25% of the year complete.)

General Manager's Concurrence



Vanessa Rauschenberger

GOLD COAST TRANSIT DISTRICT
Financial activities summary (Actual v.s. Budget)
August, 2024

	<u>August 2024</u> <u>Actual</u>	<u>August 2024</u> <u>Budget</u>	<u>Variance Over</u> <u>(Under) Budget</u>	<u>YTD actual</u>	<u>Annual Budget</u>	<u>Percentage of</u> <u>Annual</u> <u>Budget</u>
Revenues:						
Passenger Fares	\$ 332,170.55	\$ 211,166.67	57%	\$ 582,188.91	\$ 2,534,000.00	22.98%
Non- Operating Revenues	58,846.27	83,080.84	-29%	73,779.54	996,970.00	7.40%
Local Assistance	1,719,274.92	1,719,274.92	0%	3,438,549.83	20,631,299.00	16.67%
State Assistance	-	481,250.41	-100%	-	5,775,005.00	0.00%
Federal Assistance	-	724,689.18	-100%	-	8,696,270.00	0.00%
Total Revenues	<u>\$ 2,110,291.74</u>	<u>\$ 3,219,462.00</u>	<u>-34%</u>	<u>\$ 4,094,518.28</u>	<u>\$ 38,633,544.00</u>	<u>10.60%</u>
* State and Federal Operating Assistancess for August eligible expenses have yet to received.						
Expenses:						
Salary/Wage	\$ 915,546.73	\$ 1,218,700.08	-25%	\$ 1,797,238.29	\$ 14,624,401.00	12.29%
Fringe Benefits	678,280.02	939,085.08	-28%	1,711,792.51	11,269,021.00	15.19%
Services	444,675.57	215,045.83	107%	590,772.29	2,580,550.00	22.89%
Materials and Supplies	220,230.20	301,525.00	-27%	308,841.72	3,618,300.00	8.54%
Utilities	36,886.30	37,500.00	-2%	69,718.65	450,000.00	15.49%
Casualty and Liability	-	111,666.67	-100%	350,598.62	1,340,000.00	26.16%
Miscellaneous	55,344.02	42,458.17	30%	73,098.00	509,498.00	14.35%
Debt Service	-	115,356.00	-100%	924,468.75	1,384,272.00	66.78%
Members Contribution	238,125.17	238,125.17	0%	476,250.33	\$ 2,857,502.00	16.67%
Total Expenses	<u>\$ 2,589,088.01</u>	<u>\$ 3,219,462.00</u>	<u>-20%</u>	<u>\$ 6,302,779.16</u>	<u>\$ 38,633,544.00</u>	<u>16.31%</u>
Surplus or (Deficit)	<u>\$ (478,796.27)</u>					

GOLD COAST TRANSIT DISTRICT
Financial activities summary (Actual v.s. Budget)
September, 2024

	<u>September 2024</u> <u>Actual</u>	<u>September 2024</u> <u>Budget</u>	<u>Variance Over</u> <u>(Under) Budget</u>	<u>YTD actual</u>	<u>Annual Budget</u>	<u>Percentage of</u> <u>Annual</u> <u>Budget</u>
Revenues:						
Passenger Fares	\$ 371,464.78	\$ 211,166.67	76%	\$ 953,653.69	\$ 2,534,000.00	37.63%
Non- Operating Revenues	90,382.18	83,080.84	9%	164,161.72	996,970.00	16.47%
Local Assistance	1,719,274.92	1,719,274.92	0%	5,157,824.75	20,631,299.00	25.00%
State Assistance	20,694.56	481,250.41	-96%	20,694.56	5,775,005.00	0.36%
Federal Assistance	-	724,689.18	-100%	-	8,696,270.00	0.00%
Total Revenues	\$ 2,201,816.44	\$ 3,219,462.00	-32%	\$ 6,296,334.72	\$ 38,633,544.00	16.30%
* Federal Operating Assistances for first Quarter eligible expenses have yet to received.						
Expenses:						
Salary/Wage	\$ 1,054,924.95	\$ 1,218,700.08	-13%	\$ 2,852,163.24	\$ 14,624,401.00	19.50%
Fringe Benefits	683,099.15	939,085.08	-27%	2,394,891.66	11,269,021.00	21.25%
Services	642,698.30	215,045.83	199%	1,233,470.59	2,580,550.00	47.80%
Materials and Supplies	184,426.54	301,525.00	-39%	493,268.26	3,618,300.00	13.63%
Utilities	35,662.68	37,500.00	-5%	105,381.33	450,000.00	23.42%
Casualty and Liability	392,872.91	111,666.67	252%	743,471.53	1,340,000.00	55.48%
Miscellaneous	3,361.81	42,458.17	-92%	76,459.81	509,498.00	15.01%
Debt Service	-	115,356.00	-100%	924,468.75	1,384,272.00	66.78%
Members Contribution	238,125.17	238,125.17	0%	714,375.50	\$ 2,857,502.00	25.00%
Total Expenses	\$ 3,235,171.51	\$ 3,219,462.00	0.49%	\$ 9,537,950.67	\$ 38,633,544.00	24.69%
Surplus or (Deficit)	\$ (1,033,355.07)					



November 6, 2024,

Item #5

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 September 2024 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
November 6, 2024

PO#	Item Description	Vendor Name	City	Cost
PURCHASING				
A0010352	PALO ALTO SOFTWARE RENEWAL	ISSQUARED, INC.	WESTLAKE VILAGE	\$1,102.00
H0000034	RENTALS FOR HEALTH AND WELLNESS FAIR	AFFORDABLE TABLES AND CHAIRS	OXNARD	\$682.00
PARTS				
M0050810	BRAKE PADS	GILLIG LLC	LOS ANGELES	\$9,800.05
M0050811	EXTERNAL POE SWITCH 4 PORT, FOR ONLY 4000 DVR'S & 7000NVR'	SAFETY VISION	HOUSTON	\$621.00
M0050813	TOW SERVICE 3510 TO NATL A.B.-S.B.	PLATINUM TOW AND TRANSPORT INC.	CAMARILLO	\$877.00
M0050814	FILTER OIL, ORING, VALVE COVER, SEAL, VALVE COVER, HIGH TEMP HOSE	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$1,398.64
M0050817	ALTERNATOR, REMAN	ROMAINE ELECTRIC CORPORATION	KENT	\$1,976.14
M0050818	SPRING, REAR VAC DOOR	THE AFTERMARKET PARTS COMPANY, LLC	MINNEAPOLIS	\$37.71
M0050819	MODULE, DIO-888, 115K	THE AFTERMARKET PARTS COMPANY, LLC	MINNEAPOLIS	\$2,061.96
M0050820	VALVOLINE PREMIUM BLUE 9200, GEAR LUBE 80W90 GL5 15W-40 & TRANSMISSION OIL SYNTHETIC, STATE RECYCLING OIL GAL., REGULATORY COMPLIANCE FEE	GREG'S PETROLEUM SERVICE, INC	DELANO	\$7,624.55
M0050825	FILTER, AIR, FILTER, COOLANT, HARDWARE (SHOP)	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$741.68
M0050828	HARDWARE (SHOP)	KIMBALL MIDWEST	OXNARD	\$595.14
M0050830	DAIKIN SERVICE/CHECK, TRUCK/TRAVEL	GMH INC	OXNARD	\$660.00
M0050831	SENSOR, AMEREX, HUB ODOMETER, 485-490, SADDLE LINK, WIPER ARM	GILLIG LLC	LOS ANGELES	\$1,084.08

Contracts/PO Awarded Report
November 6, 2024

M0050832	HOSE, HUMP 2.5 IN. I.D., SWITCH, MIRROR, CASING, FRONT DOOR, SEAT BELT ASM, LAP 2-PT BLACK	THE AFTERMARKET PARTS COMPANY, LLC	MINNEAPOLIS	\$876.92
M0050834	CALIBRATION FLEET REG., PROGRAMMING CHARGE, LABOR, MISC	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$624.03
M0050835	COOLANT DRUM	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$1,664.62
M0050836	CHANNEL, HOLD DOWN, BOLT, 1/4-20 X 10.0 IN HEX BOLT	GILLIG LLC	LOS ANGELES	\$92.78
M0050839	SPARK PLUG	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$2,413.20
M0050840	PULLEY, FAN (INNER)	LOS ANGELES TRUCK CENTERS, LLC	OXNARD	\$207.39
M0050841	ELECTRIC ACTUATOR (22579). RECHARGE KIT (10095-P003),A/C DRY CHEMICAL, SERVICE-RECHARGE, MIN SERVICE CHARGE	SERVICE-PRO FIRE PROTECTION, INC.	OXNARD	\$1,196.02
M0050843	GAUGE, FLUID LEVEL, O-RING, WATER TUBE, CLAMP, V BAND, WASHER, SEALING, ENGINE MOUNT, FRT, RBR, C8.3 G, ROTOR, BRAKE, GLASS, FLAT, TREADLE PIN KIT, GUARD, SWITCH, GLASS BOTTOM CONVEX, SEAL, REAR INNER	THE AFTERMARKET PARTS COMPANY, LLC	MINNEAPOLIS	\$3,797.64
M0050848	TRANSPORTABLE SHARPS 1.5 QT, SPRING, LATCH, STRIKE, WINDOW ASSEMBLY	WESCO DISTRIBUTION, INC.	CHICAGO	\$682.92
M0050851	BATTERY - INTERSTATE, CA BATTERY FEE, CORE REFUND	INTERSTATE BATTERIES	VENTURA	\$520.45
M0050853	HARDWARE (SHOP)	KIMBALL MIDWEST	OXNARD	\$2,393.51
M0050869	205/55R16 TIRE, RUBBER VALVE STEM, DTS DISPOSAL, CA STATE TIRE FEE, TPMS RUBBER METAL STEM, TIRE SERVICE, DTS MOUNT & BALANCE LABOR	DANIELS TIRE SERVICE	OXNARD	\$571.15

Contracts/PO Awarded Report
November 6, 2024

M0050870	FIRE ALARM SERVICE REPAIR, MATERIAL- 2 POTTER OSYSU2 SWITCH, DISCOUNT	SERVICE-PRO FIRE PROTECTION, INC.	OXNARD	\$804.05
M0050871	HARDWARE	KIMBALL MIDWEST	COLUMBUS	\$6,105.84
M0050878	BATTERY, KIT - LININGS, RADIATOR HOSE, BRAKE ROTOR - SMOOTH 297MM, BRAKE LINING KIT, COIL-IGNITION, SPARK PLUG, MINI BULB, ELEMENT – AIR, ELEMENT – AIR, COIL – IGNITION, HUB ASY – WHEEL, BRAKE LINING KIT, PCV VALVE ASSEMBLY, RADIATOR HOSE, ELEMENT – AIR, COIL – IGNITION, KIT – LININGS, ROTOR ASSY-BRAKE, HOSE ASSY, VALVE ASY, DOT 4 LV BRAKE FLUID	PARTS AUTHORITY LLC	NEW HYDE PARK	\$6,581.97
M0050879	HARDWARE	KIMBALL MIDWEST	COLUMBUS	\$2,150.67
M0050880	STRUT ASSEMBLY, STARTER MOTOR, STARTER (CORE), COOLANT (YELLOW), STRUT ASSEMBLY, BALL JOINT FRONT LOWER, BALL-JOINT	PARTS AUTHORITY LLC	NEW HYDE PARK	\$884.22
M0050881	STANDARD CAPSULE, SAE OW-20 MOTOR OIL, OIL FILTER INSERT W/ GASKET KIT, DIRECT CONNECT WIPER BLADE, REAR WIPER BLADE, STANDARD MINI BULB, DIRECT CONNECT WIPER BLADE, AIR FILTER PANEL	PARTS AUTHORITY LLC	NEW HYDE PARK	\$189.77
M0050884	CLAMP, V BAND, HOSE, OIL DRAIN TUBE, GASKET, EGR VALVE, HOSES / FITTINGS	CUMMINS PACIFIC LLC	LOS ANGELES	\$262.85
M0050887	IRRIGATION REPAIRS	SITEONE LANDSCAPE SUPPLY, LLC	CHICAGO	\$519.71
M0050891	IDLER PULLEY	VENTURA COUNTY AUTO SUPPLY	OXNARD	\$21.88
M0050894	HEAD LAMP BULB (HALOGEN)	PARTS AUTHORITY LLC	NEW HYDE PARK	\$25.50

Contracts/PO Awarded Report
November 6, 2024

M0050895	ROTOR, FRONT- MV1	VENTURA COUNTY AUTO SUPPLY	OXNARD	\$188.35
M0050896	SPARK PLUGS	PARTS AUTHORITY LLC	NEW HYDE PARK	\$60.09
M0050897	IDLER PULLEY	VENTURA COUNTY AUTO SUPPLY	OXNARD	\$43.77
M0050898	SPARK PLUG	VENTURA COUNTY AUTO SUPPLY	OXNARD	\$153.15
M0050900	HEAD LAMP BULB (HALOGEN), BATTERY, BRAKE PIN-BOLT KIT, BRAKE PADS FRONT MV 1, ROTOR, FRONT- MV1, BRAKE ROTOR	PARTS AUTHORITY LLC	NEW HYDE PARK	\$558.33
M0050901	SPARK PLUG IRIIDIUM FORD TRANSIT, RADIATOR CAP WITH PRESSURE RELIEF, IGNITION COIL	FIRST CALL AUTO PARTS	SPRINGFIELD	\$168.88
M0050904	AMBER BULB	VENTURA COUNTY AUTO SUPPLY	OXNARD	\$11.47
M0050905	FULL-SYN ENGINE OIL, REGULATORY COMPLIANCE FEE, STATE RECYCLING OIL GAL	GREG'S PETROLEUM SERVICE, INC	DELANO	\$982.27
M0050907	AMBER BULB	VENTURA COUNTY AUTO SUPPLY	OXNARD	\$5.15
M0050908	PLENUM GASKET, AIR SUSPENSION STRUT, KIT - TPMS SENSOR, INTAKE MANIFOLD GASKET	PARTS AUTHORITY LLC	NEW HYDE PARK	\$496.33
M0050910	VALVOLINE PREMIUM BLUE 9200 15W-40, STATE RECYCLING FEE, REGULATORY COMPLIANCE FEE, COOLANT (YELLOW)	GREG'S PETROLEUM SERVICE, INC	DELANO	\$2,692.42

Purchasing Total \$1,784.00
Parts Total \$65,425.25

Local (Ventura County) \$15,090.65



Item #6

Date: November 6, 2024
To: Board of Directors
From: Christine Feng, CFO & Assistant General Manager
Subject: Capital Asset Capitalization Policy

SUMMARY

It is recommended the Board of Directors Consider Approval of Updated Capitalization Policy. The Capitalization Policy for Gold Coast Transit District (GCTD) has been developed to establish **consistent guidelines for capitalizing assets** in line with **best practices** and **government accounting standards**. The policy will provide clear criteria for identifying, valuing, and recording capital assets, ultimately enhancing **financial accuracy** and **transparency** in GCTD's asset management and reporting processes. This policy updates the previous threshold for capitalization increasing from \$5,000 to \$10,000.

BACKGROUND & KEY OBJECTIVES

1. **Establish Clear Capitalization Thresholds:** Define specific monetary thresholds for capitalizing assets. For example: Tangible assets such as vehicles, buildings, and equipment with a **useful life of more than one year** and **cost \$10,000 or more** will be capitalized.
2. **Improve Financial Reporting Accuracy:** The policy ensures that only assets meeting the established thresholds are capitalized, providing a more accurate picture of GCTD's asset base and depreciation expenses. This will streamline reporting and align financial statements with **Governmental Accounting Standards Board (GASB)** requirements.
3. **Enhance Asset Tracking and Lifecycle Management:** By clearly defining capitalization criteria, the policy will facilitate improved tracking of capital assets from acquisition to disposal. This will enhance **budget planning, depreciation management, and asset replacement forecasting**.

BENEFITS OF THE NEW CAPITALIZATION POLICY

1. **Financial Transparency:** Provides a clearer position of GCTD's capital Assets by identifying and recording capital assets accurately on the GCTD's Financial Statement.
2. **Improved Decision-Making:** Supports management in making informed budgeting and resource allocation decisions based on reliable asset data.
3. **Enhanced Compliance:** Ensures adherence to **GASB** and other regulatory requirements, safeguarding GCTD's credibility and integrity in financial reporting.

GOLD COAST TRANSIT DISTRICT

CONCLUSION

GCTD's Capitalization Policy is a vital step toward **streamlined financial reporting** and **effective asset management**. By establishing clear thresholds and procedures for capitalizing assets, this policy supports GCTD's commitment to **transparency, accountability, and efficiency** in managing public resources.

By adhering to this policy, GCTD ensures accurate financial reporting, effective asset management, and compliance with regulatory standards, supporting long-term financial sustainability and transparency.

RECOMMENDATION

IT IS RECOMMENDED that the Board Consider Approval of GCTD's Capitalization Policy.

General Manager's Concurrence

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

Vanessa Rauschenberger

Attachment: GCTD Capitalization Policy

GOLD COAST TRANSIT DISTRICT CAPITAL ASSET CAPITALIZATION POLICY

11/6/24

GENERAL

The Gold Coast Transit District (GCTD) holds certain capital assets which include land, buildings, building improvements, vehicles, machinery, equipment, furniture, appliances, and all other tangible and intangible assets that are used in operations and that have initial useful lives extending beyond a single annual reporting period, and;

These assets must be accounted for at historical cost. The cost of a capital asset should include ancillary charges necessary to place the asset into its intended location and condition for use. (Such as freight, transportation charges, site preparation costs and professional fees, etc.)

Donated capital assets should be reported at their estimated fair value at the time of acquisition plus ancillary charges, if any.

All the costs should be fairly represented in the GCTD Net Assets in accordance with current standards as established by the Governmental Accounting Standards Board ("GASB").

POLICIES

1. Capital assets are to be capitalized only if they have estimated useful lives of at least one year following the date of acquisition.
2. Capital asset value thresholds for capitalization are to be applied to individual capital assets rather than to groups of similar capital assets.
3. Capital assets to be capitalized must have an initial value of **\$10,000 or more**. This will be known as the "capitalization threshold" for reporting purposes, as is defined in GASB No. 34.
4. Capital assets having values of less than \$10,000 are to be controlled at the department level for insurance and inventory reporting purposes. However, these capital assets will not be capitalized and will not be reported as capital assets in the GCTD's Financial Report.
5. An inventory of capitalized capital assets is to be kept, annually reconciled and reported in the GCTD financial reports.
6. REPAIR and MAINTENANCE COSTS are expenditures that keep the property in ordinary efficient operating condition. The cost of the repair does not add to the value or prolong the life of the asset. All repair and maintenance costs to capital assets are to be treated as an annual operating expense and charged to the appropriate department or fund.
7. IMPROVEMENTS are expenditures for additions, alterations, and renovations that appreciably prolong the life of the asset, materially increase its value or adapt it to a different use. Improvement costs of \$10,000 or more to individual capital assets are to be capitalized.
8. Depreciation shall be computed using the straight-line method over the estimated useful life of capital asset.

9. The qualified improvement projects will be capitalized at the completion and recorded monthly. Projects not completed will be recorded in construction in-progress account.
10. The following table identifying classes of capital assets, their expected useful lives in years. All assets purchased prior to the implementation of this policy shall continue to depreciate according to past practices.

Asset Classification	Minimum Expected Useful Life
** Land and land improvement	Capitalize only
** Buildings	40 years
** Building Improvements	10 years ---20 years
----Electrical/plumbing	10 years
----Roofing/interior construction	20 years
----Interior Renovation	20 years
----Heating and Cooling system	10 years
----Bus Shelter	10 years
** Vehicles	5years---12 years
----Support/Relief Vehicles	5 years
----Passenger cars/ vans	7 years
----Under 30 ft Coach bus	10 years
----30 ft and over Coach bus	12 years
** Computer and Misc IT equipment	5 years
** Major Movable equipment/Machinery	5 years--10 years
----Buses Washer	10 years
----Mowers, compressor	10 years
----Heavy duty equipment	5 years
** Furniture / equipment	3 years -- 10 years
----Appliances	5 years
----Audio Visual Equipment	5 years
----Business Machines	5 years
----Office Furniture & Fixtures	10 years
----Communication equipment	5 years
----All other office equipment	3 years
----Security systems	5 years
----Generator	10 years

The Capitalization policy is effective on November 6, 2024 and thereafter until amended.



DATE November 6, 2024 **Item #7**

TO GCTD Board of Directors

FROM Alex Zaretsky, Director of Human Resources

SUBJECT **Annual Recertification Gold Coast Transit District's Public Transportation Agency Safety Plan (PTASP) Resolution No. 2024-10**

SUMMARY

Each year, Gold Coast Transit District's Board of Directors recertifies the Federal Transit Administration (FTA) required Public Transportation Agency Safety Plan (PTASP). In accordance with the Public Transportation Agency Plan (PTASP) Final Rule, all agencies that receive FTA's Urbanized Area Formula Grants are required to set safety performance targets in a Safety Plan that is reviewed and recertified every year.

For this item it is recommended the Board of Directors recertify the safety performance data and benchmarks. In addition, GCTD staff have conducted a general compliance review and update to the GCTD Safety Management System Plan (SMS) policy attached to this report. The recertification also includes the recently required analysis required by FTA's General Directive to assess the safety risk of Assaults on Transit Workers.

BACKGROUND

FTA recently expanded the safety performance targets and reporting data by adding specific subcategories to break the safety performance measures into a few subcategories. The new Safety Performance Measures are part of the Safety Performance Measure but have subcategories for data analysis, as referenced below the definitions and the reportable data:

The Safety Performance Measures with definitions and the added specific subcategories are described below. The data in the following tables, compares the safety targets from last year to this year's actuals by fiscal year.

1. Major Events-Safety Events: total number of reportable events /and rate per total vehicle revenue miles. This includes all safety and security major events as defined by the NTD, any accident, incident or occurrences, e.g., collisions, fires (suppressions), hazardous material spills, other safety events other than immediate transport on medical attention.

Specific subcategories were added: Collision (different) (VRM), Pedestrian Collisions (VRM), and Vehicle Collisions (VRM).

GOLD COAST TRANSIT DISTRICT

2. **Fatalities:** total number of reportable fatalities / and rate per total vehicle revenue miles. A death due to a collision, fire, hazardous material spill, acts of god.

Specific subcategories were added: Transit Worker Fatality & (VRM).

3. **Injuries:** total number of reportable injuries /and rate per total vehicle revenue miles).Any damage or harm to persons that require immediate medical attention away from the scene.

Specific subcategories were added: Transit Worker Injury Rate (VRM), Assaults on Transit Workers / VRM.

4. **System Reliability:** Major mechanical system failures, e.g., breakdown of brakes, engine cooling. The mean distance between major mechanical failure.

GCTD’s Safety Targets from July 1, 2023, to June 30, 2024

Safety Performance Targets							
<i>Specify performance targets based on the safety performance measures established under the National Public Transportation Safety Plan.</i>							
Mode of Transit Service	Fatalities	Injuries	Major Safety Events	System Reliability VRM /Failures	Fatalities Rate VRM per 100,000	Injuries Rate VRM per 100,000	Safety Events Rate VRM per 100,000
Fixed Route	0	4	10	27,160	0	.27	.22
Demand Response	0	1	2	51,439	0	.32	.22

The Actuals from July 1, 2023, to June 30, 2024 (the subcategories are included)

1. **Major Events / Collisions:** The total number of reportable events and the rate per total vehicle revenue miles.

Mode of Transit Service	Major Events	Major Events / VRM	Collision Rate / VRM	Pedestrian Collision / VRM	Vehicle’s Collision / VRM
Fixed Route	5	.10	0	0	.10
Demand Response	0	0	0	0	0
<u>Targets Fixed</u>	10	.22	2	0	3
<u>Targets DR</u>	2	.22	1	0	1

2. **Fatalities:** Total number of reportable fatalities / and rate per total vehicle revenue miles.

Mode of Transit Service	Fatalities	Fatality VRM	Fatality Transit Worker	Fatality Transit Worker / VRM
Fixed Route	0	0	0	0
Demand Response	0	0	0	0
<u>Targets Fixed</u>	0	0	0	0
<u>Targets DR</u>	0	0	0	0

3. Injuries / Transit Workers: Total number of reportable injuries / and rate per total vehicle revenue miles).

Mode of Transit Service	Injuries	Injury Rate VRM	Transit Workers Injury / VRM	Assault on Transit Workers	Assault on Transit Workers / VRM
Fixed Route	3	.02	0	0	0
Demand Response	0	0	0	0	0
<u>Targets Fixed</u>	4	.27	0	0	0
<u>Targets DR</u>	1	.32	0	0	0

4. System Reliability: Mean distance between major mechanical failure.

Mode of Transit Service	System Reliability VRM /Failures
Fixed Route	17,560
Demand Response	56,329
<u>Targets Fixed</u>	27,160
<u>Targets DR</u>	51,439

NEW - FTA Required Actions Regarding Assaults on Transit Workers

This year, FTA required Actions Regarding Assaults on Transit Workers (General Directive 24-1 | Federal Register Notice). Transit agencies subject to FTA’s Public Transportation Agency Safety Plans (PTASP) must conduct a safety risk assessment, identify safety risk mitigations or strategies and provide information to FTA on assessing, mitigating and monitoring the safety risk associated with assaults on transit workers. GCTD management, staff, and frontline workers completed a Safety Risk Assessment on the hazard of potential assaults on GCTD’s Transit Workers on October 24, 2024.

The potential hazards assessed:

- Direct interaction with the public, especially with passengers who may be intoxicated, have a mental illness or be experiencing frustration due to fares, service changes, or delays.
- Bus operators usually interact directly with passengers during rules disputes and when waking sleeping, or addressing unruly passengers.
- Customer service personnel are subject to verbal abuse.
- Working alone, in isolated or high-crime areas, during late night/early morning hours raises the risk of assault against operators.
- Gender-based sexual harassment and discrimination are risk factors.
- Transit operators often lack a way to escape from passengers who threaten or begin to assault them.

The risk mitigations listed below are measures that GCTD has implemented over time. These are continually monitored to help reduce the likelihood and severity of assaults on transit workers at GCTD.

Previous measures used/no longer in use:

- *Operator Area Protective Barriers (While initially installed during COVID-19, these were ultimately requested to be removed by bus operators social distance restrictions lifted)*

Current measures in place / Active in Place:

- *Signage Informing Riders of Surveillance/Penalties for Assaulting Operators*
- *De-Escalation Training for Employees*
- *Operating Policies & Procedures*
- *Video/Audio Surveillance*
- *Covert/Overt Emergency Alarms (silent button to contact OCC, law enforcement)*
- *Automated Vehicle Location*
- *Communication Protocols (only request fare payment once).*
- *Patrol by field supervisors, bus route strategies / local law enforcement*
- *Security at OTC / VTC*
- *Public Awareness Campaigns*

Not Active / Potential Future measures:

- *Expanded security, transit police*
- *Personal Security Training*
- *Crisis Intervention Training.*

The following chart compares the likelihood, impact, mitigations and reported assaults.

Likelihood	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
			Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property
			A	B	C	D	E
			Severity				

THE CONCLUSIONS FROM THE ANALYSIS:

GCTD has not had an "major" NTD-reportable bus operator assault in the last three years that resulted in transport of an employee. We have had several minor non-major injury as well as verbal assaults in this time. It is recognized that on a national level assault on bus operators has been trending up. **Transit workers are assaulted on transit vehicles:**

Likelihood: 2 Low / Severity D

GCTD has not had a major NTD-reportable assault however minor verbal assaults have occurred. Security staff patrol transit centers, and stations are generally well lit. Customer service personnel are subject to verbal abuse, however Customer service representatives have protective partitions between them and the public and can alert personnel or police immediately. **Transit workers are assaulted in revenue facilities: Likelihood: 1 Very Low / Severity B**

Safety Training & Communication

Quarterly, staff has a PTASP meeting to discuss the reported safety events, accidents, and incidents. The group reviews each event. In most cases, the bus accident video is shown, and staff, through dialog, helps determine by analysis the cause and effects of the event and the remedies that can be used to prevent any future safety events that are either exact or similar.

GCTD currently provides two safety training programs monthly. One is for bus operators, and the other is for those with a commercial driver's license who provide safety training for DMV requirements. The second is provided to maintenance staff with additional OSHA-based industrial safety training. In addition, GCTD is compliant with the Bipartisan Infrastructure Law that includes new PTASP requirements effective by December 31, 2022, to ensure that the Engagement and Preventive Safety Training Program includes personnel

- De-escalation training for maintenance personnel, operations personnel, and personnel directly responsible for safety.


Database Collection (PTASP Documentation)

GCTD uses Track-it Manager, a transit-specific software database, to assist in PTASP documentation. All PTASP records are in a single, easy to search cloud platform. Reports on Accident Management, Hazard, and Incident Tracking are easy to complete. All pertinent information related to a report, whether it is an accident or a safety hazard, is readily available. The database is populated by Transit Supervisors and the Safety and Training Supervisors and reviewed by the safety committee and the PTASP staff, and then reported to the NTD (National Transit Database).

RECOMMENDATION

Consider Approval of GCTD's Annual PTASP Recertification, review safety performance targets and data, and receive updated on FTA-required Actions Regarding Assaults on Transit Workers (General Directive 24-1| Federal Register Notice, with risk mitigation analysis.

GENERAL MANAGER'S CONCURRENCE



Vanessa Rauschenberger
General Manager

Attachments: Annual PTASP Recertification & Updated Safety Management Plan Statement (Redline)

RESOLUTION No. 2024-10
Annual Re-Certification
Gold Coast Transit District Public Transportation Agency Safety Plan

WHEREAS, Gold Coast Transit District had in effect a Resolution providing Gold Coast Transit District with a Public Transportation Agency Safety Plan on June 3, 2020, Resolution **2020-04**, and the Annual Recertifications, Resolution **2021-06**, Resolution **2022-11**, Resolution **2023-08**.

WHEREAS, on July 19, 2018, the Federal Transit Administration (FTA) published the Public Transportation Agency Safety Plan (PTASP) Final Rule, which requires certain operators of public transportation systems that receive federal funds under FTA's Urbanized Area Formula Grants to develop safety plans that include the processes and procedures to implement Safety Management Systems (SMS).

WHEREAS, the rule applies to all operators of public transportation systems that are recipients and sub-recipients of federal financial assistance under the Urbanized Area Formula Program (49 U.S.C. § 5307). the plan must include safety performance targets. Transit operators also must certify they have a safety plan in place meeting the requirements of the rule by December 31, 2020. The plan must be updated and certified by the transit agency annually.

NOW, THEREFORE, BE IT RESOLVED, on November 6th, 2024, at the Board of Directors meeting, Gold Coast Transit District's Accountable Executive Vanessa Rauschenberger along with the Board of Directors and Chair for GCTD, approve for recertification the District's Public Transportation Agency Safety Plan, the data, and Safety Management System Plan (SMS).

ADOPTED AND APPROVED RESOLUTION -No. 2020-04, on the 3rd day of June 2020. / Version: 1.0

APPROVED AND RECERTIFIED -No. 2021-06, on the 1st Day of September 2021. / Version: 2.0

APPROVED AND RECERTIFIED -No. 2022-11, on the 7th Day of December 2022. / Version: 3.0

APPROVED AND RECERTIFIED -No. 2023-08, on the 4th Day of October 2023. / Version: 3.0

APPROVED AND RECERTIFIED -No. 2024-10 on the 6th Day of November 2024. / Version: 4.0

CHAIR OF THE BOARD OF DIRECTORS FOR GOLD COAST TRANSIT DISTRICT

Mike Johnson
Chair of the Board of Directors

ATTEST: I hereby certify that the foregoing Resolution No. 2024-10 was duly approved by the Board of Directors of Gold Coast Transit District at a regular meeting held on the 6th day of November 2024.

GENERAL MANAGER'S CONCURRENCE

Vanessa Rauschenberger
General Manager



Gold Coast Transit District
1901 Auto Center Drive
Oxnard, California 93036

Agency Safety Plan / Safety Management System (SMS) Policy Statement

1. Adopted and Certified by the Board of Directors on June 3rd, 2020.
2. Data Recertified by the Board of Directors on September 1st, 2021, December 7th, 2022, November 1st, 2023.
3. Draft Additions in Red - November 6th, 2024.

Signature of Accountable Executive
Vanessa Rauschenberger
General Manager

Date

GOLD COAST TRANSIT DISTRICT

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1 PUBLIC TRANSPORTATION AGENCY SAFETY PLAN

The management of safety is one of our core business functions. Gold Coast Transit District (GCTD) is committed to developing, implementing, maintaining, and constantly improving processes to ensure that all our transit service delivery activities take place under a balanced allocation of organizational resources, aimed at achieving the highest level of safety performance and meeting established standards.

All levels of management and all employees are accountable for the delivery of this highest level of safety performance, starting with the General Manager.

Gold Coast Transit District commitment is to:

- **Support** the management of safety through the provision of appropriate resources, that will result in an organizational culture that fosters safe practices, encourages effective employee safety reporting and communication, and actively manages safety with the same attention to results as the attention to the results of the other management systems of the organization;
- **Integrate** the management of safety among the primary responsibilities of all managers and employees;
- **Clearly define** for all staff, managers and employees alike, their accountabilities and responsibilities for the delivery of the organization's safety performance and the performance of our safety management system;
- **Establish and operate** hazard identification and analysis, and safety risk evaluation activities, including an employee safety reporting program as a fundamental source for safety concerns and hazard identification, in order to eliminate or mitigate the safety risks of the consequences of hazards resulting from our operations or activities to a point which is consistent with our acceptable level of safety performance;
- **Ensure** that no action will be taken against any employee who discloses a safety concern through the employee safety reporting program, unless disclosure indicates, beyond any reasonable doubt, an illegal act, gross negligence, or a deliberate or willful disregard of regulations or procedures;
- **Comply** with, and wherever possible exceed, legislative and regulatory requirements and standards;
- **Ensure** that sufficient skilled and trained human resources are available to implement safety management processes;
- **Ensure** that all staff are provided with adequate and appropriate safety-related information and training, are competent in safety management matters, and are allocated only tasks commensurate with their skills;
- **Establish and measure** our safety performance against realistic and data-driven safety performance indicators and safety performance targets;
- **Continually improve** our safety performance through management processes that ensure that appropriate safety management action is taken and is effective; and
- **Ensure** externally supplied systems and services to support our operations are delivered meeting our safety performance standards.

2 DEFINITIONS

Accountable Executive means the single, identifiable person who has ultimate responsibility for carrying out the Public Transportation Agency Safety Plan of a transit agency; responsibility for carrying out the transit agency's Transit Asset Management Plan; and control or direction over the human and capital resources needed to develop and maintain both the transit agency's Public Transportation Agency Safety Plan, in accordance with 49 U.S.C. § 5329(d), and the transit agency's Transit Asset Management Plan in accordance with 49 U.S.C. § 5326.

Agency or Transit Agency means Gold Coast Transit District.

Assault On A Transit Worker means, as defined under 49 U.S.C. 5302, a circumstance in which an individual knowingly, without lawful authority or permission, and with intent to endanger the safety of any individual, or with a reckless disregard for the safety of human life, interferes with, disables, or incapacitates a transit worker while the transit worker is performing the duties of the transit worker.

Board Or Equivalent Entity means governing body of Gold Coast Transit District.

Caltrans means the California Department of Transportation.

CDC means the Centers for Disease Control and Prevention of the United States Department of Health and Human Services

Chief Safety Officer means the adequately trained individual who has responsibility for safety and reports directly to the Transit Agency's chief executive officer. A Chief Safety Officer may not serve in other operational or maintenance capacities, unless the Chief Safety Officer is employed by a transit agency that is a small public transportation provider as defined in this part, or a public transportation provider that does not operate a rail fixed guideway public transportation system.

Direct Recipient means an entity that receives Federal financial assistance directly from the Federal Transit Administration.

Emergency means, as defined under 49 U.S.C. 5324, a natural disaster affecting a wide area (such as a flood, hurricane, tidal wave, earthquake, severe storm, or landslide) or a catastrophic failure from any external cause, as a result of which the Governor of a State has declared an emergency and the Secretary has concurred; or the President has declared a major disaster under section 401 of the Robert T. Stafford Disaster Relief and Emergency Assistance Act (42 U.S.C. 5170).

Fatality: is a death due to a collision, fire, hazardous material spill, acts of god.

FTA means the Federal Transit Administration, an operating administration within the United States Department of Transportation.

Injury means any harm to persons as a result of an event that requires immediate medical attention away from the scene.

Investigation means the process of determining the causal and contributing factors of an a safety event , or hazard, for the purpose of preventing recurrence and mitigating safety risk.

Joint Labor-Management Process means a formal approach to discuss topics affecting transit workers and the public transportation system.

Large Urbanized Area Provider means a recipient or subrecipient of financial assistance under 49 U.S.C. 5307 that serves an urban area with a population of 200,000 or more as determined by the most recent decennial Census.

Major Events: This includes all safety and security major events as defined by the NTD.

National Public Transportation Safety Plan means the plan to improve the safety of all public transportation systems that receive federal financial assistance under 49 U.S.C. Chapter 53.

Near-miss means a narrowly avoided safety event.

Part 673 means 49 CFR (Code of Federal Regulations) Part 673.

Performance Measure means an expression based on a quantifiable indicator of performance or condition that is used to establish targets and to assess progress toward meeting the established targets.

Potential Consequence means the effect of a hazard.

Public Transportation means, as defined under 49 U.S.C. 5302, regular, continuing shared-ride surface transportation services that are open to the general public or open to a segment of the general public defined by age, disability, or low income; and does not include:

(1) Intercity passenger rail transportation provided by the entity described in 49 CFR 673 Changes (April 2024)

49 U.S.C. chapter 243 (or a successor to such entity);

(2) Intercity bus service;

(3) Charter bus service;

(4) School bus service;

(5) Sightseeing service;

(6) Courtesy shuttle service for patrons of one or more specific establishments; or

(7) Intra-terminal or intra-facility shuttle services.

Public Transportation Agency Safety Plan means the documented comprehensive agency safety plan for a transit agency that is required by 49 U.S.C. 5329 and this part.

Recipient means a State or local governmental authority, or any other operator of a public transportation system, that receives financial assistance under 49 U.S.C. chapter 53.

Roadway means land on which rail transit tracks and support infrastructure have been constructed to support the movement of rail transit vehicles, excluding station platforms.

Safety Assurance means processes within the Transit Agency's Safety Management Systems that function to ensure the implementation and effectiveness of safety risk mitigation, and to ensure that the Transit Agency meets or exceeds its safety objectives through the collection, analysis, and assessment of information.

Safety Committee means the formal joint labor-management committee on issues related to safety that is required by 49 U.S.C. 5329 and this part.

Safety Event means an unexpected outcome resulting in injury or death; damage to or loss of the facilities, equipment, rolling stock, or infrastructure of a public transportation system; or damage to the environment.

Safety Management Policy means the Transit Agency's documented commitment to safety, which defines the Transit Agency's safety objectives and the accountabilities and responsibilities for the management of safety.

Safety Management Systems (SMS) means the formal, organization-wide approach to managing safety risk and assuring the effectiveness of a Transit Agency's safety risk mitigation.

SMS includes systematic procedures, practices, and policies for managing hazards and safety risk.

Safety Management System (SMS) Executive means a Chief Safety Officer or an equivalent

Safety Performance Target (SPT) means **quantifiable level of performance or condition, expressed as a value for the measure, related to safety management activities, to be achieved within a specified time period**

Safety Promotion means a combination of training and communication of safety information to support SMS as applied to the Transit Agency's public transportation system.

Safety Risk means **the composite of predicted severity and likelihood of a potential consequence of a hazard.**

Safety Risk Assessment (SRA) means the formal activity whereby the Transit Agency determines Safety Risk Management priorities by establishing the significance or value of its safety risk.

Safety Risk Management (SRM) means a process within the Transit Agency's Public Transportation Agency Safety Plan for identifying hazards and analyzing, assessing, and mitigating the safety risk of their potential consequences.

Safety Risk Mitigation means **a method or methods to eliminate or reduce the severity and/or likelihood of a potential consequence of a hazard.**

Safety Set-Aside means **the allocation of not less than 0.75 percent of assistance received by a large urbanized area provider under 49 U.S.C. 5307 to safety-related projects eligible under 49 U.S.C. 5307.**

Small Public Transportation Provider means a recipient or subrecipient of Federal financial assistance under 49 U.S.C. 5307 that has one hundred (100) or fewer vehicles in peak revenue service **across all non-rail fixed route modes or in any one non-fixed route mode** and does not operate a rail fixed guideway public transportation system.

State means a State of the United States, the District of Columbia, Puerto Rico, the Northern Mariana Islands, Guam, American Samoa, and the Virgin Islands.

State of Good Repair (SGR) means the condition in which a capital asset is able to operate at a full level of performance.

State Safety Oversight Agency means an agency established by a State that meets the requirements and performs the functions specified by 49 U.S.C. 5329(e) and **(k)** and the regulations set forth in 49 CFR part 674.

Subrecipient means **an entity that receives Federal transit grant funds indirectly through a State or a direct recipient.**

System Reliability: Major mechanical system failures, e.g., breakdown of brakes, engine cooling.

Transit Agency means an operator of a public transportation system. **that is a recipient or subrecipient of Federal financial assistance under 49 U.S.C. 5307 or a rail transit agency.**

Transit Asset Management Plan means the strategic and systematic practice of procuring, operating, inspecting, maintaining, rehabilitating, and replacing transit capital assets to manage their performance, risks, and costs over their life cycles, for the purpose of providing safe, cost-effective, and reliable public transportation, as required by 49 U.S.C. 5326 and 49 CFR part 625.

Transit Worker means any employee, contractor, or volunteer working on behalf of the transit agency.

Urbanized Area means, as defined under 49 U.S.C. 5302, an area encompassing a population of 50,000 or more that has been defined and designated in the most recent decennial census as an urban area by the Secretary of Commerce.

3 TRANSIT AGENCY INFORMATION

Gold Coast Transit District is a California Governmental Transit District formed by the California legislation, which operates fixed route transit bus service in Ventura County, California. Gold Coast Transit District is a recipient of Section 5307 funds. Gold Coast Transit District ~~also utilizes a contractor (external provider) to~~ provides “Demand Response” (paratransit) transportation services and ensures compliance under Part 673. ~~GCTD will monitor the paratransit subcontractor’s Agency Safety Plan.~~

3.1 Accountable Executive

Gold Coast Transit District’s Accountable Executive is Vanessa Rauschenberger as the General Manager. The General Manager is the single, identifiable person who has ultimate responsibility for carrying out this Agency Safety Plan and Gold Coast Transit District’s Transit Asset Management (TAM) Plan, and control or direction over the human and capital resources needed to develop and maintain both this Plan and the TAM Plan.

The General Manager is accountable for ensuring that the Agency’s Safety Management Systems (SMS) is effectively implemented throughout the Agency’s public transportation system. The General Manager is accountable for ensuring action is taken, as necessary, to address substandard performance in the Agency’s SMS. The General Manager may delegate specific responsibilities, but the ultimate accountability for the Transit Agency’s safety performance cannot be delegated and always rests with the General Manager.

3.2 Chief Safety Officer

The General Manager designates ~~the~~ Alex Zaretsky Director of Human Resources as Gold Coast Transit District’s Chief Safety Officer who has the authority and responsibility for day-to-day implementation and operation of the Agency’s SMS. The Chief Safety Officer holds a direct line of reporting to the Accountable Executive,

As shown in the organization chart in Attachment A, management has a strong working relationship with the operations and maintenance departments along with the asset management functions at Gold Coast Transit District.

4 PLAN DEVELOPMENT, APPROVAL, AND UPDATES

This Plan is based on the four (4) principles or pillars of the Safety Management Systems (SMS). SMS is defined as the formal, top-down, organization-wide, data-driven approach to managing safety risk and assuring the effectiveness of safety mitigations. It includes systematic policies, procedures, and practices for the management of safety risk. The four principles or pillars of SMS are: (1) Safety Management Policy; (2) Safety Risk Management; (3) Safety Assurance; and (4) Safety Promotion.

4.1 Drafting The Plan

GCTD drafted this Plan thus meeting the requirements of 49 CFR Part 673.11(d). FTA will oversee compliance with the requirements of Part 673 through the existing Triennial Review processes.

4.2 Signature By The Accountable Executive And Approval By The Board

Pursuant to 49 CFR Part 673.11 (a)(1), this Agency Safety Plan and subsequent updates must be signed by the Accountable Executive and approved by Gold Coast Transit District's Board. Documentation of Board approval is found in the Board report of June 3, 2020.

4.3 Certification Of Compliance

Pursuant to 49 CFR Parts 673.13(a) and 673.13(b), Gold Coast Transit District certifies that it has established this Agency Safety Plan, meeting the requirements of 49 CFR Part 673 by July 20, 2020, and will certify its compliance with 49 CFR Part 673.

Gold Coast Transit District must update this Agency's Safety Plan on an annual basis. All Agency Safety Plan updates shall be signed by the Accountable Executive and approved by the board of Gold Coast Transit District.

4.4 Plan Review And Updates

Gold Coast Transit District updates this Safety Plan when information, processes or activities change within the Agency and/or when Part 673 undergoes significant changes, or annually, whichever comes sooner. ~~As~~ Gold Coast Transit District collects data through its Safety Risk Management and Safety Assurance processes, and Track-it a database, and will evaluate the safety performance targets (SPTs) to determine whether they need to be changed, as well.

This Plan will be jointly reviewed and updated by the Chief Safety Officer and General Manager with the assistance of subject matter experts, each year. The Accountable Executive will approve any changes, then forward on to the Board for approval.

This Plan may need to be reviewed and updated more frequently based on the following:

- We determine our approach to mitigating safety deficiencies is ineffective;
- We make significant changes to service delivery;
- We introduce new processes or procedures that may impact safety;
- We change or re-prioritize resources available to support SMS;
- We significantly change our organizational structure.

5 SAFETY PERFORMANCE TARGETS (SPTs)

5.1 Target Development

GCTD will create self-Safety Plan Targets SPTs in this Safety Plan. These targets are specific numerical targets set by GCTD and based on the safety Performance Measures established by yearly performance measures. GCTD will also review through FTA in the National Public Transportation Safety Plan. In the most recent version, the 2017 NSP3, FTA adopted four initial safety Performance Measures: (1) Fatalities, (2) Injuries, (3) **Major Events**, and **Collisions** (4) System Reliability and **Assaults on Transit Workers**.

GCTD will develop safety performance targets that it will review and update annually. The specific safety performance targets are based on the safety performance measures established under the GCTD performance measures, and will utilize the National Public Transportation Safety Plan and the safety performance goals set through FTA based on the past three (3) Calendar years of data.

The Safety Performance Targets for Gold Coast Transit District for the first year 2020 is expected to stay within 1% +/- of previous three years data pertaining to fatalities, injuries, safety events, and system reliability.

Note: Baseline data for each target will be analyzed by GCTD.

Gold Coast Transit District will make safety performance targets available to aid in the planning process upon certification of this plan.

REQUIRED SAFETY RISK REDUCTION PROGRAM MEASURE	DESCRIPTION
Major Events	This includes all safety and security major events as defined by the NTD.
Major Event Rate	This includes all safety and security major events as defined by the NTD, divided by VRM.
Collisions	This includes all collisions reported to the NTD.
Collision Rate	This includes all collisions reported to the NTD, divided by VRM.
Injuries	This includes all injuries as defined by the NTD.
Injury Rate	This includes all injuries as defined by the NTD, divided by VRM.
Assaults on Transit Workers	This includes all assaults on transit workers as defined by the NTD.
Rate of Assaults on Transit Workers	This includes all assaults on transit workers as defined by the

6 OVERVIEW OF THE AGENCY’S SAFETY MANAGEMENT SYSTEMS (SMS)

SMS is a comprehensive, collaborative approach that brings management and labor together to build on the transit industry’s existing safety foundation to control risk better, detect and correct safety problems earlier, share and analyze safety data more effectively, and measure safety performance more carefully. Gold Coast Transit District’s SMS focuses on applying resources to risk and is based on ensuring that the Gold Coast Transit District has the organizational infrastructure to support decision-making at all levels regarding the assignment of resources. Some key parts of Gold Coast Transit District’s SMS include:

- Defined roles and responsibilities;
- Strong executive safety leadership;
- Formal safety accountabilities and communication;
- Effective policies and procedures; and
- Active employee involvement

Furthermore, Gold Coast Transit District’s SMS have four distinct components, which are discussed in subsequent sections to this Safety Plan:

- Safety Policy

- Safety Risk Management
- Safety Assurance
- Safety Promotion

7 SAFETY MANAGEMENT POLICY §673.23

The first component of Gold Coast Transit District's SMS is the Safety Management Policy, which is the foundation of Gold Coast Transit District's safety management system. It clearly states the organization's safety objectives and sets forth the policies, procedures, and organizational structures necessary to accomplish the safety objectives. The Safety Management Policy clearly defines management and employee responsibilities for safety throughout the organization. It also ensures that management is actively engaged in the oversight of the system's safety performance by requiring regular review of the Safety Management Policy, budget and program by the designated Accountable Executive.

7.1 Safety Management Policy Statement

Safety is a core value at Gold Coast Transit District, and managing safety is a core business function. Gold Coast Transit District will develop, implement, maintain, and continuously improve processes to ensure the safety of our customers, employees, and the public. Gold Coast Transit District's overall safety objective is to proactively manage safety hazards and their associated safety risk, with the intent to eliminate unacceptable safety risk in our transit operations.

Gold Coast Transit District will:

- Clearly, and continuously explain to all staff that everyone working within Gold Coast Transit District must take part and be responsible and accountable for the development and operation of the Safety Management System (SMS).
- Work continuously to minimize safety risks. Work to comply with and, wherever possible, exceed legislative and regulatory requirements and standards for passengers and employees.
- Work to ensure that all employees are provided appropriate safety information and training, are competent in safety matters, and assigned tasks commensurate with duties and skills.
- Reaffirm that responsibility for making our operations safer for everyone lies with all employees – from executive management to frontline employees. Each manager is responsible for implementing the SMS in their area of responsibility and will be held accountable to ensure that all reasonable steps are taken to perform activities established through the SMS.

Gold Coast Transit District will establish safety performance targets to help measure the overall effectiveness of our processes and ensure we meet our safety objectives. Gold Coast Transit District will keep employees informed about safety performance goals and objectives to ensure continuous safety improvement.

7.2 Safety Management Policy Communication

The Safety Management Policy is communicated throughout the Agency, to all employees, managers, and executives, as well as contractors, and to the Board. This is accomplished through various processes such as:

- Workshops/training sessions - Conducted for Senior Management, Directors, Managers, Supervisors. Once this Plan or any update to this Plan has been signed by the CEO/General Manager approved by the Board of Directors. All Union representatives will be kept informed.
- New Hire Safety Orientation – All new employees regardless of their classifications will be trained about their roles and responsibilities pertaining to PTASP and the principles of SMS.
- Safety bulletins, email safety newsletter blasts to staff, toolbox/tailgate safety meetings and/or safety committee meetings

7.3 Employee Safety Reporting Program

Gold Coast Transit District implemented a process that allows employees [and contracted employees] to report safety conditions to senior management, protections for employees who report safety conditions to senior management. The purpose, description and protections for employees to report unsafe conditions and hazards are described in the Employee Safety Reporting Program as below:

Purpose:

- a) To establish a system for Gold Coast Transit District employees to identify unsafe conditions or hazards at work and report them to their department management without fear of reprisal. However, disciplinary action could result if the condition reported reveals the employee willfully participated in or conducted an illegal act, gross negligence or deliberate or willful disregard of regulations or procedures, including reporting to work under the influence of controlled substances, physical assault of a coworker or passenger, theft of agency property, unreported safety events, unreported collisions, and unreported passenger injuries or fatalities.
- b) To provide guidelines for facilitating the timely correction of unsafe conditions or hazards by Gold Coast Transit District management.

Description:

- a) This program provides a method for Gold Coast Transit District management to identify, evaluate, and correct or avoid unsafe conditions or hazards, procedural deficiencies, design inadequacies, equipment failures, or near misses that adversely affect the safety of employees.

Examples of voluntary safety reports include:

- Safety hazards in the operating environment (for example, county or city road conditions),
 - Policies and procedures that are not working as intended (for example, insufficient time to complete pre-trip inspection),
 - Events that senior managers might not otherwise know about (for example, near misses), and
 - Information about why a safety event occurred (for example, radio communication challenges).
- b) The program also involves recommending corrective actions and resolutions of identified unsafe conditions or hazards and/or near miss.
 - c) All employees have the obligation to report immediately any unsafe conditions or hazards and near miss to their immediate supervisor /department manager and may do so without fear of reprisal.

d) Unsafe conditions or hazards may also be identified as a result of occupational injury or illness investigations and/or by accident investigation.

e) Other means by which hazards may be identified are inspections/audits or observations made by the supervisors/management staff as referenced in agency's Safety Inspection Program.

f) Findings will be published immediately following mitigation actions. If employee identification is available, direct feedback regarding mitigation will be provided.

7.4 SMS Authorities, Accountabilities, And Responsibilities

This Plan has assigned specific SMS authorities, accountabilities, and responsibilities to the designated Accountable Executive; Chief Safety Officer; Agency's Leadership/Executive Management; and Key Staff/Employees as described below:

7.4.1 Accountable Executive

Gold Coast Transit District's Accountable Executive is the General Manager. The General Manager is accountable for ensuring that the transit agency's SMS is effectively implemented throughout the Agency's public transportation system. The General Manager is accountable for ensuring action is taken, as necessary, to address substandard performance in the transit agency's SMS. The General Manager may delegate specific responsibilities, but the ultimate accountability for Gold Coast Transit District's safety performance cannot be delegated and always rests with the General Manager. The General Manager is accountable for ensuring that the Agency's SMS is effectively implemented, and that action is taken, as necessary, to address substandard performance in the Agency's SMS. The Accountable Executive may delegate specific responsibilities, but not accountability for Gold Coast Transit District's safety performance.

The General Manager roles include, but are not limited to:

- Decision-making about resources (e.g. people and funds) to support asset management, SMS activities, and capital investments;
- Signing SMS implementation planning documents;
- Endorsing SMS implementation team membership; and
- Ensuring safety concerns are considered and addressed in the agency's ongoing budget planning process.
- Ensuring transparency in safety priorities: for the Board of Directors and for the employees.
- Establishing guidance on the level of safety risk acceptable to the agency.
- Assuring safety policy is appropriately communicated throughout the agency.
- Other duties as assigned/necessary.

7.4.2 Chief Safety Officer

The Chief Safety Officer has the authority and responsibility for day-to-day implementation and operation of Gold Coast Transit District's SMS.

Chief Safety Officer's Roles include:

- Decision-making about resources (e.g., people and funds) to support asset management, SMS activities, and capital investments;

- Overseeing the safety risk management program by facilitating hazard identification, safety risk assessment, and the development and implementation of safety risk mitigations.
- Monitoring safety risk mitigation activities;
- Providing periodic reports on safety performance;
- Briefing the Accountable Executive and the **Board** on SMS implementation progress.
- Planning safety management training; and
- Developing and organizing annual audits/reviews of SMS processes and the Agency Safety Plan to ensure compliance with 49 CFR Part 673 requirements.
- Maintaining safety documentation.
- Other duties as assigned/necessary.
- **Safety Committee. A large urbanized area provider must establish a joint labor-management Safety Committee that meets the requirements of § 673.19.**

7.4.3 Agency Leadership And Executive Management

The department directors and or managers of each department comprise the District's Leadership/Executive Management. Some of their responsibilities include:

- Day-to-day implementation of the Agency's SMS throughout their department and the organization.
- Communicating safety accountability and responsibility from the frontline employees to the top of the organization.
- Ensuring employees are following their working rules and procedures, safety rules and regulations in performing their jobs, and their specific roles and responsibilities in the implementation of this Agency Safety Plan and the Agency's SMS.
- Ensuring that employees comply with the safety reporting program and are reporting unsafe conditions and hazards to their department management; and making sure reported unsafe conditions and hazards are addressed in a timely manner.
- Ensuring that resources are sufficient to carry out employee training/certification and re-training as required by their job classifications.

7.4.4 Key Staff

The agency Key Staff/Employees may include managers, supervisors, specialists, analysts, database administrators, and other key employees who are performing highly technical work and overseeing employees performing critical tasks and providing support in the implementation of this Agency Safety Plan and SMS principles in various departments throughout the agency.

Gold Coast Transit District's Key Staff/Employees responsibilities include Management and Frontline Employees as a Safety Committee: **§ 673.17 Cooperation with frontline transit worker representatives. § 673.19 Safety Committees.**

Safety Committee membership. The Safety Committee must consist of an equal number of frontline transit worker representatives and management representatives. To the extent practicable, the Safety Committee must include frontline transit worker representatives from major transit service functions, such as operations and maintenance, across the transit system.

- Ensuring that employees are complying with the safety reporting program.
- Ensuring supervisors are conducting their toolbox safety meetings
- Promoting safety in employee's respective area of responsibilities – That means: accidents; absence of any safety concerns; perfect employee performance; and

compliance with agency rules and procedures and regulatory requirements are reviewed among other hazards.

- Ensuring safety of passengers, employees, and the public.
- Responding to customer complaints and expectations for frequency, reliability, and convenience of service.
- Replacing and maintaining aging facilities, equipment, and infrastructure.
- Meeting increasing demands for fixed route, commuter service and paratransit service.
- Developing and maintaining programs to gather pertinent data elements to develop safety performance reports and conduct useful statistical analyses to identify trends and system performance targets.
- Establishing clear lines of safety communication and holding accountability for safety performance.
- Assisting as subject matter experts in safety risk assessment and safety risk mitigation processes.

8 SAFETY RISK MANAGEMENT (SRM) §673.25

The second component of Gold Coast Transit District's SMS is Safety Risk Management, which includes processes and procedures to provide an understanding of the Agency's operations and vehicle maintenance to allow individuals to identify hazards associated with those activities.

Gold Coast Transit District has implemented a Safety Risk Management process for all elements of its transportation system. The Safety Risk Management process includes the following activities: safety hazard identification, safety risk assessment, and safety risk mitigation.

8.1 Hazard Identification

Hazard identification is the first step in the Safety Risk Management process and a key component. It involves these fundamental safety-related activities: Identifying safety hazards and their consequences; assessing the risks associated with the consequences of the hazards; and developing mitigations to reduce the potential consequences of the identified hazards.

The following is Gold Coast Transit District's methods and processes to identify hazards. The Agency considers, as a source for hazard identification, data and information provided by an oversight authority and the FTA. Hazards are identified through a variety of sources, including:

- Employee safety reporting,
- Review of vehicle camera footage,
- Review of monthly performance data and safety performance targets,
- Observations from supervisors,
- Maintenance reports,
- Comments from customers, passengers, and third parties,
- Safety committee, driver and staff meetings,
- Results of audits and inspections of vehicles and facilities,
- Results of training assessments
- Investigations into safety events, incidents and occurrences, and
- Information from FTA and oversight authorities.

When a hazard has been identified, whatever the source, it is reported to Gold Coast Transit District's Chief Safety Officer, who enters it into the Track-It data base. The Chief Safety Officer

also may enter hazards into this data base on reviews of operations and maintenance activities and procedures.

The Chief Safety Officer will investigate hazards to collect information and determine if hazards need to be entered into the safety risk assessment process. In following up on identified hazards, the Chief Safety Officer may:

- Reach out to the reporting party, if available, to gather all known information about the reported hazard,
- Conduct a walkthrough of the affected area, assessing the possible hazardous condition, generating visual documentation (photographs and/or video), and taking any measurements deemed necessary,
- Conduct interviews with employees in the area to gather potentially relevant information on the reported hazard,
- Review any documentation associated with the hazard (records, reports, procedures, inspections, technical documents, etc.),
- Contact other departments that may have association with or technical knowledge relevant to the reported hazard,
- Review any past reported hazards of a similar nature, and
- Evaluate tasks and/or processes associated with the reported hazard.

Any identified hazard that poses an immediate risk to transit operations, the health and safety of employees or the public, or equipment must immediately be brought to the attention of the Accountable Executive and placed through the Safety Risk Management process for safety risk assessment and mitigation. Otherwise, hazards will be prioritized for further Safety Risk Management activity.

8.2 Safety Risk Assessment

Safety risk assessment defines the level or degree of the safety risk by assessing the likelihood and severity of the consequences of hazards and prioritizes hazards based on the safety risk. The Chief Safety Officer, with assistance from key staff subject matter experts, is responsible for assessing identified hazards and ratings using the safety risk matrix below. Prioritizing safety risk provides the Accountable Executive with the information needed to make decisions about resource application.

The following matrix, adopted from the TSI Participation Guide – SMS Principles for Transit, facilitates the ranking of hazards based on their probability of occurrence and severity of their outcome.

Probability Levels			
Description	Level	Specific Individual Item	Fleet Inventory
Frequent	A	Likely to occur often in the life of an item.	Continuously experienced.
Probable	B	Will occur several times in the life of an item.	Will occur frequently.
Occasional	C	Likely to occur sometime in the life of an item.	Will occur several times.
Remote	D	Unlikely, but possible to occur in the life of an item.	Unlikely, but can reasonably be expected to occur.

Improbable	E	So unlikely, it can be assumed occurrence may not be experienced in the life of an item.	Unlikely to occur, but possible.
Eliminated	F	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.

The measuring goes from A to F with A being frequent or likely to occur frequently and E being improbable or expected that this event will most likely never occur. The designation F is used when potential hazards are identified and later eliminated.

Severity Levels		
Description	Level	Mishap Result Criteria
Catastrophic	1	Could Result in one or more of the following: death, permanent total disability, irreversible significant environmental impact, or monetary loss equal to or exceeding \$10M
Critical	2	Could result in one or more of the following: permanent partial disability, injuries or occupational illness that may result in hospitalization of at least three personnel, reversible significant environmental impact, or monetary loss equal to or exceeding \$1M but less than \$10M
Marginal	3	Could result in one or more of the following: injuries or occupational illness resulting in one or more lost work day(s), reversible moderate environmental impact, or monetary loss equal to or exceeding \$100k but less than \$1M
Negligible	4	Could result in one or more of the following: injuries or occupational illness not resulting in lost work day, minimum environmental impact. Or monetary loss less than \$100k.

The Safety Risk Severity Table presents a typical safety risk. It includes four categories to denote the level of severity of the occurrence of a consequence, the meaning of each category, and the assignment of a value to each category using numbers. In this table, 1 is considered catastrophic meaning possible deaths and equipment destroyed and 4 is considered negligible or of little consequence with two levels in between.

Safety Risk Probability and Safety Risk Severity are combined into the Safety Risk Index Ranking to help prioritize safety risks according to the table below.

Safety Risk Assessment Matrix				
Severity → Probability ↓	Catastrophic 1	Critical 2	Marginal 3	Negligible 4
A-Frequent	1A	2A	3A	4A
B- Probable	1B	2B	3B	4B
C-Occasional	1C	2C	3C	4C
D- Remote	1D	2D	3D	4D
E- Improbable	1E	2E	3E	4E
F- Eliminated				
Safety Risk Index Ranking				
1A, 1B, 1C, 2A, 2B	High	Unacceptable		
1D, 2C, 3A, 3B	Serious	Undesirable - With management decision required		
1E, 2D, 2E, 3C, 3D, 3E, 4A, 4B,	Medium	Acceptable - with review by management		
4C, 4D, 4E	Low	Acceptable - without review		

The Chief Safety Officer documents recommendations regarding hazard rating and mitigation options and reports this information to the Accountable Executive.

8.3 Safety Risk Mitigation

The Chief Safety Officer, assisted by Key Staff subject matter experts, reviews current safety risk mitigations and establish procedures to 1) eliminate; 2) mitigate; 3) accept specific risks. Prioritization of safety remediation measures is based on risk analysis and a course of action acceptable to Gold Coast Transit District management.

The safety risk must be mitigated if ranked as Unacceptable (High- Red). Those safety risks that have been mitigated, even those mitigated risks shown as Acceptable status (Low -Green) undergo regular and consistent monitoring to ensure the mitigation strategy is effective.

Key strategies to minimize the types of risks that potentially exist include:

- Development and deployment of policies and procedures that address known hazards and risks,
- Discussion of other actions, strategies and procedures that might help safeguard against unknown/unforeseen risks,
- Training of drivers and other agency staff on all safety policies and procedures,
- Training of drivers and other agency staff on methodologies for handling emergencies, and
- Training of drivers and staff on proper and effective use of emergency equipment and communication technologies and protocol.

Safety risk mitigations are tracked and updated in the Hazard Log by the Chief Safety Officer.

9 SAFETY ASSURANCE §673.29

The third component of the Districts SMS is Safety Assurance, which ensures the performance and effectiveness of safety risk controls established under safety risk management. Safety assurance also helps ensure that the organization meets or exceeds its safety objectives through the collection, analysis, and assessment of data regarding the organization's performance. Safety assurance includes inspection activities to support oversight and performance monitoring.

Gold Coast Transit District monitors its operations and maintenance protocols and procedures, and any safety risk mitigations to ensure that it is implementing them as planned. Furthermore, the District investigates safety events (as defined in this plan]) and any reports of non-compliance with applicable regulations, standards, and legal authority. Finally, the Districts continually monitors information reported to it through any internal safety reporting programs, including the employee safety reporting program.

Some of the key elements of Gold Coast Transit District's Safety Performance Monitoring and Measurement are shown below in subsection 9.1:

9.1 SAFETY PERFORMANCE MONITORING AND MEASUREMENT

As part of the Safety Assurance Process, Gold Coast Transit District:

- Monitors the system for compliance with, and sufficiency of, the Agency's procedures for operations and maintenance through:
 - Safety audits,

- Informal inspections,
- Regular review of on-board camera footage to assess drivers and specific incidents,
- Safety surveys,
- Employee safety reporting program,
- Investigation of safety occurrences,
- Safety review prior to the launch or modification of any facet of service,
- Daily data gathering and monitoring of data relating to the delivery of service,
- Regular vehicle inspections and preventative maintenance, and
- Continuous feedback loop between leadership and all levels of the agency.
- Monitors its operations to identify any safety risk mitigations that may be ineffective, inappropriate, or were not implemented as intended through:
 - Reviewing results from accident, incident, and occurrence investigations,
 - Monitoring employee safety reporting,
 - Reviewing results of internal safety audits and inspections, and
 - Analyzing operational and safety data to identify emerging safety concerns.
- Conducts investigations of safety events to identify causal factors; and
- Monitors information reported through any internal safety reporting programs.
 - The Chief Safety Officer routinely reviews safety data captured in employee safety reports, safety meeting minutes, customer complaints, and other safety communication channels. When necessary, the Chief Safety Officer ensures that the issues and concerns are investigated or analyzed through the safety risk assessment process.
 - The Chief Safety Officer also reviews the results of internal and external reviews, including audits and assessments, with findings affecting safety performance, compliance with operations and maintenance procedures, or the effectiveness of safety risk mitigations. The Chief Safety Officer discusses relevant safety issues and concerns with the Accountable Executive and executive management and documents the results of these reviews in the Hazard Log.

In the event of a fatality, Gold Coast Transit District complies with all FTA drug and alcohol requirements.

In California, every driver involved in an accident that results in death, injury, or property damage over \$1000, effective January 1, 2017, must report the accident on a [Report of Traffic Accident Occurring in California](#) (SR 1) form to DMV. The report forms are available at www.dmv.ca.gov, by calling 1-800-777-0133, and at CHP and DMV offices. Also, under California Vehicle Code §16002(b) the driver of a vehicle that is owned or operated by a publicly owned or operated transit system, or that is operated under contract with a publicly owned or operated transit system, and that is used to provide regularly scheduled transportation to the general public or for other official business of the system shall, within 10 days of the occurrence of the accident, report to the transit system any accident of a type otherwise required to be reported pursuant to [subdivision \(a\) of Section 16000](#). Gold Coast Transit District requires driver notification to Gold Coast Transit District immediately and maintains records of any report filed pursuant to this paragraph.

10 SAFETY PROMOTION §673.29

The fourth component of the Agency's SMS is Safety Promotion, which includes a combination of training and communication of safety information to employees to enhance the District's safety

performance. Safety Promotion sets the tone for the SMS and helps Gold Coast Transit District to establish and maintain a robust safety culture. Safety Promotion has two-components: (1) Safety Communication; and (2) Competencies and Training.

10.1 Safety Communication

Gold Coast Transit District communicates safety and safety performance information throughout the organization that, at a minimum, conveys information on hazards and safety risks relevant to employees' roles and responsibilities and informs employees of safety actions taken in response to reports submitted through an employee safety reporting program.

Ongoing safety communication is critical, and Gold Coast Transit District ensures communication occurs up, down, and across all levels of the organization. Any lessons learned are communicated to all concerned. Management commitment to address safety concerns and hazards is communicated on a regular basis. Management encourages and motivates employees to communicate openly, authentically, and without concern for reprisal; ensures employees are aware of SMS principles and understand their safety-related roles and responsibilities; conveys safety critical information such as accident data, injuries, and reported safety concerns and hazards and their resolutions to employees. Gold Coast Transit District's tools to support safety communication include:

- Safety bulletins
- Safety Meetings, notices
- Posters
- CDs or online safety video access
- Newsletters
- Briefings or Toolbox talks
- Seminars and workshops
- New employee training and refresher training
- Intranet or social media
- Safety Committee Meetings

Competencies and Training: Executive Management ensures that all employees attend the training provided to understand their specific roles and responsibilities for the implementation of SMS. Gold Coast Transit District provides SMS training in the following areas:

All Employees:

- Understanding of Safety Performance Targets
- Understanding of fundamental principles of SMS
- Understanding of Safety Reporting Program – Reporting unsafe conditions and hazards/near misses
- Understanding of their individual roles and responsibilities under SMS

Managers and Supervisors

- Understanding of Safety Risk Management
- Understanding of Safety Assurance
- Understanding of Safety Promotion
- Understanding of their individual roles and responsibilities for SMS

Executive Management:

- Understanding of management commitment to and support of all SMS activities.

All employees are required to acquire the competencies and knowledge for the consistent application of their skills as they relate to safety performance objectives. Gold Coast Transit District dedicates resources to conduct effective safety-related skill training. The scope of the safety training is appropriate to each employee's individual safety-related job responsibilities and their role in SMS. Components of Gold Coast Transit District's skill-related training includes:

- Conducting training needs analyses to ensure that the right information is being taught to the right employees using the most efficient training methods.
- Communicating purpose, objectives, and outcome.
- Ensuring relevant content by directly linking training to the trainee's job experiences so trainees are more motivated to learn.
- Using active hands-on demonstrations and practice to demonstrate skills that are being taught and provide opportunities for trainees to practice skills.
- Providing regular feedback during hands-on practice and exercises.
- Reinforcing training concepts in the post-training work environment by giving employees opportunities to perform what they've learned.

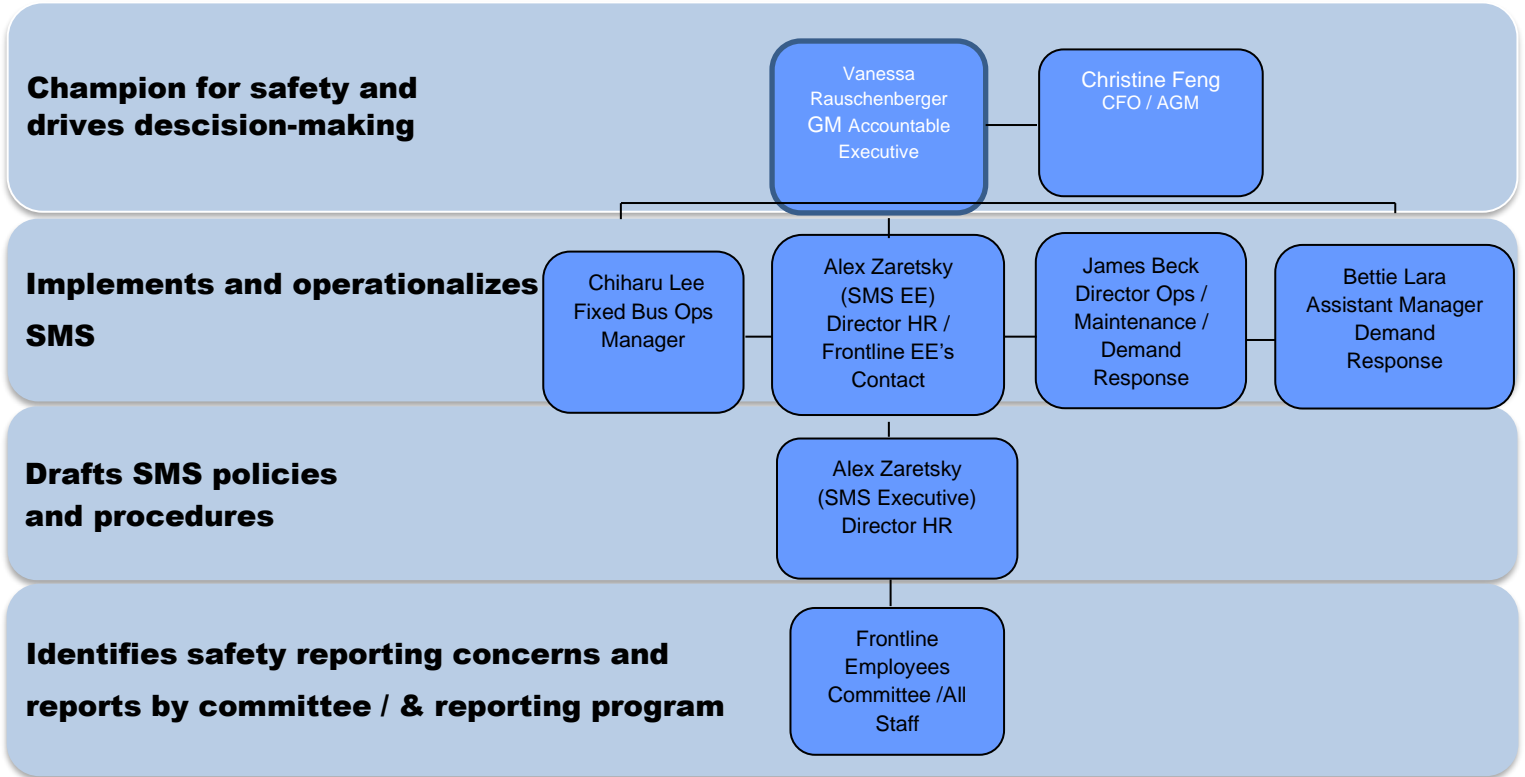
Gold Coast Transit District conducts refresher safety training e.g., monthly, during employee safety meetings.

Safety Plan Documentation and Recordkeeping:

Pursuant to 49 CFR Part 673.31, Gold Coast Transit District maintains records related to this Safety Plan and SMS implementation for a minimum of three years. These documents include but are not limited to the results from SMS processes and activities. Gold Coast Transit District will make these documents available to FTA Region 9, and other Federal and state agencies upon request.

ATTACHMENT A

ROLES AND RESPONSIBILITIES: ORGANIZATIONAL CHART



SAFETY PERFORMANCE MEASURES FOR ALL AGENCIES SUBJECT TO THE PTASP REGULATION

Safety performance measures help support transit agency safety risk management and safety assurance processes. The Safety Assurance component of an SMS leverages a structured approach of planning, identifying safety performance measures, conducting data analysis, setting safety performance targets, and monitoring safety performance. Safety performance measures provide the basis for continuous safety improvement.

To align safety performance measurement requirements across all agencies subject to the PTASP regulation, the measures outlined in this chapter are based on safety and service data that the NTD collects from applicable agencies. For clarification on NTD reporting requirements and definitions, please refer to the latest NTD Safety & Security Reporting Policy Manual at the [NTD Manuals web page](#).

All transit agencies subject to the PTASP regulation report safety data to the NTD. However, due to NTD reporting requirements, some smaller transit agencies may report less-detailed safety and security event data than larger agencies. Some of the measures defined below use categories that exceed the level of detail these smaller agencies report to the NTD. Where data is not reported to the NTD, agencies should reference internal agency records to identify appropriate data for each measure to support the setting of all required targets.

The previous version of the National Safety Plan identified safety performance measures to support the required PTASP safety performance target setting for all modes of public transportation, identifying seven (7) measures for each mode (or modal group). This updated plan identifies 14 safety performance measures for all transit providers subject to the PTASP regulation.

ATTACHMENT B

REQUIRED ACTIONS REGARDING ASSAULTS ON TRANSIT WORKERS

The Federal Transit Administration (FTA) is issuing a General Directive to address the significant and continuing national-level safety risk related to assaults on transit workers. The General Directive requires each transit agency subject to FTA's Public Transportation Agency Safety Plans (PTASP) Final Rule to conduct a safety risk assessment, identify safety risk mitigations or strategies, and provide information to FTA on how it is assessing, mitigating, and monitoring the safety risk associated with assaults on transit workers.

Assault on a transit worker means, as defined under 49 U.S.C. 5302, a circumstance in which an individual knowingly, without lawful authority or permission, and with intent to endanger the safety of any individual, or with a reckless disregard for the safety of human life, interferes with, disables, or incapacitates a transit worker while the transit worker is performing the duties of the transit worker.

Required Actions

1. Conduct a Safety Risk Assessment
2. Identify Safety Risk Mitigations
3. Submit Required Information to FTA

L. Follow-Up Reporting

General Directive 24-1 requires every transit agency subject to FTA's Public Transportation Agency Safety Plans (PTASP) regulation to do the following:

- Conduct a risk assessment of assaults on the agency's transit workers, specifically on transit vehicles and facilities, using the Safety Management System processes outlined in its Agency Safety Plan.
- If a transit agency has determined it has an unacceptable level of risk of assaults on transit workers, it must identify strategies to mitigate that risk and improve transit worker safety.
- Every transit agency serving a large, urbanized area (with a population of more than 200,000 people) must comply with PTASP requirements to involve the joint labor-management Safety Committee when identifying safety risk mitigations and strategies.
- Finally, each transit agency must provide information to FTA within 90 days on the risk level identified in its system, how it is mitigating those risks, and how it is monitoring the safety risk associated with assaults on transit workers.

DOCUMENTATION OF REQUIRED ACTIONS

REGARDING ASSAULTS ON TRANSIT WORKERS

Required Actions Regarding Assaults on Transit Workers (General Directive 24-1|Federal Register Notice) protects our nation's frontline transit workers from assaults by requiring more than 700 transit agencies nationwide to take action.

Transit agencies subject to FTA's Public Transportation Agency Safety Plans (PTASP) must conduct a safety risk assessment, identify safety risk mitigations or strategies and provide information to FTA on how they are assessing, mitigating and monitoring the safety risk

associated with assaults on transit workers. The General Directive is a significant and necessary next step in FTA's efforts to address assaults nationwide to better protect transit workers who regularly interact with the public.

The transit agency must submit to FTA responses to the following questions:

1. Date of completed safety risk assessment: Continual / October 24, 2024

2. Hazard assessed: Transit workers must interact with the public and, at times, must clarify or enforce agency policies.

- Direct interaction with the public, especially with passengers who may be intoxicated, have a mental illness, or be experiencing frustration due to fare increases, service reductions, or delays.
- Bus operators usually interact directly with passengers during rules disputes and when waking, sleeping, or unruly passengers.
- Customer service personnel are subject to verbal abuse. Working alone, in isolated or high-crime areas, during late night or early morning hours raises the risk of assault against transit operators.
- Gender-based sexual harassment and discrimination.
- Escape Routes: Transit operators often lack a way to escape from passengers who threaten or begin to assault them.

3. Potential Consequence: Transit workers are assaulted on transit vehicles.

Likelihood (choose the rating from FTA's scale that most closely matches your agency's scale)

Likelihood	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
			Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property
			A	B	C	D	E
			Severity				

GCTD has not had an "major" NTD-reportable bus operator assault in the last three years that resulted in transport of an employee. We have had several minor non-major injury as well as verbal assaults in this time. It is recognized that on a national level assault on bus operators has been trending up.

Likelihood: 2 Low / Severity D

4. Potential Consequence: Transit workers are assaulted in revenue facilities.

Likelihood (choose the rating from FTA's scale that most closely matches your agency's scale)

Likelihood	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
			Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property
			A	B	C	D	E
			Severity				

GCTD has not had an "major" NTD-reportable bus operator assault in the last three years that resulted in transport of an employee. We have had several minor non-major injury as well as verbal assaults in this time. Customer service personnel are subject to verbal abuse. GCTD has proactive mitigation controls. Revenue facilities are secure by lock and pass keys, and customer service representatives have protective partitions between them and the public and can alert security or police immediately. Customer Service representatives do not work late nights or very early mornings.

Likelihood: 1 Low / Severity B

5. Risk Rating (provide overall risk rating resulting from safety risk assessment).

Likelihood	5	Very High					
	4	High					
	3	Moderate					
	2	Low					
	1	Very Low					
			Negligible	Could cause minor first aid treatment	May cause minor injury, or minor property damage	May cause severe injury or major property damage	May cause death or permanent injury or destruction of property
			A	B	C	D	E
			Severity				

Overall, GCTD’s analysis, which is based on potential assaults against bus operators and transit facility workers, is relatively low, based on GCTD’s mitigating programs and training.

Likelihood: 2 Low / Severity C

6. For transit agencies serving a large urbanized area, did the joint labor management Safety Committee identify and recommend safety risk mitigations to reduce the likelihood and severity of the potential consequences of assaults on transit workers identified through the agency’s safety risk assessment?

- Yes

7. If you answered no to Question 6, please explain.

8. Please share the safety risk mitigations the transit agency and/or Safety Committee (at agencies serving large urbanized areas) has identified as a result of the agency's safety risk assessment to reduce the likelihood and/or severity of assaults on transit workers.

Safety risk mitigations which has helped to reduce the likelihood and/or severity of assaults on transit workers at GCTD:

Previous measures used/no longer in use:

- Operator Area Protective Barriers (While initially installed during COVID-19, these were ultimately requested to be removed by bus operators social distance restrictions lifted)

Current measures in place / Active in Place:

- Signage Informing Riders of Surveillance/Penalties for Assaulting Operators
- De-Escalation Training for Employees
- Operating Policies & Procedures
- Video/Audio Surveillance
- Covert/Overt Emergency Alarms (silent button to contact OCC, law enforcement)
- Automated Vehicle Location
- Communication Protocols (only request fare payment once).
- Patrol by field supervisors, bus route strategies / local law enforcement
- Security at OTC / VTC
- Public Awareness Campaigns

Not Active / Potential Future measures:

- Expanded security, transit police
- Personal Security Training
- Crisis Intervention Training.

9. Please provide any additional information that would help FTA understand the details of your mitigation.

Recurring training on safety and security is done biannually through the safety training programs and with the PTASP committee. GCTD is continually reviewing the evolving trends in updates to safety and security. The staff looks for patterns in areas of concern, on routes, problem neighborhoods, and from drivers' and customers' feedback.

10. Implementation status for each safety risk mitigation

Noted above

11. Safety risk mitigation implementation start date (actual or projected):

GCTD's safety mitigation is continuous, with full-time safety and trainers along with the PTASP safety committee. Safety review occurs on a daily basis and meets regularly.

12. Safety risk mitigation implementation completion date (actual or projected):

GCTD's safety mitigation was implemented over time, with the start of video and audio on the buses since 2007, to updating policies on an annual basis. GCTD does continual training on De-Escalation Training for employees.

GCTD's buses have Covert/Overt Emergency Alarms (silent button to contact OCC, alert public/law enforcement and Automated Vehicle Location systems installed at purchase, and Signage Informing Riders of Surveillance/Penalties since 2007. Public Awareness Campaigns are continual.

This risk analysis was completed on October 24, 2024, and implementation is actual.

13. If implementation is in progress, provide approximate percentage toward completion.

Implementation is 80% complete at present but continually evolving, with areas of improvement such as Crisis Intervention Training and partnerships with social services organizations are areas that staff are working to implement in the future.

14. Please provide any additional information that would help FTA understand the progress of your mitigation (e.g., any external ratelimiting factors affecting implementation).

None currently.

15. Performance information or data that the agency is using or will use to make effectiveness determination.

GCTD uses Trackit, a web-based software program that inputs on-time data on incidents, including accidents, injuries, hazards, and safety.

16. Effectiveness of safety risk mitigation:

Effective

17. If effectiveness of mitigation has been assessed by the agency or Safety Committee (at agencies serving large urbanized areas), a statement explaining why mitigations are either effective or ineffective.

GCTD's mitigation program is effective because it has been implemented for some time, with continual training, and uses modern electronic tools, such as a GPS location finder, updated camera systems on the bus, and conceptual de-escalation training for all staff. GCTD has field supervisors who are in constant contact with the bus operators. The supervisors monitor the concerns from high-population areas and at transit centers and are also visible to the public and operators at transit centers to help.

Transit agencies must submit the required information to FTA within 90 days of the issuance of this General Directive via the FTA Safety Management System (SMS) Report on the Transit Integrated Appian Development (TriAD) Platform.

Instructions on how to use the platform and submit the required information can be found at <https://www.transit.dot.gov/>. assaults.

ATTACHMENT C

PUBLIC TRANSPORTATION AGENCY SAFETY PLAN / SAFETY MANAGEMENT SYSTEM RISK ASSESSMENT WORKSHEET

Part of GCTD’s SMS policy is to conduct Hazard Identification on safety risks at the PTASP meetings along with the frontline workers: the process goes in the following order:

1. Hazard Identification.
2. Safety Risk Assessment,
3. Identify safety risk mitigations or strategies.
4. Assurance, mitigating, and monitoring the safety risk associated with the Safety Risk Assessment.

Step 1: HAZARD IDENTIFICATION

Hazard identification is the first step in the Safety Risk Management process and a key component. It involves these fundamental safety-related activities: Identifying safety hazards and their consequences; assessing the risks associated with the consequences of the hazards; and developing mitigations to reduce the potential consequences of the identified hazards.

Hazard means any real or potential condition that can cause injury, illness, or death, damage to or loss of the facilities, equipment, rolling stock, or infrastructure of the system, or damage to the environment.

What is the Hazard assessed? What is the Hazard? The Safety Risk (safety risk) assessment:

Step 2: SAFETY RISK ASSESSMENT

Safety risk assessment defines the level or degree of the safety risk by assessing the likelihood and severity of the consequences of hazards and prioritizes hazards based on the safety risk, by using the safety risk matrix below.

Prioritizing safety risk provides the Accountable Executive with the information needed to make decisions about resource application.

The following matrix, adopted from the TSI Participation Guide – SMS Principles for Transit, facilitates the ranking of hazards based on their probability of occurrence and severity of their outcome:

Probability Levels			
Description	Level	Specific Individual Item	Fleet Inventory
Frequent	A	Likely to occur often in the life of an item.	Continuously experienced.
Probable	B	Will occur several times in the life of an item.	Will occur frequently.
Occasional	C	Likely to occur sometime in the life of an item.	Will occur several times.

Remote	D	Unlikely, but possible to occur in the life of an item.	Unlikely, but can reasonably be expected to occur.
Improbable	E	So unlikely, it can be assumed occurrence may not be experienced in the life of an item.	Unlikely to occur, but possible.
Eliminated	F	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.	Incapable of occurrence. This level is used when potential hazards are identified and later eliminated.

The measuring goes from A to F with A being frequent or likely to occur frequently and E being improbable or expected that this event will most likely never occur. The designation F is used when potential hazards are identified and later eliminated.

Severity Levels		
Description	Level	Mishap Result Criteria
Catastrophic	1	Could Result in one or more of the following: death, permanent total disability, irreversible significant environmental impact, or monetary loss equal to or exceeding \$10M
Critical	2	Could result in one or more of the following: permanent partial disability, injuries or occupational illness that may result in hospitalization of at least three personnel, reversible significant environmental impact, or monetary loss equal to or exceeding \$1M but less than \$10M
Marginal	3	Could result in one or more of the following: injuries or occupational illness resulting in one or more lost work day(s), reversible moderate environmental impact, or monetary loss equal to or exceeding \$100k but less than \$1M
Negligible	4	Could result in one or more of the following: injuries or occupational illness not resulting in lost work day, minimum environmental impact. Or monetary loss less than \$100k.

The Safety Risk Severity Table presents a typical safety risk. It includes four categories to denote the level of severity of the occurrence of a consequence, the meaning of each category, and the assignment of a value to each category using numbers. In this table, 1 is considered catastrophic meaning possible deaths and equipment destroyed and 4 is considered negligible or of little consequence with two levels in between.

Safety Risk Probability and Safety Risk Severity are combined into the Safety Risk Index Ranking to help prioritize safety risks according to the table below.

Safety Risk Matrix (Consideration)

MIL-STD-882E	Safety Risk Assessment Matrix			
Severity \ Likelihood	Catastrophic 1	Critical 2	Marginal 3	Negligible 4
A - Frequent	1A	2A	3A	4A
B - Probable	1B	2B	3B	4B
C - Occasional	1C	2C	3C	4C
D - Remote	1D	2D	3D	4D
E - Improbable	1E	2E	3E	4E
F - Eliminated				

1A, 1B, 1C, 2A, 2B	High	Unacceptable
1D, 2C, 3A, 3B	Serious	Undesirable with management decision required
1E, 2D, 2E, 3C, 3D, 3E, 4A, 4B	Medium	Acceptable with review by management
4C, 4D, 4E	Low	Acceptable without review

Note: The FTA does not require the use of MIL-STD 882 by Transit systems or even the use of a Safety Risk Matrix. But there are benefits to using a Matrix.

What is the Potential Consequence: Likelihood (choose the rating from FTA's scale that most closely matches your agency's scale):

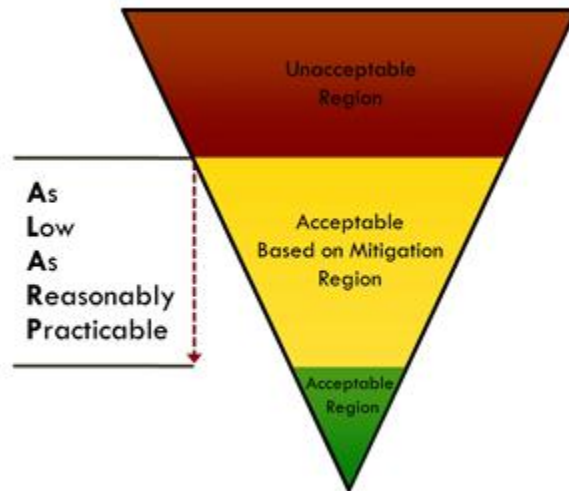
The Chief Safety Officer documents recommendations regarding hazard rating and mitigation options and reports this information to the Accountable Executive.

Step 3: SAFETY RISK MITIGATION.

The safety risk must be mitigated if ranked as Unacceptable (High- Red). Those safety risks that have been mitigated, even those mitigated risks shown as Acceptable status (Low -Green) undergo regular and consistent monitoring to ensure the mitigation strategy is effective.

Key operational strategies to minimize the types of risks that potentially exist include:

- **Avoid** – means avoiding the consequences
 - *Cancel* – A defective transit vehicle is removed from service and decommissioned
 - *Delay* – Suspension of transit service in adverse weather and only resuming it when conditions improve (snow storm or floods)
- **Reduce** – Most common safety risk mitigation strategy
 - *Operation or activity is subject to limitations*
 - *Reduce the likelihood or severity to reach an acceptable region in ALARP*



- **Segregate** – Segregate exposure by limiting the exposure of people, assets, or operations and activities to the consequences of the identified hazards
 - Isolate the effects of the consequences
 - Build-in redundancy (helps minimize Practical Drift)

What safety risk mitigations does the transit agency and/or Safety Committee recommend? What are the strategies to minimize exposure to hazards and unsafe conditions?

- Development and deployment of policies and procedures that address known hazards and risks,
- Discussion of other actions, strategies and procedures that might help safeguard against unknown/unforeseen risks,
- Training of drivers and other agency staff on:
 - safety policies and procedures,
 - methodologies for handling emergencies, and
 - proper and effective use of emergency equipment, communication technologies, and protocol.

Step 4 SAFETY ASSURANCE §673.29

The third component of the District's SMS is Safety Assurance, which **ensures the performance and effectiveness of safety risk controls established under safety risk management**. Safety assurance **also helps ensure that the organization meets or exceeds its safety objectives** through the collection, analysis, and assessment of data regarding the organization's performance.

Safety assurance includes inspection activities to support oversight and performance monitoring with data collected via **Trackit Manager**.

The Assurance:

The screenshot shows the 'Event - Safety Suggestion' interface in Trackit Manager. It features a navigation bar with 'Manage Events', 'Customer Service', 'Write-Up', and 'Safety Suggestion'. Below the navigation bar is a search and filter section with fields for 'Start Date', 'End Date', 'Reference id', 'Employee Name', 'Phone No.', and 'Email'. A table lists 12 safety suggestions with the following columns: Progress Status, Description, Date Time, Employee Name, Priority, Event Manager, and Activity Assign To. The table includes various icons for actions like edit, delete, and assign.

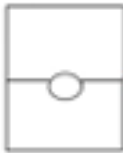
Progress Status	Description	Date Time	Employee Name	Priority	Event Manager	Activity Assign To
Pending Mitigation	Overhanging tree	1 days 16/Oct/2024 06:17 AM	Gilberto Pinon	4C	Safety & Training	Planning
Pending Mitigation	Overhanging tree	1 days 16/Oct/2024 02:30 PM	Gilberto Pinon	4D	Safety & Training	Planning
Completed	Broken lights on the sidewalk	101 days 08/Jul/2024 05:42 PM	Michelle Jillson	3C	Austin Novstrup (01051)	Planning
Assign	Hazard Light Audible sound	101 days 08/Jul/2024 10:10 AM	Armin Sailer	4A	Lorne Henderson (01170)	Maintenance
Completed	Bus stop shelter vandalized	103 days 08/Jul/2024 12:25 PM	Julietta Flores	4D	Austin Novstrup (01051)	Planning
Assign	Reflective triangles are difficult to retrieve	106 days 03/Jul/2024 10:57 AM	Gilberto Pinon	4C	Lorne Henderson (01170)	Maintenance
Assign	Building safety	106 days 03/Jul/2024 10:46 AM	Gilberto Pinon	4A	Lorne Henderson (01170)	Maintenance
Completed	Bus stop terrain unsafe	106 days 01/Jun/2024 01:00 PM	William Busicchia	3B	Safety & Training	Gilberto Pinon (00552)
Completed	Sign Hazard	506 days 30/May/2023 10:58 AM	Guadalupe Juarez	4C	Safety & Training	Planning
Completed	Safety concern for the barrier doors.	547 days 19/Apr/2023 11:10 AM	Thomas Mitchell	4C	Safety & Training	Maintenance

The screenshot shows the 'TrackitManager - Risk Matrix' window. It features a grid with 'PROBABILITY' on the vertical axis and 'IMPACT' on the horizontal axis. The grid cells are color-coded and labeled with risk codes (e.g., 1A, 2A, 3A, 4A). Below the grid are 'Save' and 'Close' buttons.

Probability	Severity	IMPACT			
		Catastrophic (1)	Critical (2)	Serious (3)	Minor (4)
Frequent(A)		1A--	2A--	3A--	4A--
Probable(B)		1B--	2B--	3B--	4B--
Occasional(C)		1C--	2C--	3C--	4C--
Remote(D)		1D--	2D--	3D--	4D--
Improbable(E)		1E--	2E--	3E--	4E--

Imperfect Systems – Practical Drift

"Work as imagined"
System and Tasks as designed and engineered



Start of Operations

Over Time

Procedure

Local Reality
"Work as actually done"

Practical Drift

Practice

"Uncoupling of practice from procedure"

Why? What happened?

- Service delivery pressures
- Procedure no longer practical
- Short-cuts are more efficient
- Supervisor allows it
- Informal processes
- Training inadequately conveyed safety risk
- Employees who will be using the process or procedure had no input into its development

ATTACHMENT D

EMPLOYEE REPORTING SYSTEM

It is our policy that everything possible will be done to protect employees, contractors, and visitors from accidents. Safety is a cooperative undertaking requiring participation by every employee.

To carry out this policy ALL employees shall:

1. Report immediately all unsafe conditions and equipment to their Supervisor, Manager, Department Director and/or GCTD's Human Resources Risk Manager, or the General Manager. **THE EMPLOYEE IS NOT TO USE UNSAFE EQUIPMENT AND MUST REPORT IT.**
2. Report immediately all accidents, injuries and illnesses to their Supervisor, Manager, Department Director, and/or GCTD's Human Resources, or the General Manager.
3. Anyone behaving in a manner consistent with intoxicating liquor or drugs shall not be allowed on the job while in that condition and will be subject to disciplinary actions, up to and including immediate termination.
4. Horseplay, scuffling, and other acts which tend to have an adverse influence on the safety or well-being of Gold Coast Transit District employees are prohibited.
5. Means of egress (exits) shall be kept unblocked, well lighted and unlocked during work hours.
6. In the event of fire, sound alarm and evacuate.
7. Upon hearing fire alarm, stop work and proceed to the nearest clear exit. Gather at the designated evacuation assembly areas.
8. Only trained workers may attempt to respond to a fire or other emergency.
9. Exit doors must comply with fire safety regulations during business hours.
10. Stairways should be kept clear of items that can be tripped over, and all areas under stairways that are exit routes should not be used to store combustibles.
11. Materials and equipment will not be stored against doors or exits, fire ladders, or fire extinguisher stations.
12. Aisles must be kept clear at all times.
13. Work areas should be maintained in a neat, orderly manner. Trash and refuse are to be thrown in proper waste containers.

14. All spills shall be promptly wiped up. If there is concern about the contents of the spill, the material safety data sheet (MSDS) must be reviewed.
15. Always use the proper lifting techniques. Never attempt to lift or push an object which is too heavy. Contact your supervisor or manager when help is needed to move a heavy object.
16. Never stack materials precariously on top of lockers, file cabinets or other relatively high places.
17. When carrying an object, caution should be exercised in watching for and avoiding obstructions, loose material, etc.
18. Do not stack materials in an unstable manner.
19. Report exposed wiring and cords that are frayed or have deteriorated insulation so that they can be repaired or replaced promptly.
20. Never use a metal ladder where it could come in contact with energized parts of equipment, fixtures or circuit conductors.
21. Maintain sufficient access 36 inches minimum clearance and working space around all electrical equipment to permit ready and safe operations and maintenance.
22. Do not use any portable electrical tools and equipment that are not grounded or double insulated.
23. All electrical equipment should be plugged into appropriate wall receptacles or into an extension of only one cord of similar size and capacity. Three-pronged plugs should be used to ensure continuity of ground.
24. All cords running into walk areas must be taped down or inserted through rubber protectors to preclude them from becoming tripping hazards.
25. Inspect motorized vehicles and other mechanized equipment daily or prior to use.
26. Shut off engine, set brakes and block wheels prior to loading or unloading vehicles.
27. Inspect pallets and their loads for integrity and stability before loading or moving.
28. Do not store compressed gas cylinders in areas which are exposed to heat sources, electric arcs or high temperature lines.
29. Do not use compressed air for cleaning off clothing unless the pressure is less than 10 psi.
30. Identify contents of pipelines prior to initiating any work that affects the integrity of the pipe.

31. Wear hearing protection in all areas identified as having high noise exposure.
32. Goggles or face shields must be worn when there is a risk from plastic dust or when there is a risk of splashing hazardous liquids.
33. Do not use any faulty or worn hand tools.
34. Guard floor openings by a cover, guardrail, or equivalent.
35. Do not enter into a confined space unless the space is cleared and authorized for entry and you have provided for a stand-by person.
36. Always keep flammable or toxic chemicals in closed containers when not in use.
37. Do not eat, drink or smoke in areas where hazardous chemicals are present. Smoking is not permitted in the workplace at any time, only at designated smoking areas.
38. Be aware of the potential hazards involving various chemicals stored or used in the workplace.
39. Cleaning supplies should be stored away from edible items on kitchen shelves.
40. Cleaning solvents and flammable liquids must be stored in appropriate containers.
41. Solutions that may be poisonous or not intended for consumption should be kept in well labeled containers.
42. When working with a video display terminal (VDT), have all pieces of furniture adjusted, positioned and arranged to minimize strain on all parts of the body.
43. Never leave lower desk or cabinet drawers open that present a tripping hazard. Use care when opening and closing drawers to avoid pinching fingers.
44. Do not open more than one upper drawer at a time; particularly the top two drawers on tall file cabinets.
45. Individual heaters in work areas should be kept clear of combustible materials such as drapes or waste from waste baskets. Newer heaters which are equipped with tip-over switches should be used.
46. Appliances such as coffee pots and microwaves should be kept in working order and inspected for signs of wear, heat or fraying of cords.
47. Fans used in work areas should be guarded. Guards must not allow fingers to be inserted through the mesh. Newer fans are equipped with proper guards.

HAZARD ABATEMENT RECORD

Safety items identified during safety inspections/investigations will be submitted to the Department Director for review, and an action plan will be developed to resolve each specific safety item. Any needed policies or corrective action will be completed by those assigned responsibility. This form will be used to document identified problems, steps to be taken, and completion deadline.

OVERALL ACTION PLAN

MAJOR STEPS TO BE TAKEN	PRIORITY	COMPLETION DATE

SAFETY EVENT ACCIDENT INVESTIGATION **AND** **REPORTING**

BASIC RULE FOR SAFETY EVENT S-FOR-ACCIDENT INVESTIGATIONS

The purpose of an investigation is to find the cause of an accident and prevent further occurrences, not to fix blame. An unbiased approach is necessary to obtain objective findings.

- Visit the accident scene as soon as possible while facts are fresh and before witnesses forget important details.
- If possible, interview the injured worker at the scene of the accident and "walk" him or her through a re-enactment.
- All interviews should be conducted as privately as possible. Interview witnesses one at a time. Talk with anyone who has knowledge of the accident, even if they did not actually witness it.
- Consider taking signed statements in cases where facts are unclear or there is an element of controversy.
- Document details graphically. Use if needed sketches, diagrams, and photos as needed, and take measurements when appropriate.
- Focus on causes and hazards. Develop an analysis of what happened, how it happened and how it could have been prevented. Determine what caused the accident itself, not just the injury.

Every investigation should include an action plan. How will you prevent such accidents in the future?

GCTD uses Track it, an on-time software system that reports accidents and incidents that employees and supervisors use.



Item # 8

Date: November 6, 2024
To: Board of Directors
From: Cynthia Duque, Director of Planning and Marketing
Subject: **Consider Authorizing the General Manager to Sign an MOU with the County of Ventura to Join Regional Radio System**

SUMMARY

For this item, staff is requesting the Board of Directors consider authorizing the General Manager to sign the enclosed Memorandum of Understanding (MOU) with the County of Ventura allowing our agency to join the regional radio system. This MOU includes provisions for management, operations, and maintenance of the system and all equipment necessary to enable seamless communication across the County's public safety and transportation entities.

BACKGROUND

GCTD currently utilizes a traditional two-way radio system that relies on use of the South Mountain radio repeater for communication between dispatch, bus operators and supervisory personnel. Due to the limitations of the current system, GCTD's Operations department has been working to upgrade its radio system to better enable them to respond to emergencies and operational issues.

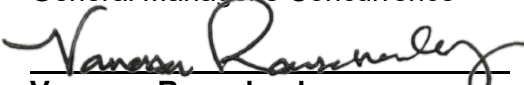
The Ventura County regional radio system provides a standardized, interoperable platform for digital communication across multiple jurisdictions within the County of Ventura. By participating in this system, our agency enhances its operational efficiency, improves coordination with other public safety and transit agencies and heightens GCTD's safety protocols and emergency response preparedness. GCTD's Operations personnel tested the new radio equipment and provided positive feedback on the system.

By signing this MOU, GCTD will be granted participation in the regional oversight committee to engage in early discussions. GCTD will not be charged an access fee until the radios are procured and registered in the County system. Costs associated with this project, cost of radio equipment, will be reimbursed to GCTD by the Ventura County Transportation Commission (VCTC), as part of its Countywide Regional Radio Project, approved and funded by SB 125 state grant allocations.

RECOMMENDATION

It is recommended that the Board of Directors Consider Authorizing the General Manager to Sign an MOU with the County of Ventura to Join Regional Radio System

General Manager's Concurrence


Vanessa Rauschenberger

Attachment: Ventura County Regional Radio System MOU

GOLD COAST TRANSIT DISTRICT

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

This Use Agreement ("Agreement") shall be effective as of _____ by and between the County of Ventura ("COUNTY") and _____ ("AGENCY"). The following terms shall apply:

COUNTY operates, manages, and maintains the Ventura County Regional Radio System ("REGIONAL RADIO SYSTEM") and all equipment used to communicate on the REGIONAL RADIO SYSTEM. Agency's use of the REGIONAL RADIO SYSTEM must always be in compliance with the terms of this Agreement and must never hinder the functionality or operation of the REGIONAL RADIO SYSTEM.

Supervision over the provision of County services, the standards of performance and other matters incident to the performance of such services, shall remain with the COUNTY.

1. GENERAL

1.1 AUTHORITY

1.1.1 The COUNTY retains ultimate legal and financial responsibility over the REGIONAL RADIO SYSTEM.

1.2 PERIOD OF PERFORMANCE

1.2.1 The initial term of this Agreement shall be for a period of one hundred eighty (180) months commencing _____ and expiring at 12:01 a.m. on _____.

1.3 TERMINATION BY COUNTY

1.3.1 COUNTY shall have the right to immediately terminate this Agreement if AGENCY: files for voluntary or involuntary bankruptcy for the adjudication of Agency as a debtor; makes a general assignment, or AGENCY's interest hereunder is assigned involuntarily or by operation of law, for the benefit of creditors; does not comply with applicable law. In addition, COUNTY may terminate this Agreement in the event of a material breach of the Agreement by AGENCY if such breach is not cured within thirty (30) days after written notice from COUNTY.

1.3.2 Continuation of the Agreement is subject to the appropriation of funding by the COUNTY's Board of Supervisors. If funds are not appropriated, or if the COUNTY no longer desires to use the REGIONAL RADIO SYSTEM, the

**VENTURA COUNTY REGIONAL RADIO SYSTEM
USE AGREEMENT**

COUNTY will provide support and assure full operation for a minimum five (5) years or through the end of this Agreement, whichever comes first. If the COUNTY elect's early termination of this Agreement, all subscriber fees and any ancillary expenses will be frozen at the current Board approved rate existing at the time of the termination notice.

- 1.3.3 Upon termination of operations by the COUNTY, the COUNTY shall make every effort to reassign the appropriate frequencies to the AGENCY in a manner and timeline to be agreed upon by the participating agencies. In addition, AGENCY may terminate this Agreement in the event of a material breach of the Agreement by COUNTY if such breach is not cured within thirty (30) days after written notice from AGENCY.

1.4 TERMINATION BY AGENCY

- 1.4.1 This Agreement may be terminated by AGENCY effective only on June 30 in any calendar year and with not less than one full year (12 months) written notice to COUNTY, prior to the effective date of termination.

1.5 COUNTY'S REPRESENTATIVE

- 1.5.1 COUNTY appoints its Chief Information Officer, or designee, as its authorized representative to administer this Agreement.

Notices:

Notices required to be given by either party under this Agreement shall be in writing to the following addresses:

COUNTY
County of Ventura
Chief Information Officer
800 South Victoria Avenue #1100
Ventura, CA 93009

AGENCY
<Agency Name>
<Agency Contact Person/Title>
<Agency Address>
<Agency City, ST ZIP>

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

1.6 GENERAL

- 1.6.1** This Agreement contains all the terms agreed to by COUNTY and AGENCY related to the subject matter of this Agreement. There shall be no oral or other terms agreed to by the parties. No waiver by either party at any time of any of the terms and conditions of this Agreement shall be deemed or construed as a waiver at any time thereafter of the same or of any other terms of the Agreement. This Agreement may be modified only by a written amendment signed by both parties.
- 1.6.2** COUNTY and AGENCY shall cooperate with each other to reasonably assist in performance of the other party's obligations under this Agreement.

1.7 INDEMNIFICATION

- 1.7.1** Subject to the terms of this Agreement, AGENCY and COUNTY shall indemnify, defend, and hold harmless each other from any and all liability for any claims, losses, damages, or injuries to persons or property caused by the negligence or intentional acts of the indemnifying party, its agents or employees, arising from or related to this Agreement, including without limitation all Consequential damages.

1.8 GOVERNING LAW

- 1.8.1** The validity of this Agreement and any of its terms or provisions, as well as the rights and duties of the parties under this Agreement, will be construed pursuant to and in accordance with the internal laws of the State of California.

1.9 FORCE MAJEURE

- 1.9.1** Neither party shall be responsible for delays or failures in performance resulting from acts beyond such party's control. Such acts shall include but shall not be limited to acts of God, fire, flood, earthquake, other natural disaster, nuclear accident, strike, lockout, riot, freight embargo, public regulated utility, or governmental statutes or regulations superimposed after the fact.
- 1.9.2** COUNTY shall make every reasonable effort to assure public-safety grade reliability of the REGIONAL RADIO SYSTEM. Restoration of service shall be made at the highest level of priority as compared to any other COUNTY communication or data system. Restoration of facilities shall not be dependent on reimbursement or compensation by insurance, grant, disaster declaration, or other outside means.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

1.10 GOVERNANCE COMMITTEES

1.10.1 The Ventura County Information Technology Services Department will operate and maintain the REGIONAL RADIO SYSTEM. As the governing body for the County, the Board of Supervisors shall have ultimate fiscal and operational control over the REGIONAL RADIO SYSTEM and shall be ultimately responsible for the overall administration and direction of the REGIONAL RADIO SYSTEM through interaction with the GOVERNANCE COMMITTEES.

1.10.2 To assist in the administration of the REGIONAL RADIO SYSTEM, an oversight governance committee (OVERSIGHT COMMITTEE) shall be established to provide oversight of the REGIONAL RADIO SYSTEM.

1.10.3 The OVERSIGHT COMMITTEE will review all matters relating to the design, build, operation, and maintenance of the REGIONAL RADIO SYSTEM. In addition, this committee will review and approve all requests for new agencies to join the REGIONAL RADIO SYSTEM.

1.10.3.1 The OVERSIGHT COMMITTEE shall be made up of one named voting member and their alternate per AGENCY, designated by the AGENCY and submitted in writing to the COUNTY, no later than June 30th each calendar year.

1.10.3.2 While the COUNTY may have several agencies using the system, the COUNTY will have one participant and subsequent vote on the OVERSIGHT COMMITTEE.

1.10.3.3 The County Chief Information Officer will be a non-voting member in their role as contract administrator.

1.10.3.4 The Chairperson and Vice Chairperson of the OVERSIGHT COMMITTEE shall be biennially elected by a majority vote of the committee. The Chairperson and Vice Chairperson shall serve at the discretion of the majority of the OVERSIGHT COMMITTEE.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

- 1.10.4** The OVERSIGHT COMMITTEE may appoint subcommittees as necessary. These subcommittees will be chartered with responsibilities, meeting frequencies, etc. Subcommittees will not have any voting rights and should include appointees from each voting AGENCY.
- 1.10.5** Responsibilities of the OVERSIGHT COMMITTEE shall include but not be limited to:
- 1.10.5.1** Meeting quarterly or more frequently, if necessary.
 - 1.10.5.2** Developing and approving REGIONAL RADIO SYSTEM operating policies and procedures.
 - 1.10.5.3** Identifying participating AGENCY needs and requirements.
 - 1.10.5.4** Addressing concerns of participating agencies.
 - 1.10.5.5** Reviewing and adopting recommendations regarding the establishment of system priorities and talk groups.
 - 1.10.5.6** Establishing subcommittees as necessary to ensure the interests and concerns of the REGIONAL RADIO SYSTEM as represented and to ensure technical issues are thoroughly researched and addressed to the satisfaction of the OVERSIGHT COMMITTEE.
 - 1.10.5.7** Monitoring the implementation and management of the REGIONAL RADIO SYSTEM.
 - 1.10.5.8** Review and approval of annual rate increases if requested by the COUNTY.
 - 1.10.5.9** Making recommendations to the COUNTY Chief Information Officer for presentation to the County Board of Supervisors
 - 1.10.5.10** Review technical and financial impacts of potential new customer contracts.

**VENTURA COUNTY REGIONAL RADIO SYSTEM
USE AGREEMENT**

1.11 Severability

1.11.1 Should any provision of this Agreement be determined by a court or regulatory agency of competent jurisdiction to be invalid, illegal or unenforceable, it shall be severed, and the remaining provisions shall not be impaired or affected thereby.

1.12 Assignments

1.12.1 This Agreement binds and inures to the benefit of the COUNTY and AGENCY. It may not be assigned by either party without the express written consent of the other.

1.13 Nondiscrimination

1.13.1 The parties agree not to engage in any form of unlawful discrimination because of race, color, national origin, religion, sex, sexual orientation, disability, age, military status, creed, marital status, or any other legally protected status with respect to activities undertaken pursuant to this Agreement.

1.14 Independent Status

1.14.1 Each party and its employees and agents, and subcontractors, in the performance of this Agreement, shall act in an independent capacity and not as officers, employees or agents of the other party. Each party shall be solely responsible for the acts and omissions of its officers, agents, and employees. Nothing herein shall be considered as creating a legal partnership or joint venture between the parties.

1.15 Publicity

1.15.1 Both parties agree to jointly review and approve any public informational releases, including text, layout, photographs, etc., which describe the partnership or activities covered under this Agreement.

1.16 Execution

1.16.1 This Agreement may be executed in counterparts, each of which shall be deemed an original, but which together constitute one and the same instrument. Further, this Agreement may be executed by electronic signature(s) and transmitted either by facsimile or in a portable document format (".PDF") version by email and such electronic signature(s) shall be deemed as original for purposes of this Agreement and shall have the same force and effect as a manually executed original.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

2. FISCAL MANAGEMENT

2.1 COST APPORTIONMENT & RATE MODIFICATIONS

- 2.1.1** Operating costs associated with the REGIONAL RADIO SYSTEM, including infrastructure and support costs, will be shared proportionately by the participating agencies. Subscriber rates will be based on the County's actual incurred expense increases in salaries and benefits, overhead, services and supplies. A per unit subscriber rate will be developed by apportioning all costs (system hardware and support costs) based on the total number of mountaintop sites utilized by the participating AGENCY
- 2.1.2** Two subscriber rate plans have been made available to participating agencies, based upon their assumed day-to-day operational needs.
- 2.1.2.1** **Regional Access:** Regional access is defined as a single entity that uses up to three sites to operate:
- 2.1.2.2** **Full Access:** Full Access is defined as a single entity that uses more than three sites for the majority of their operations.
- 2.1.3** No later than December 31 of each year the County Chief Information Officer shall prepare and present to the OVERSIGHT COMMITTEE a preliminary budget for the subsequent Fiscal Year. The Preliminary Budget must include all operational and maintenance costs, planned capital costs, and cost distribution methodologies for the upcoming year.
- 2.1.4** The proposed rate offered by the COUNTY includes an annual 4% cost of living increase for salaries and benefits. Should the cost-of-living increase beyond 4%, an additional 2% increase may be considered by the OVERSIGHT COMMITTEE.
- 2.1.5** REGIONAL RADIO SYSTEM rates will be reviewed, adjusted, and approved annually by the Oversight Committee. Once agreed upon by the committee, the new rate schedule will be proposed for adoption by the Ventura County Board of Supervisors. Rate changes will take effect July 1 of each year.
- 2.1.6** COUNTY shall invoice AGENCY each month for the total number of subscribers that they have registered in the system that indicate usage over 5 minutes during the monthly period. The payment shall be due and payable within 30 days of the invoice date.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

3. SYSTEM DESIGN

3.1 DESIGN OBJECTIVES

3.1.1 The REGIONAL RADIO SYSTEM design objectives for the performance of portable and mobile voice and the quality of coverage provided shall be determined by the OVERSIGHT COMMITTEE

3.1.1.1 Unless otherwise decided by the OVERSIGHT COMMITTEE it is understood that the REGIONAL RADIO SYSTEM shall be designed, operated, managed, and maintained to achieve 95% street level coverage reliability measured to and from typical portable radios, used in the system, while on the wearer's belt and within the area depicted in APPENDIX A. Methodology for both prediction and measurement of such performance shall be in accordance with TIA standard TSB88.

3.1.1.2 In the event that the REGIONAL RADIO SYSTEM encounters a sustained degradation of service below the standards set forth in Section 3.1.1.1, the County Chief Information Officer will be responsible for evaluating the issue and proposing a solution(s) to the satisfaction of the OVERSIGHT COMMITTEE.

3.1.2 The REGIONAL RADIO SYSTEM shall be designed to meet the loading requirements of the anticipated busiest hour for all planned users over the life of the system.

3.1.2.1 Unless otherwise decided by the Oversight committee, the system shall be designed, operated, managed, and maintained to achieve a 2% grade of service (GOS) or better during average daily busy hours, without invoking priority access.

3.1.2.2 A 2% grade of service is a standardized method of quantifying the throughput of the REGIONAL RADIO SYSTEM. For every 100 attempts to transmit during the busy hour, no more than 2 attempts are blocked for more than 5 seconds.

3.1.3 A list of all features currently supported by the REGIONAL RADIO SYSTEM will be incorporated into APPENDIX B.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

3.2 RADIO COVERAGE & GRADE OF SERVICE

- 3.2.1 It is the intent of the COUNTY to provide radio coverage as depicted in Attachment A. The information depicted in APPENDIX A is a predictive signal propagation map and does not guarantee coverage in all areas outlined.
- 3.2.2 Requests for additional coverage beyond these boundaries may be made to the OVERSIGHT COMMITTEE. Upon approval, the COUNTY will perform an analysis and provide cost estimates.
- 3.2.3 Upon completing any significant repairs and/or upgrades, the COUNTY shall complete system testing to ensure signal propagation remains in alignment with APPENDIX A.
- 3.2.4 Any consideration to add new agencies or specialty features shall be evaluated and approved by the OVERSIGHT COMMITTEE before implementation. When appropriate, evaluation of such proposals shall include a calculation of throughput and GOS for the REGIONAL RADIO SYSTEM.
- 3.2.5 The COUNTY or its agent shall, at a minimum, publish monthly reports to the OVERSIGHT COMMITTEE confirming REGIONAL RADIO SYSTEM performance to include daily busy hour statistics by talk group, site, zone, and agency. This report will also include an after action reports for any major repair or upgrade activity in the prior month.

3.3 USER PRIORITIZATION & ACCESS

- 3.3.1 In the event regional radio channels are busy, users wanting to speak shall be prioritized as follows, regardless of how long they have been waiting:
 - 3.3.1.1 **Priority One – Emergency Identification.** Emergency Identification is defined as the message received when a member calls for immediate assistance by activating an emergency button or switch on the user radio equipment.
 - 3.3.1.2 **Priority Two – Public Safety.** Public safety includes the normal daily radio transmissions of law enforcement, fire service, paramedic providers and disaster response resources using the REGIONAL RADIO SYSTEM.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

- 3.3.1.3 Priority Three –Special Event.** Special Event includes planned events involving public service participants that are beyond the scope of their normal daily operations. This includes any special event for public safety organizations such as fundraising, community service, public awareness, etc.

- 3.3.1.4 Priority Four – Non-Public Safety, Government.** Non-Public Safety Government includes normal daily radio transmissions of public services agencies, including but not limited to: Animal Services, Public Transit and Public Utilities.

4. RADIO SYSTEM MANAGEMENT

4.1 SYSTEM MANAGEMENT

- 4.1.1** The COUNTY is responsible for the day-to-day management, operation, and oversight of the REGIONAL RADIO SYSTEM. The County IT Services Staff is responsible for making decisions on issues related to the day-to-day operation of the system and addressing urgent system operations, maintenance, and repair decisions. This includes, but is not limited to, the following:
 - 4.1.1.1** Monitoring all radio systems and components for normal operation.
 - 4.1.1.2** Physical and logistical security of mountaintop sites, radio system and network.
 - 4.1.1.3** Diagnosing system performance, problems, and developing correction action recommendations.
 - 4.1.1.4** Dispatching appropriate repair services in the event of a malfunction of system equipment.
 - 4.1.1.5** Managing the database elements, including subscriber IDs, talk group IDs, and the various parameters that relate to their effective operation.
 - 4.1.1.6** Working with all agencies and their technical staff to diagnose and resolve problems that involve radio operations, maintenance, or repair of the infrastructure equipment.
 - 4.1.1.7** Serving as the point of contact (POC) with infrastructure equipment manufacturers for issues related to the radio systems.
 - 4.1.1.8** Providing timely information to Agencies on issues that arise, or repair/maintenance issues related to system infrastructure equipment that would affect normal radio operations.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

- 4.1.1.9** Perform preventive system maintenance and administration per vendor's recommendations.
- 4.1.1.10** Manage all applicable Federal Communications Commission (FCC) licenses authorized to the County.
- 4.1.1.11** Prepare and maintain all system documentation.
- 4.1.1.12** Evaluate new technology for possible cost reduction or service enhancements.
- 4.1.1.13** Set and maintain standards of "Approved Equipment" that access County radio systems.
- 4.1.1.14** Identify and correct private carrier Radio Frequency (RF) related interferences affecting public safety systems.

4.2 TALK GROUPS

- 4.2.1** A talk group is a defined organizational grouping of radio users that need to communicate together. When two or more radio users select the same talk group on their radios, all radio users with that talk group selection hear the transmitted audio. A talk group plan is a summary of all defined radio talk groups. This plan is then used to develop the radio template that is the programming data for the individual radios. The OVERSIGHT COMMITTEE is responsible for the talk group plan including the total number of talk groups. It may delegate that responsibility to a subcommittee.
- 4.2.2** Talk groups are "owned" by the AGENCY that uses a talk group for primary business operations. Authority to assign or release a talk group for use by other entities resides with the owner of the talk group.
- 4.2.3** Several talk groups will be designated as interoperability talk groups. Interoperability talk groups are assigned a single AGENCY owner by the County.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

5. SYSTEM OPERATIONS

5.1 SERVICE LEVEL OBJECTIVES

- 5.1.1** The County IT team that supports the REGIONAL RADIO SYSTEM provides support during normal business hours and after hours/on-call support 24 hours a day, 7 days a week, 365 days per year.
- 5.1.2** The following objectives are currently in place for all existing County radio and microwave systems. These objectives may be modified by the OVERSIGHT COMMITTEE; however, rates may increase based upon the resulting approved OVERSIGHT COMMITTEE changes.
- 5.1.3** Types of expected failures and response time objectives:
 - 5.1.3.1** Complete system failure – The County team will engage within 1 hour and will continue to work until service is restored.
 - 5.1.3.2** Single site failure – The County team will engage within 1 hour to assess the outage and determine appropriate next steps.
 - 5.1.3.3** Feature failures – The County team will respond within 4 hours of the outage and will work under best efforts until resolved.

5.2 SUBSCRIBER UNIT PROGRAMMING

- 5.2.1** The COUNTY will support participating agencies by providing programming handheld and mobile subscriber devices, as needed. Generally, County IT Services Staff will complete programming requests within 7 business days.
 - 5.2.1.1** County IT Services staff may limit programming to radios that are FCC certified and P25 compliant and are programmable using software that is readily available and supported by the manufacturer.
- 5.2.2** If a participating AGENCY requires access to another AGENCY's talk group(s), the requesting AGENCY must obtain written permission from the talk group owner AGENCY and submit that written authorization to the County IT Service Desk for processing.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

- 5.2.3** AGENCY is responsible for the purchase, maintenance, and repair of its own Subscriber Units and related equipment. In addition, the AGENCY will be responsible for the subscriber unit purchase of any optional features regardless of whether they are supported in the REGIONAL RADIO SYSTEM.
- 5.2.4** AGENCY is responsible for the purchase, maintenance, repair, and connection of its consoles to the COUNTY system core.

5.3 SERVICE / SUPPORT REQUESTS

- 5.3.1** For urgent matters, including system outages or service degradation, COUNTY IT Services on-call personnel will respond within 1 hour or less to diagnose the problem.
- 5.3.2** Priority will be given to the most impactful issue as determined by the County Chief Information Officer. Multiple IT Services staff (teams) may be deployed to multiple sites simultaneously.
- 5.3.3** The OVERSIGHT COMMITTEE will be convened as soon as possible to discuss and provide its input on priorities if the COUNTY cannot address multiple issues simultaneously.

5.4 SYSTEM STATUS / OUTAGE NOTIFICATIONS

- 5.4.1** COUNTY is responsible for monitoring the REGIONAL RADIO SYSTEM on a 24-hour basis, whether by on-site personnel or by an automated electronic monitoring and notification process. COUNTY shall notify AGENCY's designated representative in advance of any planned or unplanned maintenance activities affecting AGENCY. Notification of planned maintenance shall be made in accordance with section 6.5.
- 5.4.2** Realtime monitoring of GOS, among other parameters, will be used to determine repair priority levels. Any hardware or software failure that results in a real-time GOS of 5% or greater shall be treated as a major failure immediate repair response.
- 5.4.3** Due to the complexity and distributed administration and maintenance of the REGIONAL RADIO SYSTEM, problems typically occur when changes are made to hardware or software. To keep all representatives informed of any updates, notifications will be sent to all AGENCY representatives, OVERSIGHT COMMITTEE members and any subcommittee members, when the following actions occur:

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

- 5.4.4** Planned maintenance work is being performed on the REGIONAL RADIO SYSTEM that will impact performance or system operation.
- 5.4.5** Equipment malfunctions or failure occur that affect system performance or operation.
- 5.4.6** Configuration changes in infrastructure equipment or software.

5.5 SYSTEM MAINTENANCE

- 5.5.1** In the event of planned maintenance, the COUNTY will use all efforts to conduct this type of activity during off-peak hours where radio utilization is as low as possible. If an emergency or high priority incident is in progress at the time of scheduled maintenance, it may be necessary for the COUNTY to reschedule or delay the maintenance until the situation has stabilized and can be safely moved to alternate talk groups or channels.
- 5.5.2** Advanced notice of seven (7) business days shall precede planned maintenance activities. The notification methods shall be by phone, email, radio, or any combination of the same. The notification will consist of the type of planned maintenance activity, when the maintenance will be conducted, the amount of time anticipated to complete the activity and the anticipated impact to the REGIONAL RADIO SYSTEM and subsystems.
- 5.5.3** If a known activity has a significant operational impact upon any specific AGENCY, confirmation of receipt of notification shall be obtained. It is the responsibility of the COUNTY to ensure that all Agencies are notified well in advance of any such operations. Whenever possible, these operations shall be scheduled when the normal radio traffic is slowest.

5.6 SYSTEM OUTAGES

- 5.6.1** Upon notification of an equipment outage, COUNTY technical staff is expected to:
 - 5.6.1.1** Determine the impact of the impairment to the operation of the REGIONAL RADIO SYSTEM. A minor failure is something that either does not affect or minimally affects user functionality, capacity, or coverage. A major failure is something that seriously affects coverage, capacity, or risks user functionality of the REGIONAL RADIO SYSTEM.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

- 5.6.1.2** Determine if there are internal or external factors that alter the priority of system impairment, such as weather, subscriber loading, unique public safety activities or impending events, etc.
- 5.6.1.3** Determine if manual intervention is required. A serious failure requires initiating repair processes regardless of the time of day. Minor failures can wait until normal business hours or other convenient time before repair.
- 5.6.1.4** Determine if additional external resources are required.

5.7 LOST OR STOLEN EQUIPMENT

- 5.7.1** In the event that a radio programmed on the REGIONAL RADIO SYSTEM is lost, stolen, or missing, the COUNTY shall be notified immediately by the AGENCY. The AGENCY shall report lost/missing radios to the IT Service Desk at it.servicedesk@ventura.org or 805-658-4357. County personnel will disable and remove the radio from the REGIONAL RADIO SYSTEM within 4 hours

6. FUTURE SYSTEM ENHANCEMENTS

6.1 SYSTEM UPGRADES

- 6.1.1** AGENCY shall make any request for expanded services the OVERSIGHT COMMITTEE. The OVERSIGHT COMMITTEE will review the request and may grant preliminary approval for the AGENCY to work with the COUNTY in evaluating and developing planning for the request.
- 6.1.2** Examples of requests for expanded services include a request to add sites to the network to increase AGENCY's in-building coverage or to implement a network upgrade in order to receive a new feature. These types of requests require detailed assessment and planning due to their potential technical and rate impacts to all users.
- 6.1.3** The COUNTY will provide the assessment/evaluation information to the AGENCY and if it wants to proceed the AGENCY will present the request to the OVERSIGHT COMMITTEE for review and approval.
- 6.1.4** The OVERSIGHT COMMITTEE may choose to approve the requested enhancement resulting in the revision of the approved rate structure or require the AGENCY to solely pay the full cost of the change without any rate increase.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

- 6.1.5** All submitted requests for improvement will require a technical review to ensure that no agency is subject to negative impacts to operations and if there are negative impacts, there is a mitigation plan developed and included in the plan that is acceptable to all affected partners.

- 6.1.6** If the OVERSIGHT COMMITTEE fails to identify a funding strategy for the proposed upgrade, The County reserves the right to veto the proposed change.

**VENTURA COUNTY REGIONAL RADIO SYSTEM
USE AGREEMENT**

COUNTY OF VENTURA

AGENCY

PRINTED NAME

PRINTED NAME

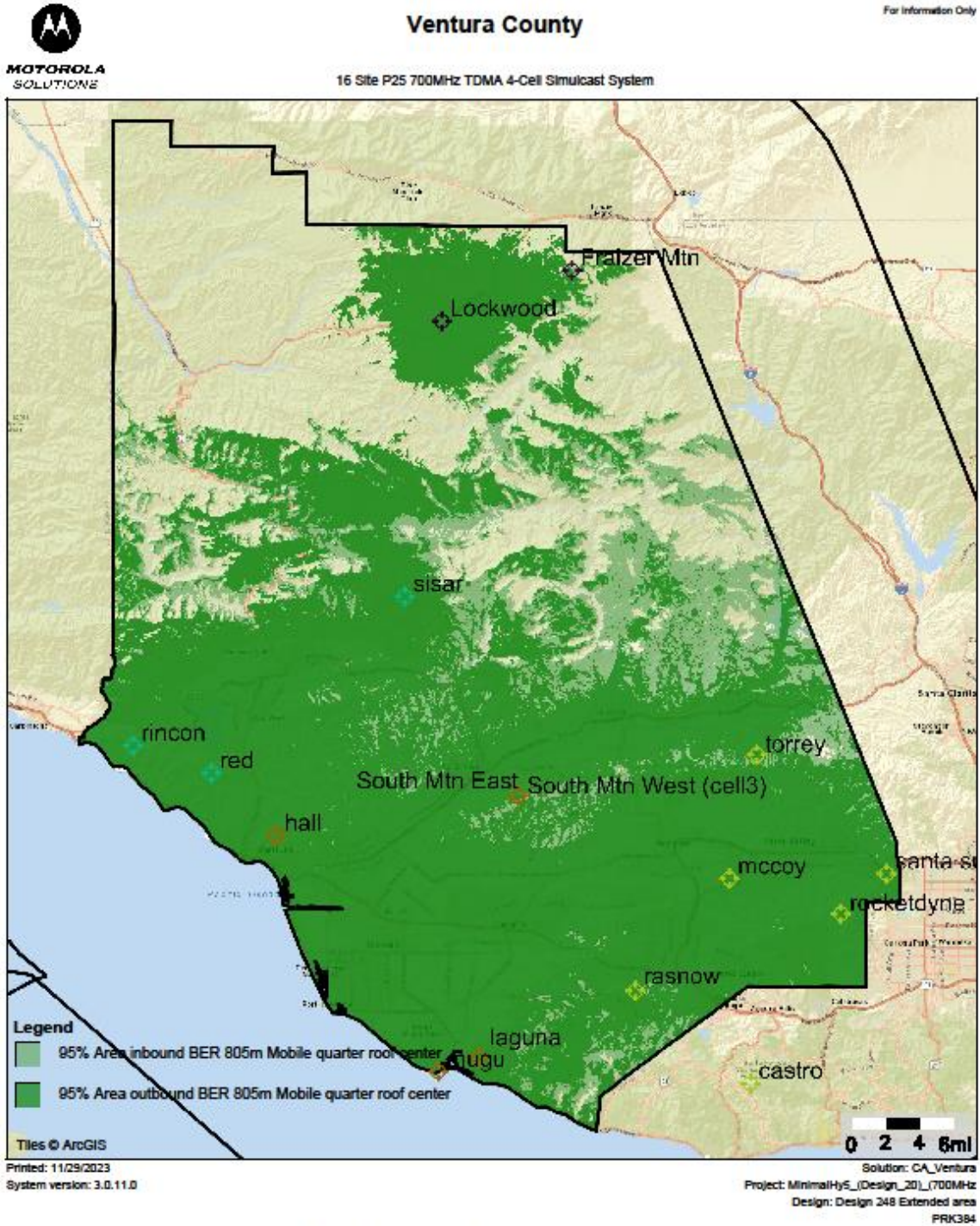
SIGNATURE DATE

SIGNATURE DATE

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

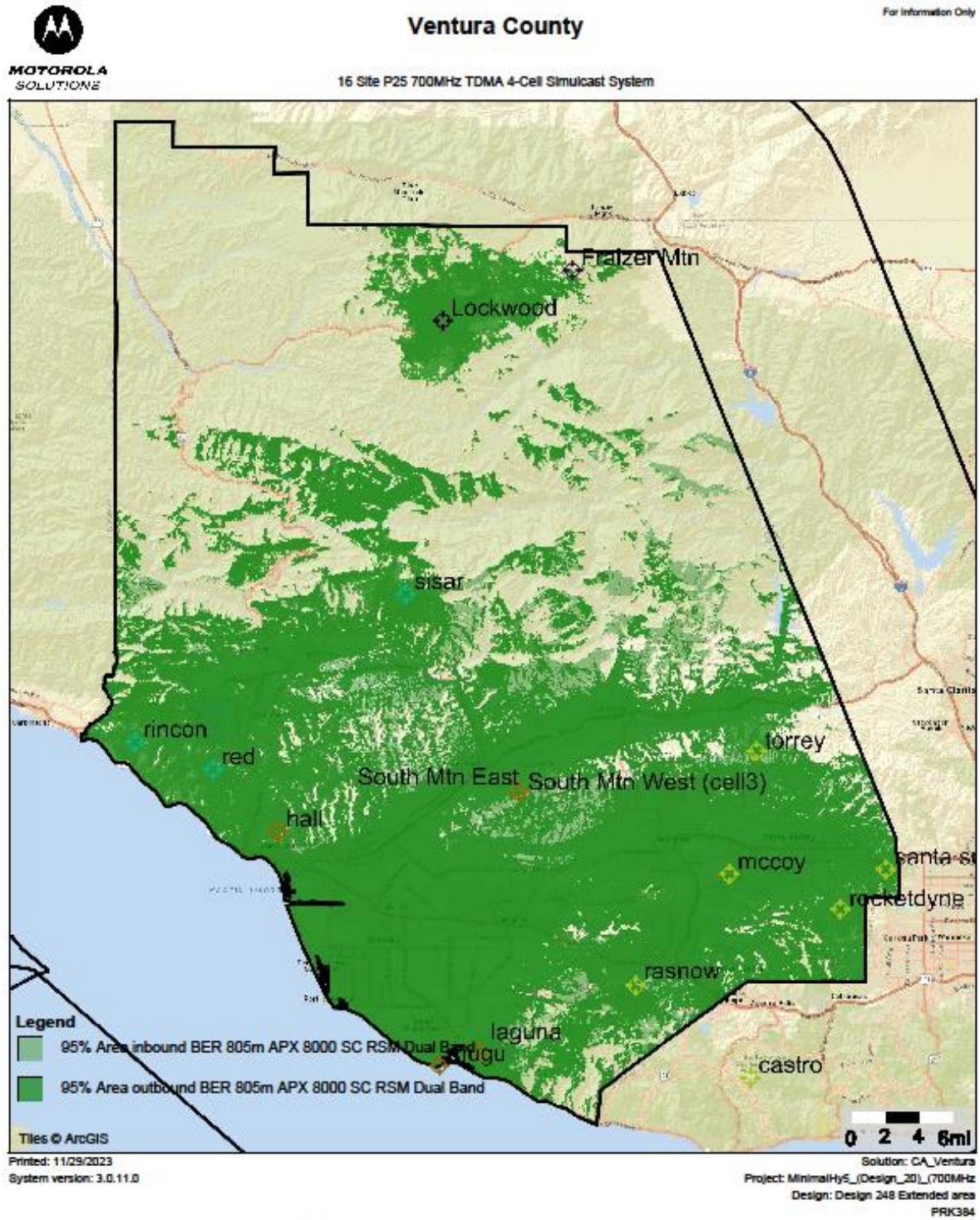
APPENDIX A: PREDICTED COVERAGE MAPS

MOBILE COVERAGE MAP



VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

PORTABLE COVERAGE MAP



This map is intended solely for the equipment configuration stated above.
Coverage can vary significantly if different configurations are used.

VENTURA COUNTY REGIONAL RADIO SYSTEM USE AGREEMENT

APPENDIX B: REGIONAL RADIO FEATURE LIST

Radio Requirements

- FCC approved, P25 capable mobile or portable radio capable of operating on the 700mHz band.
- P25 9600 baud trunking enabled
- TDMA Enabled

Optional Features Supported

- Encryption (AES)
- Emergency trigger enablement
- Motorola Smart Connect, including LTE and WiFi connectivity
- Motorola Smart Mapping
- Motorola Smart Locate
- Motorola OTAP



Item #9

Date: November 6, 2024
To: Board of Directors
From: Christine Feng, CFO & Assistant General Manager
Subject: **Consider Acceptance of GCTD FY 2024 Audited Financial Reports –**
Presented by Paul Keymark, Partner, Nigro and Nigro CPA firm.

EXECUTIVE SUMMARY

The Gold Coast Transit District (GCTD) has contracted with Nigro and Nigro to audit its FY 2024 Financial Reports. For this item, Paul J. Kaymark, Partner of Nigro and Nigro CPA Firm, will present FY 2024 Audited Financial Statements to the Board for its consideration and acceptance.

The management of the Gold Coast Transit District (GCTD) offers all parties interested in the financial position of the District with this narrative overview and analysis of the District's financial performance for the fiscal year ended June 30, 2024. We are pleased to report there were no audit findings, material weaknesses or questioned costs for FY 2024.

Once accepted, the Audited Financial Reports will be compiled into the Annual Comprehensive Financial Report which will be provided to the Board and posted on the GCTD website for public information.

RECOMMENDATION

It is recommended that the Board accept the FY 2024 Audited Annual Financial Report as presented by Paul J. Kaymark, Partner, Nigro and Nigro CPA Firm.

General Manager's Concurrence


Vanessa Rauschenberger

GOLD COAST TRANSIT DISTRICT

GOLD COAST TRANSIT DISTRICT
Presentation to the Board of Directors
For the Fiscal Year Ended
June 30, 2024

NIGRO & NIGRO^{PC}



SCOPE OF WORK

Perform Audit Testwork of the Entity's Annual Financial Statements/Report

Report on the Entity's internal control over financial reporting and on compliance in accordance with Government Auditing Standards

OUR RESPONSIBILITY IN ACCORDANCE WITH PROFESSIONAL STANDARDS

1. Form and express an opinion about whether the Annual Financial Statements results, that have been prepared by management, are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America.
2. Our responsibility is to plan and perform the audit to obtain **reasonable assurance (not absolute assurance)** about whether the Annual Financial Statements are free of material misstatements.
3. We are to consider the Entity's internal controls and segregations of duties over accounting procedures and financial reporting as we perform our audit testwork. Such considerations were solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal controls.

AUDIT RESULTS

An Auditor's **Unmodified Opinion** has been issued on the Annual Financial Statements.

- The Annual Financial Statements are fairly presented in all material respects.
- The adopted significant accounting policies have been consistently applied.
- Estimates are considered reasonable for Depreciation, Pension, and OPEB expense as well as Lease and SBITA calculations.
- Required disclosures are properly reflected in the Annual Financial Statements.

AU-C 265 – Communicating Internal Control Related Matters Identified in an Audit

No Material Issues Arose to be Reported to the Governing Board/Management

Any Minor Issues Were Discussed Orally and Corrected by Management

How Do We Make You Better?

Best Practice Solutions Were Conveyed to Management – That's the Audit ROI

Gold Coast Transit District
Dashboard – Audited Financial Statements
June 30, 2024 vs 2023

Revenues & Expenses	2024	2023	Variance
Operating Revenues:			
Fixed route	\$ 1,798,373	2,110,093	\$ (311,720)
Paratransit	339,193	185,562	153,631
Advertising revenue	250,057	306,538	(56,481)
Other operating revenues (Fuel Tax/Energy Credits)	1,042,882	782,721	260,161
Non-Operating Revenues:			45,591
Local transportation funding	21,382,371	20,832,196	550,175
Federal grants	11,062,007	7,745,225	3,316,782
State transit assistance	350,687	374,875	(24,188)
State and local grants	2,132,693	915,550	1,217,143
Low Carbon Transit Operations Program	72,142	107,334	(35,192)
Investment earnings	243,642	41,885	201,757
Other revenues	549,251	432,629	116,622
Total Revenues	39,223,298	33,834,608	5,388,690
Operating Expenses:			
Salaries and wages	11,760,428	11,495,703	264,725
Employee benefits (Health, Pension & WC)	10,964,393	10,549,779	414,614
Services	6,546,276	4,615,742	1,930,534
Materials	2,722,894	3,020,488	(297,594)
Utilities	401,878	360,152	41,726
Insurance claims	1,627,067	1,278,609	348,458
Miscellaneous	397,288	440,926	(43,638)
Operating expenses before depr.	34,420,224	31,761,399	2,658,825
Depreciation expense	3,801,267	3,630,346	170,921
Total Operating Expenses	38,221,491	35,391,745	2,829,746
Non-Operating Expenses:			
Local assistance to other agencies	2,015,096	1,807,940	207,156
Interest expense	888,649	918,249	(29,600)
Total Expenses	41,125,236	38,117,934	3,007,302
Change in Revenues & Expenses	\$ (1,901,938)	\$ (4,283,326)	\$ 2,381,388
Capital Outlay:			
Capital Asset Additions	\$ (3,008,792)	\$ (1,890,637)	\$ (1,118,155)
Depreciation Expense	3,801,267	3,630,346	170,921
Change in Capital Expense	\$ 792,475	\$ 1,739,709	\$ (947,234)
Cash & Investments	\$ 7,344,513	\$ 9,873,657	\$ (2,529,144)
Quick Summary:			
Change in Revenues & Expenses	\$ (1,901,938)		
Increase in Due from Other Governments	(2,109,885)		
Change in OPEB and Pension Liabilities	1,224,785		
Change in Capital Expense	792,475		
Debt Service – Lease Principal Payments	(76,092)		
Debt Service – Principal Payments	(435,000)		
Change in Cash & Investments	\$ (2,505,655)	Approximately	\$ 23,489
Investment Earnings to Portfolio	2.83%		

GOLD COAST TRANSIT DISTRICT
Report to the Board of Directors
For the Fiscal Year Ended
June 30, 2024

NIGRO & NIGRO^{PC}

GOLD COAST TRANSIT DISTRICT
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For the Fiscal Year Ended June 30, 2024

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Board of Directors
Gold Coast Transit District
Oxnard, California

We are pleased to present this report related to our audit of the financial statements of the Gold Coast Transit District (District) as of and for the year ended June 30, 2024. This report summarizes certain matters required by professional standards to be communicated to you in your oversight responsibility for the District's financial reporting process.

This report is intended solely for the information and use of the Board of Directors and management and is not intended to be, and should not be, used by anyone other than these specified parties. It will be our pleasure to respond to any questions you have about this report. We appreciate the opportunity to continue to be of service to the District.

Very truly yours,

Murrieta, California
November 6, 2024

Required Communications

GOLD COAST TRANSIT DISTRICT
Required Communications
For the Fiscal Year Ended June 30, 2024

Generally accepted auditing standards (AU-C 260, *The Auditor’s Communication With Those Charged With Governance*) require the auditor to promote effective two-way communication between the auditor and those charged with governance. Consistent with this requirement, the following summarizes our responsibilities regarding the financial statement audit as well as observations arising from our audit that are significant and relevant to your responsibility to oversee the financial reporting process.

Area	Comments
<p>Our Responsibilities with Regard to the Financial Statement Audit</p>	<p>Our responsibilities under auditing standards generally accepted in the United States of America have been described to you in our arrangement letter dated May 1, 2024. Our audit of the financial statements does not relieve management or those charged with governance of their responsibilities, which are also described in that letter.</p>
<p>Overview of the Planned Scope and Timing of the Financial Statement Audit</p>	<p>An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit involved judgment about the number of transactions and the account-type of areas tested. There were no changes to the planned scope and timing of our audit testwork.</p>
<p>Accounting Policies and Practices</p>	<p>Accounting Policies and Practices Under generally accepted accounting principles, in certain circumstances, management may select among alternative accounting practices. During our audit, no such circumstances were noted.</p> <p>Adoption of, or Change in, Significant Accounting Policies or Their Application Management has the ultimate responsibility for the appropriateness of the accounting policies used by the District. The District did not adopt any significant new accounting policies, nor have there been any changes in existing significant accounting policies during the current period.</p> <p>Significant or Unusual Transactions We did not identify any significant or unusual transactions or significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.</p> <p>Management’s Judgments and Accounting Estimates Accounting estimates are an integral part of the preparation of financial statements and are based upon management’s current judgment. No such significant accounting estimates were noted or estimate applications were changed from the previous year.</p>
<p>Audit Adjustments</p>	<p>Audit adjustments are summarized in the attached Summary of Adjusting Journal Entries.</p>
<p>Uncorrected Misstatements</p>	<p>We are not aware of any uncorrected misstatements other than misstatements that are clearly trivial.</p>

GOLD COAST TRANSIT DISTRICT
Required Communications
For the Fiscal Year Ended June 30, 2024

Area	Comments
Discussions With Management	We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District's auditor. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.
Disagreements With Management	We encountered no disagreements with management over the application of significant accounting principles, the basis for management's judgments on any significant matters, the scope of the audit, or significant disclosures to be included in the financial statements.
Consultations With Other Accountants	We are not aware of any consultations management had with other accountants about accounting or auditing matters.
Significant Issues Discussed With Management	No significant issues arising from the audit were discussed or the subject of correspondence with management.
Significant Difficulties Encountered in Performing the Audit	No significant difficulties were encountered in performing our audit.
Required Supplementary Information	<p>We applied certain limited procedures to the:</p> <ol style="list-style-type: none"> 1. Management's Discussion and Analysis 2. Required Pension Plan Disclosures 3. Required OPEB Plan Disclosures <p>Which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.</p>

GOLD COAST TRANSIT DISTRICT
Required Communications
For the Fiscal Year Ended June 30, 2024

Area	Comments
Supplementary Information	<p>We were engaged to report on the, Supplementary Information:</p> <ol style="list-style-type: none"> 1. Schedule of Expenditures of Federal Awards 2. Schedule of Changes in LTF of the District <p>Which accompanies the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.</p>

This information is intended solely for the information and use of the Board of Directors and management of the District and is not intended to be, and should not be, used by anyone other than these specified parties.

Summary of Adjusting Journal Entries

GOLD COAST TRANSIT DISTRICT
Summary of Adjusting Journal Entries
For the Fiscal Year Ended June 30, 2024

None Noted

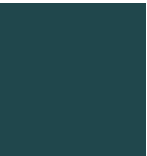

Account	Description	Debit	Credit
Adjusting Journal Entries			
Adjusting Journal Entries JE # 1			
To Book GASB 87			
01-221030001	LEASE LIABILITY - CURRENT PORTION	16,627.89	
01-221031001	LEASE LIABILITY - NON-CURRENT	16,628.00	
01-221031001	LEASE LIABILITY - NON-CURRENT	17,640.00	
01-5130816001	LEASE AMORTIZATION EXPENSE	16,918.00	
01-1520110001	ACCUMULATED LEASE AMORTIZATION		16,918.00
01-221030001	LEASE LIABILITY - CURRENT PORTION		17,640.00
01-221031001	LEASE LIABILITY - NON-CURRENT		16,627.89
01-5120016001	LEASE - OXNARD TRANS CENTER		16,628.00
Total		67,813.89	67,813.89
Adjusting Journal Entries JE # 2			
To record premium amortization and Interest Payable			
01-2210211001	SERIES 2017- COPS - PREMIUM	54,623.00	
01-2210212001	SERIES 2017- COPS - ACCRUED INTEREST PAYABLE	10,875.00	
01-5170110001	SERIES 2017 - COPS - INT EXP		10,875.00
01-5170120001	SERIES 2017 - COPS - PREM AMORT		54,623.00
Total		65,498.00	65,498.00
Adjusting Journal Entries JE # 3			
To book GASB 96			
01-1520112001	ACCUMULATED SBITA AMORTIZATION	33,961.00	
01-2210320001	SBITA PAYABLE- CURRENT PORTION	59,464.00	
01-2210330001	SBITA PAYABLE- NON-CURRENT PORTION	59,463.00	
01-2210330001	SBITA PAYABLE- NON-CURRENT PORTION	42,710.00	
01-5130817001	SBITA AMORTIZATION EXPENSE	59,508.00	
01-5170130001	SBITA INTEREST EXPENSE	4,334.00	
01-1520111001	SBITA ASSET		33,961.00
01-1520112001	ACCUMULATED SBITA AMORTIZATION		59,508.00
01-2210320001	SBITA PAYABLE- CURRENT PORTION		42,710.00
01-2210330001	SBITA PAYABLE- NON-CURRENT PORTION		59,464.00
01-5030301201	CONT MAINT SERV - PARATRANSIT		28,056.00
01-5030316201	CONT MAINT SERV - PLAN/MRKTG		28,000.00
01-5090516701	TRAINING - HUMAN RESOURCES		7,741.00
01-1520111001	SBITA ASSET		
Total		259,440.00	259,440.00
Adjusting Journal Entries JE # 4			
To adjust Alternative Fuel Tax Credits			
01-1021110001	ACCOUNTS RECEIVABLE - IRS	219,570.25	
01-4060990001	ALTERNATIVE FUEL EXCISE TAX CREDIT (OP)		219,570.25
Total		219,570.25	219,570.25

Account	Description	Debit	Credit
Adjusting Journal Entries			
Adjusting Journal Entries JE # 5			
To true up OPEB and related balances. GASB 75			
01-1410411004	DOR - OPEB RELATED	2,160.00	
01-2025000001	NET OPEB OBLIGATION	46,389.00	
01-5020316003	HEALTH INS - RETIREES - CURRENT YEAR	951,141.75	
01-1410411003	DOR - OPEB CONTRIBUTIONS		3,126.00
01-2310110004	DIR - OPEB RELATED		996,564.75
Total		999,690.75	999,690.75

Adjusting Journal Entries JE # 6			
To true net pension liability and related accounts. GASB 68			
01-5020201001	PENSION PLAN - OPERATIONS	69,700.25	
01-5020201002	PENSION PLAN - OPS - EMPLOYER - FIXED AMT	57,489.00	
01-5020201011	PENSION PLAN - OPERATIONS - CLASSIC	3,541.00	
01-5020201101	PENSION PLAN - OPERATIONS MANANGEMENT	15,583.00	
01-5020201102	PENSION PLAN - OPERATIONS MGT - EMPLYR - FIXED AMT	7,327.00	
01-5020201111	PENSION PLAN - OPERATIONS MANAGEMENT - CLASSIC	1,504.00	
01-5020201201	PENSION PLAN - PARATRANSIT	2,022.00	
01-5020201202	PENSION PLAN - PARATRANSIT - EMPLOYER - FIXED AMT	1,088.00	
01-5020201211	PENSION PLAN - PARATRANSIT - CLASSIC	192.00	
01-5020204101	PENSION PLAN - VEHICLE MAINTENANCE	5,966.00	
01-5020204102	PENSION PLAN - VEHICLE MAINT - EMPLYR - FIXED AMT	8,838.00	
01-5020204201	PENSION PLAN - NON-VEHICLE MAINTENANCE	11,894.00	
01-5020204202	PENSION PLAN - NON-VEH MAT - EMPYR - FIXED AMT	7,451.00	
01-5020204211	PENSION PLAN - NON-VEHICLE MAINTENANCE - CLASSIC	566.00	
01-5020216001	PENSION PLAN - ADMINISTRATION	9,485.00	
01-5020216002	PENSION PLAN - ADMINISTRATION - EMPLYR - FIXED AMT	3,491.00	
01-5020216011	PENSION PLAN - ADMINISTRATION - CLASSIC	101.00	
01-5020216201	PENSION PLAN - PLANNING/MARKETING	7,692.00	
01-5020216202	PENSION PLAN - PLANNING/MARK - EMPLYR - FIXED AMT	3,972.00	
01-5020216211	PENSION PLAN - PLANNING/MARKETING - CLASSIC	327.00	
01-5020216701	PENSION PLAN - HUMAN RESOURCES - EMPLYR	3,227.00	
01-5020216702	PENSION PLAN - HUMAN RESOURCES- EMPLYR - FIXED AI	1,631.00	
01-5020216711	PENSION PLAN - HUMAN RESOURCES - CLASSIC	216.00	
01-1410411001	DOR - CONTRIBUTIONS AFTER MD		222,850.25
01-5020204111	PENSION PLAN - VEHICLE MAINTENANCE - CLASSIC		453.00
Total		223,303.25	223,303.25

Adjusting Journal Entries JE # 7			
To book FMV adjustment for cash held with the County of Ventura Investment Pool.			
01-1410212001	MARKET VALUATION OF CAPITAL RESERVE FUND	46,723.65	
01-4070101001	INVESTMENT INCOME-FAIR MARKET VALUATION (OP)		46,723.65
Total		46,723.65	46,723.65

Account	Description	Debit	Credit
Adjusting Journal Entries			
Adjusting Journal Entries JE # 8			
To clear unreconciled Due from other division balance.			
01-1024000001	DUE FROM OTHER DIVISION	474,993.00	
01-4070900001	OPERATING OTHER		474,993.00
Total		474,993.00	474,993.00
	Total Adjusting Journal Entries	2,357,032.79	2,357,032.79



**GOLD COAST TRANSIT DISTRICT
FINANCIAL STATEMENTS
AND
INDEPENDENT AUDITORS' REPORT
For the Fiscal Years Ended
June 30, 2024
(With Comparative Amounts as of June 30, 2023)**

NIGRO & NIGRO^{PC}

GOLD COAST TRANSIT DISTRICT
For the Fiscal Year Ended June 30, 2024
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Financial Section



INDEPENDENT AUDITORS' REPORT

Board of Directors
Gold Coast Transit District
Oxnard, California

Opinion

We have audited the accompanying financial statements of the Gold Coast Transit District (District), which comprise the balance sheets as of June 30, 2024, and related statements of revenue, expenses, and changes in net position, and cash flows for the years then ended, and related notes to the financial statements, as listed in the table of contents.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the District as of June 30, 2024, and the respective changes in its financial position and cash flows for the years then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of the Agency and to meet our other ethical responsibilities in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Agency's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with generally accepted auditing standards and *Government Auditing Standards* will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with generally accepted auditing standards and *Government Auditing Standards*, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about the District's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control related matters that we identified during the audit.

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, Schedule of Changes in Net Pension Liability and Related Ratios, Schedule of Contributions – Pension Plan, Schedule of Changes in the Net Other Postemployment Benefits (OPEB) Liability and Related Ratios be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Supplementary Information

Our audit was conducted for the purpose of forming an opinion on the financial statements that collectively comprise the District's basic financial statements as a whole. The Schedules of Changes in Local Transportation Funding Activity of the District is presented for purposes of additional analysis and is not a required part of the basic financial statements. The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the basic financial statements as a whole.

Prior-Year Comparative Information

The financial statements include partial prior-year comparative information. Such information does not include sufficient detail to constitute a presentation in accordance with accounting principles generally accepted in the United States of America. Accordingly, such information should be read in conjunction with the District's financial statements for the year ended June 30, 2023, from which such partial information was derived.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued a separate report dated November 6, 2024, on our consideration of the Agency's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the Agency's internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Agency's internal control over financial reporting and compliance.

Murrieta, California
November 6, 2024

GOLD COAST TRANSIT DISTRICT

Management's Discussion and Analysis (Unaudited)

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

Management's Discussion and Analysis (MD&A) offers readers of Gold Coast Transit District's financial statements a narrative overview of the District's financial activities for the years ended June 30, 2024. This MD&A presents financial highlights, an overview of the accompanying financial statements, an analysis of net position and results of operations, a current-to prior year analysis, a discussion on restrictions, commitments and limitations, and a discussion of significant activity involving capital assets and long-term debt. Please read in conjunction with the financial statements, which follow this section.

FINANCIAL HIGHLIGHTS

- In fiscal year 2024, the District's net position decreased 4.53%, or \$1,901,938 from the prior year's net position of \$41,956,151 to \$40,054,213, as a result of the year's operations.
- In fiscal year 2024, operating revenues increased by 1.30%, or \$45,591 from \$3,384,914 to \$3,430,505 from the prior year, while non-operating revenue increased by 17.55%, or \$5,343,099 from \$30,449,694 to \$35,792,793 primarily due to a \$3,316,782 increase in federal grants, as well as a \$1,217,143 increase in state and local grants increase in refer receptacles usage revenue.
- In fiscal year 2024, operating expenses before depreciation expense increased by 8.4% or \$2,658,825 from \$31,761,399 to \$34,420,224, from the prior year, primarily due to a \$1,930,534 increase in services expenses.

REQUIRED FINANCIAL STATEMENTS

This annual report consists of a series of financial statements. The Balance Sheet, Statement of Revenues, Expenses and Changes in Net Position and Statement of Cash Flows provide information about the activities and performance of the District using accounting methods similar to those used by private sector companies.

The Balance Sheet includes all of the District's investments in resources (assets) and the obligations to creditors (liabilities). It also provides the basis for computing a rate of return, evaluating the capital structure of the District and assessing the liquidity and financial flexibility of the District. All of the current year's revenue and expenses are accounted for in the Statement of Revenues, Expenses and Changes in Net Position. This statement measures the success of the District's operations over the past year and can be used to determine if the District has successfully recovered all of its costs through its rates and other charges. This statement can also be used to evaluate profitability and credit worthiness. The final required financial statement is the Statement of Cash Flows, which provides information about the District's cash receipts and cash payments during the reporting period. The Statement of Cash Flows reports cash receipts, cash payments and net changes in cash resulting from operations, investing, non-capital financing, and capital and related financing activities and provides answers to such questions as where did cash come from, what was cash used for, and what was the change in cash balance during the reporting period.

GOLD COAST TRANSIT DISTRICT

Management's Discussion and Analysis (Unaudited)

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

FINANCIAL ANALYSIS OF THE DISTRICT

One of the most important questions asked about the District's finances is, "Is the District better off or worse off as a result of this year's activities?" The Balance Sheet and the Statement of Revenues, Expenses and Changes in Net Position report information about the District in a way that helps answer this question.

These statements include all assets and liabilities using the accrual basis of accounting, which is similar to the accounting method used by most private sector companies. All of the current year's revenues and expenses are taken into account regardless of when the cash is received or paid.

These two statements report the District's net position and changes in them. You can think of the District's net position – the difference between assets, deferred outflows of resources, liabilities and deferred inflows of resources – as one way to measure the District's financial health, or financial position. Over time, increases or decreases in the District's net position are one indicator of whether its financial health is improving or deteriorating. However, one will need to consider other non-financial factors such as changes in economic conditions, population growth, zoning and new or changed government legislation.

Condensed Balance Sheets

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>Change</u>
Assets:			
Current assets	\$ 12,111,656	\$ 12,431,821	\$ (320,165)
Noncurrent	2,601,393	2,533,632	67,761
Capital assets, net	<u>61,519,139</u>	<u>62,311,614</u>	<u>(792,475)</u>
Total assets	<u>76,232,188</u>	<u>77,277,067</u>	<u>(1,044,879)</u>
Deferred outflows of resources	<u>8,868,085</u>	<u>9,692,621</u>	<u>(824,536)</u>
Total assets and deferred outflows of resources	<u>\$ 85,100,273</u>	<u>\$ 86,969,688</u>	<u>\$ (1,869,415)</u>
Liabilities:			
Current liabilities	\$ 3,848,147	\$ 3,645,425	\$ 202,722
Noncurrent liabilities	<u>39,673,414</u>	<u>39,854,316</u>	<u>(180,902)</u>
Total liabilities	<u>43,521,561</u>	<u>43,499,741</u>	<u>21,820</u>
Deferred inflows of resources	<u>1,524,499</u>	<u>1,513,795</u>	<u>10,704</u>
Net position:			
Net investment in capital assets	40,363,153	40,589,914	(226,761)
Restricted	2,601,393	2,491,956	109,437
Unrestricted (Deficit)	<u>(2,910,333)</u>	<u>(1,125,719)</u>	<u>(1,784,614)</u>
Total net position	<u>40,054,213</u>	<u>41,956,151</u>	<u>(1,901,938)</u>
Total liabilities, deferred inflows and net position	<u>\$ 85,100,273</u>	<u>\$ 86,969,687</u>	<u>\$ (1,869,414)</u>

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. In the case of the District, assets and deferred outflows of resources of the District exceeded liabilities and deferred inflows of resources by \$40,054,213 as of June 30, 2024.

GOLD COAST TRANSIT DISTRICT

Management's Discussion and Analysis (Unaudited)

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

FINANCIAL ANALYSIS OF THE DISTRICT (continued)

Condensed Balance Sheets (continued)

By far the largest portion of the District's net position (101% as of June 30, 2024) reflects the District's investment in capital assets (net of accumulated depreciation) less any related debt used to acquire those assets that is still outstanding. The District uses these capital assets to provide services to its customers; consequently, these assets are not available for future spending.

At the end of year 2024, the District showed a deficit balance in its unrestricted net position of \$2,910,333 which was due to the estimated \$11,667,059 net amount for the net pension and net OPEB liabilities and the related deferred outflows/inflows.

Condensed Statements of Revenues, Expenses, and Changes in Net Position

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>Change</u>
Revenues:			
Operating revenues	\$ 3,430,505	\$ 3,384,914	\$ 45,591
Non-operating revenues	35,792,793	30,449,694	5,343,099
Total revenues	<u>39,223,298</u>	<u>33,834,608</u>	<u>5,388,690</u>
Expenses:			
Operating expenses	34,420,224	31,761,399	2,658,825
Depreciation	3,801,267	3,630,346	170,921
Non-operating expenses	2,903,745	2,726,189	177,556
Total expenses	<u>41,125,236</u>	<u>38,117,934</u>	<u>3,007,302</u>
Change in net position	(1,901,938)	(4,283,326)	2,381,388
Net position:			
Beginning of year	41,956,151	46,239,477	(4,283,326)
End of year	<u>\$ 40,054,213</u>	<u>\$ 41,956,151</u>	<u>\$ (1,901,938)</u>

The statement of revenues, expenses and changes in net position shows how the District's net position changed during the fiscal years. In the case of the District, the District's net position decreased 4.53%, or \$1,901,938 from the prior year's net position of \$41,956,151 to \$40,054,213, as a result of the year's operations.

GOLD COAST TRANSIT DISTRICT

Management's Discussion and Analysis (Unaudited)

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

FINANCIAL ANALYSIS OF THE DISTRICT (continued)

Total Revenues

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>Change</u>
Operating revenues:			
Fixed route passenger fares	\$ 1,798,373	\$ 2,110,093	\$ (311,720)
Paratransit fees	339,193	185,562	153,631
Advertising	250,057	306,538	(56,481)
Other operating income	<u>1,042,882</u>	<u>782,721</u>	<u>260,161</u>
Total operating revenues	<u>3,430,505</u>	<u>3,384,914</u>	<u>45,591</u>
Non-operating revenues:			
Local transportation funding	21,382,371	20,832,195	550,176
Federal grants	11,062,007	7,745,225	3,316,782
State transit assistance	350,687	374,875	(24,188)
State and local grants	2,132,693	915,550	1,217,143
Low carbon transit operations program	72,142	107,334	(35,192)
Investment earnings	243,642	41,885	201,757
Other non-operating revenues	<u>549,251</u>	<u>432,630</u>	<u>116,621</u>
Total non-operating revenues	<u>35,792,793</u>	<u>30,449,694</u>	<u>5,343,099</u>
Total revenue	<u>\$ 39,223,298</u>	<u>\$ 33,834,608</u>	<u>\$ 5,388,690</u>

In fiscal year 2024, operating revenues increased by 1.3%, or \$45,591 from \$3,384,914 to \$3,430,505 from the prior year, while non-operating revenue increased by 17.55%, or \$5,343,099 from \$30,449,694 to \$35,792,793 primarily due to a \$3,316,782 increase in federal grants, as well as a \$1,217,143 increase in state and local grants increase in refer receptacles usage revenue.

GOLD COAST TRANSIT DISTRICT

Management's Discussion and Analysis (Unaudited)

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

FINANCIAL ANALYSIS OF THE DISTRICT (continued)

Total Expenses

	<u>June 30, 2024</u>	<u>June 30, 2023</u>	<u>Change</u>
Operating expenses:			
Salaries and wages	\$ 11,760,428	\$ 11,495,703	\$ 264,725
Employee benefits	10,964,393	10,549,779	414,614
Services	6,546,276	4,615,742	1,930,534
Materials	2,722,894	3,020,488	(297,594)
Utilities	401,878	360,152	41,726
Insurance claims	1,627,067	1,278,609	348,458
Other operating expenses	397,288	440,926	(43,638)
Total operating expenses	<u>34,420,224</u>	<u>31,761,399</u>	<u>2,658,825</u>
Depreciation	<u>3,801,267</u>	<u>3,630,346</u>	<u>170,921</u>
Non-operating expenses:			
Local assistance to other agencies	2,015,096	1,807,940	207,156
Interest expense, net	888,649	918,249	(29,600)
Total non-operating expenses	<u>2,903,745</u>	<u>2,726,189</u>	<u>177,556</u>
Total expenses	<u>\$ 41,125,236</u>	<u>\$ 38,117,934</u>	<u>\$ 3,007,302</u>

In fiscal year 2024, operating expenses before depreciation expense increased by 8.4% or \$2,658,825 from \$31,761,399 to \$34,420,224, from the prior year, primarily due to a \$1,930,534 increase in services expenses.

Capital Assets

<u>Description</u>	<u>June 30, 2024</u>	<u>June 30, 2023</u>
Non-depreciable assets	\$ 9,353,396	\$ 9,110,874
Depreciable assets	86,482,921	85,385,708
Accumulated depreciation and amortization	<u>(34,317,178)</u>	<u>(32,184,968)</u>
Total capital assets, net	<u>\$ 61,519,139</u>	<u>\$ 62,311,614</u>

At the end of year 2024 and 2023, the District's investment in capital assets amounted to \$61,519,139, and \$62,311,614 (net of accumulated depreciation), respectively. Capital asset additions amounted to \$3,008,792 for various projects and equipment for the year ended June 30, 2024. See Note 4 for further information.

GOLD COAST TRANSIT DISTRICT

Management's Discussion and Analysis (Unaudited)

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

FINANCIAL ANALYSIS OF THE DISTRICT (continued)

Debt Administration

The long-term debt of the District is summarized below:

<u>Description</u>	<u>June 30, 2024</u>	<u>June 30, 2023</u>
Certificates of participation payable, net	<u>\$ 21,005,957</u>	<u>\$ 21,495,580</u>

Long-term debt decreased by \$489,623 for the year ended June 30, 2024. Principal payments were \$435,000 and amortization of the debt premium amounted to \$54,623. See Note 9 for further information.

NOTES TO THE BASIC FINANCIAL STATEMENTS

The notes provide additional information that is essential to a full understanding of the data provided in the basic financial statements.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide the District's funding sources, customers, stakeholders and other interested parties with an overview of the District's financial operations and financial condition. Should the reader have questions regarding the information included in this report or wish to request additional financial information, please contact the District's General Manager at 1901 Auto Center Drive, Oxnard, CA 93036.

GOLD COAST TRANSIT DISTRICT

Balance Sheets

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

ASSETS	2024	2023
Current assets:		
Cash and cash equivalents (Note 2)	\$ 4,743,120	\$ 7,340,026
Accrued interest receivable	20,121	2,488
Accounts receivable – customers	125,254	94,292
Due from other governments	5,980,686	3,870,801
Inventories and prepaid expenses	1,242,475	1,124,214
Total current assets	12,111,656	12,431,821
Non-current assets:		
Restricted – investments (Note 2 and 3)	2,601,393	2,533,632
Capital assets – not being depreciated (Note 4)	9,353,397	9,110,874
Capital assets – being depreciated, net (Note 4)	52,165,742	53,200,740
Total non-current assets	64,120,532	64,845,246
Total assets	76,232,188	77,277,067
DEFERRED OUTFLOWS OF RESOURCES		
Deferred outflows of resources related to pensions (Note 10)	7,498,648	8,222,450
Deferred outflows of resources related to OPEB (Note 11)	1,369,437	1,470,171
Total deferred outflows of resources	8,868,085	9,692,621
Total assets and deferred outflows of resources	\$ 85,100,273	\$ 86,969,688
LIABILITIES		
Current liabilities:		
Accounts payable and accrued expenses	\$ 1,581,032	\$ 1,343,822
Customer deposits and unearned revenue	14,856	35,208
Accrued interest payable	469,469	480,344
Long-term liabilities – due within one year:		
Compensated absences (Note 6)	1,212,817	1,220,336
Right-to-use SBITA payable (Note 7)	42,710	59,464
Right-to-use lease payable (Note 8)	17,640	16,628
COPs payable (Note 9)	509,623	489,623
Total current liabilities	3,848,147	3,645,425
Non-current liabilities:		
Long-term liabilities – due in more than one year:		
Compensated absences (Note 6)	76,756	77,231
Right-to-use SBITA payable (note 7)	71,150	113,859
Right-to-use lease payable (Note 8)	18,529	36,169
COPs payable (Note 9)	20,496,334	21,005,957
Net pension liability (Note 10)	17,470,234	16,961,055
Net OPEB liability (Note 11)	1,540,411	1,660,045
Total non-current liabilities	39,673,414	39,854,316
Total liabilities	43,521,561	43,499,741
DEFERRED INFLOWS OF RESOURCES		
Deferred inflows of resources related to pensions (Note 10)	582,192	846,824
Deferred inflows of resources related to OPEB (Note 11)	942,307	666,971
Total deferred inflows of resources	1,524,499	1,513,795
NET POSITION		
Net investment in capital assets (Note 12)	40,363,153	40,589,914
Restricted proceeds from bond issuance (Note 3)	2,601,393	2,491,956
Unrestricted (Deficit) (Note 13)	(2,910,333)	(1,125,719)
Total net position	40,054,213	41,956,151
Total liabilities, deferred inflows of resources and net position	\$ 85,100,273	\$ 86,969,687

The notes to financial statements are an integral part of this statement.

GOLD COAST TRANSIT DISTRICT

Statements of Revenues, Expenses and Changes in Net Position

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

	<u>2024</u>	<u>2023</u>
OPERATING REVENUES		
Passenger fares:		
Fixed route	\$ 1,798,373	\$ 2,110,093
Paratransit	339,193	185,562
Advertising revenue	250,057	306,538
Other operating revenue	<u>1,042,882</u>	<u>782,721</u>
Total operating revenues	<u>3,430,505</u>	<u>3,384,914</u>
OPERATING EXPENSES		
Salaries and wages	11,760,428	11,495,703
Employee benefits	10,964,393	10,549,779
Services	6,546,276	4,615,742
Materials	2,722,894	3,020,488
Utilities	401,878	360,152
Insurance claims	1,627,067	1,278,609
Other operating expenses	<u>397,288</u>	<u>440,926</u>
Total operating expenses before depreciation	<u>34,420,224</u>	<u>31,761,399</u>
Operating loss before depreciation	(30,989,719)	(28,376,485)
Depreciation and amortization expense	<u>(3,801,267)</u>	<u>(3,630,346)</u>
Operating loss	<u>(34,790,986)</u>	<u>(32,006,831)</u>
NON-OPERATING REVENUES (EXPENSES)		
Local transportation funding	21,382,371	20,832,195
Federal grants	11,062,007	7,745,225
State transit assistance	350,687	374,875
State and local grants	2,132,693	915,550
Low carbon transit operations program	72,142	107,334
Investment earnings	243,642	41,885
Local assistance to other agencies	(2,015,096)	(1,807,940)
Interest expense	(888,649)	(918,249)
Other non-operating revenues	<u>549,251</u>	<u>432,630</u>
Total non-operating revenues(expenses), net	<u>32,889,048</u>	<u>27,723,505</u>
Change in net position	(1,901,938)	(4,283,326)
Net position:		
Beginning of year	<u>41,956,151</u>	<u>46,239,477</u>
End of year	<u>\$ 40,054,213</u>	<u>\$ 41,956,151</u>

GOLD COAST TRANSIT DISTRICT

Statements of Cash Flows

For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)

	<u>2024</u>	<u>2023</u>
Cash flows from operating activities:		
Cash receipts from customers and others	\$ 3,671,602	\$ 4,146,193
Cash paid to employees for salaries and benefits	(10,543,637)	(10,742,262)
Cash paid to vendors and suppliers for materials and services	(22,422,586)	(20,899,991)
Net cash used in operating activities	<u>(29,294,621)</u>	<u>(27,496,060)</u>
Cash flows from non-capital and related financing activities:		
Proceeds from Local Transportation Fund	21,382,371	20,832,196
Proceeds from Federal grants	9,233,393	7,745,225
Proceeds from state transit assistance	349,650	285,916
Proceeds from state and local funds	1,914,428	890,857
Payments to other agencies	(2,015,096)	(1,807,940)
Proceeds from other non-capital funding	74,258	368,164
Net cash provided by non-capital and related financing activities	<u>30,939,004</u>	<u>28,314,418</u>
Cash flows from capital and related financing activities:		
Acquisition and construction of capital assets	(3,008,792)	(1,890,637)
Proceeds from right-to-use SBITA payable	-	230,141
Principal paid on right-to-use SBITA payable	(59,464)	-
Principal paid on right-to-use lease payable	(16,628)	-
Principal paid on long-term debt	(435,000)	(482,630)
Interest paid on long-term debt	(899,524)	(970,938)
Net cash used in capital and related financing activities	<u>(4,419,408)</u>	<u>(3,114,064)</u>
Cash flows from investing activities:		
Purchase of investments, net	-	(2,533,632)
Investment earnings	178,120	41,435
Net cash provided by (used in) investing activities	<u>178,120</u>	<u>(2,492,197)</u>
Net decrease in cash and cash equivalents	<u>(2,596,905)</u>	<u>(4,787,903)</u>
Cash and cash equivalents:		
Beginning of year	7,340,025	12,127,928
End of year	<u>\$ 4,743,120</u>	<u>\$ 7,340,025</u>

GOLD COAST TRANSIT DISTRICT*Statements of Cash Flows (continued)**For the Year Ended June 30, 2024 (With Comparable Amounts as of June 30, 2023)*

	<u>2024</u>	<u>2023</u>
Reconciliation of operating loss to net cash used in operating activities:		
Operating loss	\$ (34,790,986)	\$ (32,006,831)
Adjustments to reconcile operating loss to net cash used in operating activities:		
Depreciation and amortization	3,801,267	3,630,346
Change in assets - (increase)decrease:		
Accounts receivable	(30,962)	316,626
Due from other governments	410,672	797,348
Inventories and prepaid items	(118,261)	(387,903)
Change in deferred outflows of resources - (increase)decrease		
Deferred outflows of resources related to pensions	723,802	(4,464,049)
Deferred outflows of resources related to OPEB	100,734	99,768
Change in liabilities - increase(decrease):		
Accounts payable and accrued expenses	237,210	(634,295)
Customer deposits and unearned revenue	(20,352)	35,208
Compensated absences	(7,994)	184,042
Net Pension liability	509,179	9,362,981
Net OPEB liability	(119,634)	(73,245)
Change in deferred inflows of resources - increase(decrease)		
Deferred inflows of resources related to pensions	(264,632)	(4,613,249)
Deferred inflows of resources related to OPEB	275,336	257,193
Total adjustments	<u>5,496,365</u>	<u>4,510,771</u>
Net cash used in operating activities	<u>\$ (29,294,621)</u>	<u>\$ (27,496,060)</u>
Non-cash investing, capital and financing transactions:		
Change in fair-value of investments	<u>\$ (47,889)</u>	<u>\$ -</u>
Amortization of bond premium(discount), net	<u>\$ 54,623</u>	<u>\$ 54,623</u>

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES

A. Description of Organization

The Gold Coast Transit District (District), a special district of the State of California, was created on in 1973 by a Joint Exercise of Powers Agreements between the Cities of Ojai, Oxnard, Port Hueneme, and San Buenaventura (Ventura) for the purpose of operating a public transportation system within and about western Ventura County. Subsequent to the initial creation of the District, the City of Santa Paula and the County of Ventura (the County) were added as participating members. Each participating government agency is represented on the District's Board of Directors. On October 5, 1994, the City of Santa Paula withdrew from the joint powers authority agreement and surrendered its representation on the Board. Santa Paula's member equity was reallocated to the other members during the fiscal year ended June 30, 1995. As of July 1, 2014, Gold Coast Transit became known as Gold Coast Transit District.

The principal business activity of Gold Coast Transit District (District) is to provide public transportation service to customers in the geographic area known as western Ventura County located in Southern California. The District's principal sources of revenue are from Local Transportation Funding as well as various other state and federal grants.

The criteria used in determining the scope of the financial reporting entity is based on the provisions of Governmental Accounting Standards Board Statement No. 61, The Financial Reporting Entity (GASB Statement No. 61). The District is the primary governmental unit based on the foundation of a separately elected governing board that is elected by the citizens in a general popular election. Component units are legally separate organizations for which the elected officials of the primary government are financially accountable. The District is financially accountable if it appoints a voting majority of the organization's governing body and: 1) It is able to impose its will on that organization, or 2) There is a potential for the organization to provide specific financial benefits to, or impose specific financial burdens on, the primary government.

B. Basis of Presentation, Basis of Accounting

The District reports its activities as an enterprise fund, which is used to account for operations that are financed and operated in a manner similar to a private business enterprise, where the intent of the District is that the costs (including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges.

The financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded at the time liabilities are incurred, regardless of when the related cash flows take place. Nonexchange transactions, in which the District gives (or receives) value without directly receiving (or giving) equal value in exchange, include property taxes, grants, entitlements, and donations. Revenue from grants, entitlements, and donations is recognized in the year in which all eligibility requirements have been satisfied.

Operating revenues are those revenues that are generated from the primary operations of the District. The District reports a measure of operations by presenting the change in net position from operations as operating income in the statement of revenues, expenses, and changes in net position. Operating activities are defined by the District as all activities other than financing and investing activities (interest expense and investment income), grants and subsidies, and other infrequently occurring transactions of a non-operating nature. Operating expenses are those expenses that are essential to the primary operations of the District. All other expenses are reported as non-operating expenses.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

B. Basis of Presentation, Basis of Accounting (continued)

Operating Fund

Operating Fund accounts for all revenues and other receipts that are not allocated by law or contractual agreements to some other funds. General operating costs and capital improvement costs that are not paid through other funds are paid from this fund.

Local Transportation Funding, Article No. 4 (LTF), received by the County from the State of California and then subsequently distributed to the District and its member entities based on their requested appropriation throughout the fiscal year is also accounted for in the Operating Fund.

Proposition 1B Grant funding, advanced grant funding received by the District from the State of California Proposition 1B funds for the Public Transportation Modernization, Improvement, and Service Enhancement Account (PTMISEA) and the Low Carbon Transit Operations Program (LCTOP) are also accounted for in the Operating Fund.

C. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position

1. Cash and Cash Equivalents

For purposes of the statement of cash flows, the District considers all highly liquid investments with a maturity of 90 days or less, when purchased, to be cash equivalents. Cash deposits are reported at the carrying amount, which reasonably estimates fair value.

2. Investments

Investments are reported at fair value except for short-term investments, which are reported at cost, which approximates fair value. Cash deposits are reported at carrying amount, which reasonably estimates fair value. Investments in governmental investment pools are reported at fair value based on the fair value per share of the pool's underlying portfolio.

In accordance with fair value measurements, the District categorizes its assets and liabilities measured at fair value into a three-level hierarchy based on the priority of the inputs to the valuation technique used to determine fair value. The fair value hierarchy gives the highest priority to quoted prices in active markets for identical assets or liabilities (Level 1) and the lowest priority to unobservable inputs (Level 3). If the inputs used in the determination of the fair value measurement fall within different levels of the hierarchy, the categorization is based on the lowest level input that is significant to the fair value measurement.

Financial assets and liabilities recorded on the balance sheet are categorized based on the inputs to the valuation techniques as follows:

Level 1 – Inputs that reflect unadjusted quoted prices in active markets for identical investments, such as stocks, corporate and government bonds. The District has the ability to access the holding and quoted prices as of the measurement date.

Level 2 – Inputs, other than quoted prices, that are observable for the asset or liability either directly or indirectly, including inputs from markets that are not considered to be active.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

2. Investments (continued)

Level 3 – Inputs that are unobservable. Unobservable inputs reflect the District’s own assumptions about the factors market participants would use in pricing an investment, and is based on the best information available in the circumstances.

3. Receivables and Allowance for Doubtful Accounts

Accounts receivable consist primarily of amounts owed by customers for advertising revenue, as well as amounts owed by other governmental agencies. As of June 30, 2024, all accounts receivable are considered to be collectable by the District.

4. Materials and Supplies Inventory

Materials and supplies inventory consists primarily of bus replacement parts, supplies for vehicle maintenance, tires, and oil. Inventory is valued at cost using a weighted average method. Inventory items are charged to expense at the time that individual items are withdrawn from inventory or consumed.

5. Prepays

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items.

6. Right-To-Use Subscription-Based Information Technology Arrangements (SBITA) Asset and Payable

The primary objective is to enhance the relevance and consistency of information about the governments’ leasing activities. The District has established a single model for SBITA accounting based on the principle that SBITAs are financings of a right-to-use underlying asset. As a lessee, the District is required to recognize a SBITA liability (payable) and an intangible right-to-use SBITA asset. At the commencement of a SBITA, the District initially measures the SBITA liability at the present value of payments expected to be made during the SBITA term. Subsequently, the SBITA liability is reduced by the principal portion of SBITA payments made. The SBITA asset is initially measured as the initial amount of the SBITA liability, adjusted for SBITA payments made at or before the SBITA commencement date, plus certain initial direct costs. Subsequently, the SBITA asset is amortized on a straight-line basis over its useful life. The District monitors changes in circumstances that would require a remeasurement of its SBITA and will remeasure the SBITA asset and SBITA payable if certain changes occur that are expected to significantly affect the amount of the SBITA payable.

7. Right-To-Use Leased Asset and Right-To-Use Lease Payable

The primary objective is to enhance the relevance and consistency of information about the governments’ leasing activities. The District has established a single model for lease accounting based on the principle that leases are financings of a right-to-use underlying asset. As a lessee, the District is required to recognize a lease liability (payable) and an intangible right-to-use leased asset. At the commencement of a lease, the District initially measures the lease liability at the present value of payments expected to be made during the lease term. Subsequently, the lease liability is reduced by the principal portion of lease payments made. The leased asset is initially measured as the initial amount of the lease liability, adjusted for lease payments made at or before the lease commencement date, plus certain initial direct costs. Subsequently, the leased asset is amortized on a straight-line basis over its useful life. The District monitors changes in circumstances that would require a remeasurement of its lease and will remeasure the leased asset and lease payable if certain changes occur that are expected to significantly affect the amount of the lease payable.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

8. Capital Assets

Capital assets are stated at cost or at their estimated fair value at date of donation. It is the District's policy to capitalize assets costing over \$5,000. The provision for depreciation is computed using the straight-line method over the estimated service lives of the capital assets. Estimated service lives for the District's classes of assets are as follows:

<u>Description</u>	<u>Estimated Lives</u>
Revenue vehicles – fixed route	12 years
Revenue vehicles - paratransit	4-5 years
Buildings and buildings improvements	15-30 years
Equipment	3-10 years

9. Deferred Outflows/Inflows of Resources

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element, *deferred outflows of resources*, represents a consumption of net assets that applies to a future period and so will not be recognized as an outflow of resources (expense/expenditure) until then.

In addition to liabilities, the statement of net position will sometimes report a separate section for deferred inflows of resources. This separate financial statement element, *deferred inflows of resources*, represents an acquisition of net assets that applies to a future period and will not be recognized as an inflow of resources (revenue) until that time.

10. Unearned– Local Transportation Funding

Authorized and received Local Transportation Funds (LTF) that exceed current year expenditure requirements are deferred to future periods.

11. Compensated Absences

District policy is to permit employees to accumulate earned vacation and sick leave up to a defined maximum amount. Accumulated vacation time is accrued at year-end to account for the District's obligation to the employees for the amount owed. Sick leave can be accumulated, but, under District policy, is not paid until retirement, death, or voluntary termination with a minimum of ten years of service. Payment shall be made in an amount of 50% of accrued sick leave upon retirement, death, or voluntary termination of the qualified employee. Accordingly, 50% of the accumulated sick leave for qualified employees is accrued at year-end to account for the District's obligation for the amount owed.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

12. Pensions

For purposes of measuring the net pension liability and deferred outflows/inflows of resources related to pensions, and pension expense, information about the fiduciary net position of the District's California Public Employees' Retirement System (CalPERS) plans and addition to/deductions from the Plans' fiduciary net position have been determined on the same basis as they are reported by CalPERS. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

The following timeframes are used for pension reporting:

Valuation Date June 30, 2022

Measurement Date June 30, 2023

Measurement Period July 1, 2022 to June 30, 2023

13. Post-employment Benefits Other Than Pensions (OPEB)

For purposes of measuring the net OPEB liability, deferred outflows of resources and deferred inflows of resources related to OPEB, and OPEB expense, information about the fiduciary net position of the Gold Coast Transit District Retiree Benefits Plan ("the Plan") and additions to/deductions from the Plan's fiduciary net position have been determined on the same basis as they are reported by the Plan. For this purpose, the Plan recognizes benefit payments when due and payable in accordance with the benefit terms. Investments are reported at fair value, except for money market investments and participating interest-earning investment contracts that have a maturity at the time of purchase of one year or less, which are reported at cost.

Valuation Date June 30, 2023

Measurement Date June 30, 2023

Measurement Period July 1, 2022 to June 30, 2023

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

C. Assets, Deferred Outflows of Resources, Liabilities, Deferred Inflows of Resources, and Net Position (continued)

14. Net Position

Net position is classified into three components: net investment in capital assets; restricted; and unrestricted. These classifications are defined as follows:

- **Net investment in capital assets** - This component of net position consists of capital assets, including restricted capital assets, net of accumulated depreciation and reduced by the outstanding balances of debt for those capital assets.
- **Restricted** - This component of net position consists of constraints placed on net position use through external constraints imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or constraints imposed by law through constitutional provisions or enabling legislation.
- **Unrestricted net position** - This component of net position consists of net position that does not meet the definition of "net investment in capital assets" or "restricted".

When both restricted and unrestricted resources are available for use, it is the District's policy to use restricted resources first, then unrestricted resources as they are needed.

D. Use of Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures during the reported period. Actual results could differ from those estimates.

E. Non-Operating Revenues

The District receives LTF under provisions of the State of California's Transportation Development Act of 1971 (TDA). This act provides that a portion of state sales tax proceeds be made available for support and development of public transportation. These funds are generated within the County and are allocated based on annual claims filed by the District and approved by the Ventura County Transportation Commission (VCTC). A portion of these proceeds (at the discretion of the District's Board) may be set aside to fund capital acquisitions and is classified as local transportation funding in the non-operating section of the statement of activities and changes in net position.

The remaining portion of local transportation funding is used to subsidize current operations and is also included in the nonoperating revenue section of the statement of activities and changes in net position. Under provisions of the Fixing America's Surface Transportation (FAST) Act, signed into law on December 4, 2015, Federal planning and capital assistance grants (under Section 5307) are made available to local urbanized mass transportation systems on a formula basis. Federal operating and matching grants provided to the District under this act are included in the non-operating revenue section of the statement of activities and changes in net position.

Federal, state, and local operating and capital grants are included in the non-operating revenue section of the statement of activities and changes in net position.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 1 – DESCRIPTION OF ORGANIZATION AND SIGNIFICANT ACCOUNTING POLICIES (continued)

F. Grant Funding

Grants for operating assistance and capital acquisitions are included in their respective non-operating and capital contribution sections of the statement of revenues, expenses and changes in net position. Grant funds are claimed on a reimbursement basis and receivables for grant funds are recorded as the related obligations are incurred. Grant funds advanced but not yet earned are treated as unearned revenue until the respective obligations these grants were funded for are incurred.

G. Capital Contributions

Capital contributions represent cash and capital asset additions contributed to the District by outside parties.

H. Reclassifications

Certain amounts from the prior year have been reclassified to conform to the current year's presentation.

NOTE 2 – CASH AND INVESTMENTS

Cash and investments were classified in the accompanying financial statements as follows:

Description	June 30, 2024
Cash and cash equivalents	\$ 4,743,120
Restricted – investments	2,601,393
Total cash and investments	\$ 7,344,513

Cash and investments consisted of the following:

Description	June 30, 2024
Cash on hand	\$ 670
Demand deposits held with financial institutions	17,611
Deposits held with Local Agency Investment Fund (LAIF)	106,227
Deposits held with Ventura County Pooled Investment Fund (VCPHF)	1,533,284
Deposits held with money market funds	3,085,328
Investments	2,601,393
Total cash and investments	\$ 7,344,513

Demand Deposits

At June 30, 2024, the carrying amount of the District's demand deposits was \$17,611 and the financial institution balance was \$739,534. The \$721,923 net difference represents outstanding checks, deposits-in-transit and/or other reconciling items between the financial institution's balance and the District's balance for each year.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 2 – CASH AND INVESTMENTS (continued)

Custodial Credit Risk – Deposits

Custodial credit risk for *deposits* is the risk that in the event of the failure of a depository financial institution the Authority will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. The custodial credit risk for *investments* is the risk that in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction the Authority will not be able to recover the value of its investment or collateral securities that are in the possession of another party. The California Government Code and the Authority's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits or investments, other than the following provision for deposits. The California Government Code requires that a financial institution secure deposits made by state or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under state law (unless so waived by the governmental unit). The fair value of the pledged securities in the collateral pool must equal at least 110% of the total amount deposited by the public agencies. California law also allows financial institutions to secure Authority deposits by pledging first trust deed mortgage notes having a value of 150% of the secured public deposits. As of June 30, 2023, the Authority's deposits were covered by the Federal Deposit Insurance Corporation insurance limits or collateralized as required by California law.

Local Agency Investment Fund (LAIF)

The California State Treasurer, through the Pooled Money Investment Account (PMIA), invests its funds to manage the State's cash flow and strengthen the financial security of local public agencies. PMIA's policy sets as primary investment objectives safety, liquidity and yield. Through the PMIA, the Investment Division manages the Local Agency Investment Fund (LAIF). LAIF allows cities, counties, and special districts to place money in a major portfolio and, at no additional costs, use the expertise of Investment Division staff. Participating agencies can withdraw their funds from LAIF at any time as LAIF is highly liquid and has a dollar - in dollar-out amortized cost methodology.

The District is a voluntary participant in LAIF. The fair value of the District's investment in this pool is reported at an amount based upon the District's pro-rata share of the fair value provided by LAIF for the entire LAIF portfolio (in relation to the amortized cost of the portfolio). The balance available for withdrawal is based on the accounting records maintained by LAIF. LAIF is not categorized under the fair value hierarchy established by GAAP as it is held at an amortized cost basis and it is Not Rated under the current credit risk ratings format. For financial reporting purposes, the District considers funds in LAIF a cash equivalent due to its highly liquid nature and dollar-in dollar-out amortized cost methodology. As of June 30, 2024, the District held \$106,227 in LAIF.

Ventura County Pooled Investment Fund (VCPIF)

The District is a voluntary participant in the Ventura County Pooled Investment Fund (VCPIF) that is regulated by the California Government Code under the oversight of the Treasurer of the County of Ventura, California. The fair value of the District's investment in this pool is reported in the accompanying financial statements at amounts based upon the District's prorated share of the fair value provided by the VCPIF for the entire VCPIF portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the VCPIF, which are recorded on an amortized cost basis. For financial reporting purposes, the District considers funds in VCPIF a cash equivalent due to its highly liquid nature and dollar-in dollar-out amortized cost methodology. As of June 30, 2024, the District held \$1,533,284 in VCPIF.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 2 – CASH AND INVESTMENTS (continued)

Money-Market Funds

Money-market funds are an investment whose objective is to earn modest investment earnings while maintaining a net asset value (NAV) of \$1 per share (which is the funds main goal – preservation of principal). A money-market fund’s portfolio is typically comprised of short-term, or less than one year, securities representing high-quality, liquid debt and monetary instruments with minimal credit risk. Money-market funds are Level 1 investments (with quoted prices in active markets for identical assets) that are Not Rated under the current credit risk ratings format. For financial reporting purposes, the District considers money market funds a cash equivalent due to their highly liquid nature and NAV of \$1 per share. As of June 30, 2024, the District held \$3,085,328 in money market funds.

Investments

The District’s investments as of June 30, 2024 were as follows:

Type of Investments	Measurement Input	Credit Rating	June 30, 2024 Fair Value	Maturity	
				12 Months or Less	13 to 24 Months
U.S. Government obligations	Level 1	Aaa	\$ 1,014,079	\$ -	\$ 1,014,079
Corporate short-term obligations	Level 2	AAA	334,004	334,004	-
Money market accounts held with debt trustee	Level 1	N/A	1,253,310	1,253,310	-
Total investments			\$ 2,601,393	\$ 1,587,314	\$ 1,014,079

Authorized Investments and Investment Policy

The District has adopted an investment policy directing the Fiscal Officer to deposit funds in financial institutions to purchase financial investments in accordance with California Government Code 53600-53610. The following table represents investments authorized by the Districts investment policy.

Authorized Investment Type	Maximum Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
State on local agency bonds	5-years	None	None
U.S. treasury obligations	5-years	None	None
Government sponsored agency securities	5-years	None	None
Negotiable certificates of deposit	5-years	30%	None
Short -term corporate obligations notes	5-years	30%	None
Money market mutual funds	5-years	20%	20%
County pooled investment funds	None	None	None
California Local Agency Investment Fund (LAIF)	None	None	None

Fair Value Measurement Input

The District categorizes its fair value measurement inputs within the fair value hierarchy established by generally accepted accounting principles. The District has presented its measurement inputs as noted in the previous table.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 2 – CASH AND INVESTMENTS (continued)

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. As of June 30, 2024 and 2023, the District's investment in the LAIF was not rated as noted in the previous table, and the District's investment in the VCPIF was rated AAf/S-1+.

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the Authority can manage its exposure to interest rate risk is by purchasing a combination of shorter term and longer-term investments and by timing cash flows from maturities so that a portion of the portfolio is maturing or coming close to maturity as necessary to provide the cash flow and liquidity needed for operations.

Concentration of Credit Risk

Generally, credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented in the Investment Table are Standard & Poor's credit ratings for the Authority's investments as of June 30, 2024.

NOTE 3 – RESTRICTED ASSETS AND NET POSITION

The balance at June 30, 2024 consists of the following:

<u>Description</u>	<u>June 30, 2024</u>
Restricted - investments	<u>\$ 2,601,393</u>
Total restricted from debt proceeds	<u>\$ 2,601,393</u>

Restricted assets are investments of debt proceeds held by the bond trustees for debt service.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 4 – CAPITAL ASSETS AND DEPRECIATION

Changes in capital assets for the fiscal year ended June 30, 2024, were as follows:

Description	Balance July 1, 2023	Additions	Deletions/ Transfers	Balance June 30, 2024
Non-depreciable assets:				
Land	\$ 8,981,061	\$ -	\$ -	\$ 8,981,061
Construction-in-process	129,813	242,522	-	372,335
Total non-depreciable assets	9,110,874	242,522	-	9,353,396
Depreciable assets:				
Buildings and improvements	43,819,825	-	-	43,819,825
Vehicles and equipment	41,212,274	2,766,270	(1,635,096)	42,343,448
Intangible assets	39,401	-	-	39,401
Total depreciable assets	85,071,500	2,766,270	(1,635,096)	86,202,674
Accumulated depreciation:				
Buildings and improvements	(4,955,451)	(1,234,754)	-	(6,190,205)
Vehicles and equipment	(27,097,543)	(2,490,087)	1,635,096	(27,952,534)
Intangible assets	(39,401)	-	-	(39,401)
Total accumulated depreciation	(32,092,395)	(3,724,841)	1,635,096	(34,182,140)
Total depreciable assets, net	52,979,105	(958,571)	-	52,020,534
Depreciable assets:				
Right-to-use leased asset	84,067	-	-	84,067
Right-to-use subscription asset	230,141	-	(33,961)	196,180
Total right-to-use assets	314,208	-	(33,961)	280,247
Accumulated amortization:				
Right-to-use leased asset	(33,065)	(16,918)	-	(49,983)
Right-to-use subscription asset	(59,508)	(59,508)	33,961	(85,055)
Total accumulated amortization	(92,573)	(76,426)	33,961	(135,038)
Total amortizable assets, net	221,635	(76,426)	-	145,209
Total capital assets, net	\$ 62,311,614	\$ (792,475)	\$ -	\$ 61,519,139

NOTE 5 – UNEARNED – LOCAL TRANSPORTATION FUNDING (LTF)

In accordance with TDA statutes and the California Code of Regulations, Title 21, Chapter 3, Subchapter 2, Article 5, Section 6649(b), LTF received for operating assistance in excess of the amount that the District is eligible to receive is recorded as an unearned revenue and is to be recognized as revenue and a reduction of eligible LTF during the following fiscal years.

As of June 30, 2024, there was no unearned LTF revenue recorded by the District, and all LTF revenue recognized in the fiscal year was received by the District in the fiscal year. There was no unearned LTF revenue as of June 30, 2023.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 6 – COMPENSATED ABSENCES

Summary changes to compensated absences balances for the year ended June 30, 2024, were as follows:

Balance July 1, 2023	Additions	Deletions	Balance June 30, 2024	Due Within One Year	Due in More Than One Year
\$ 1,297,568	\$ 609,672	\$ (617,667)	\$ 1,289,573	\$ 1,212,817	\$ 76,756

NOTE 7 – RIGHT-TO-USE SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENT (SBITA) ASSET AND PAYABLE

Changes in right-to-use SBITA payable for fiscal year ending June 30, 2024, was as follows:

Description	Balance July 1, 2023	Additions	Payments	Balance June 30, 2024	Current Portion	Long-term Portion
Vector Solutions	\$ 7,552	\$ -	\$ (7,552)	\$ -	\$ -	\$ -
Remix	10,244	-	(10,244)	-	-	-
UTAAPC	49,980	-	(16,250)	33,730	16,657	17,073
Ecoline	105,548	-	(25,418)	80,130	26,053	54,077
Total	\$ 173,324	\$ -	\$ (59,464)	\$ 113,860	\$ 42,710	\$ 71,150

Annual debt service requirements for the right-to-use SBITA payable are as follows:

Fiscal Year	Principal	Interest	Total
2025	\$ 42,710	\$ 2,846	\$ 45,556
2026	43,778	1,779	45,557
2027	27,372	684	28,056
Total	113,860	\$ 228	\$ 12,847
Current	(42,710)		
Long-Term	\$ 71,150		

The District is reporting a total right-to-use SBITA asset, net of \$111,125 and a right-to-use SBITA payable of \$113,860 for the year ending June 30, 2024. Also, the District is reporting total amortization expense of \$59,508, principal payments of \$59,464 and interest expense of \$4,334 related to the above noted SBITAs.

The SBITA's held by the District do not have implicit rates of return, therefore the District used its incremental borrowing rate of 2.00% to discount the SBITA payments to the net present value. In some cases, SBITAs contain termination clauses. In these cases, the clause requires the user or provider to show cause to terminate the SBITA.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 7 – RIGHT-TO-USE SUBSCRIPTION-BASED INFORMATION TECHNOLOGY ARRANGEMENT (SBITA) ASSET AND PAYABLE (continued)

The District's SBITA's are summarized as follows:

Vector Solutions

On July 1, 2022, the District continued a 48-month arrangement with Vector Solutions for use of its online employee learning management system and real-time driver performance software. An initial right-to-use SBITA liability was recorded in the amount of \$14,699. As of June 30, 2024, the value of the SBITA payable was \$0. The District makes annual payments of \$7,296 with a 3.0% annual increase. The SBITA has an implied interest rate of 2.5%. The District is amortizing the right-to-use SBITA asset of \$14,699 at \$612 per month. As of June 30, 2024, the value of the SBITA right-to-use asset was \$0. The District recognized interest expense of \$189 during the fiscal year. The SBITA will be evaluated by the District for future extensions after the completion of the current SBITA period.

Remix

On July 1, 2022, the District continued a 36-month arrangement with Remix for use of its route planning and research software tool. An initial right-to-use SBITA liability was recorded in the amount of \$19,262. As of June 30, 2024, the value of the SBITA payable was \$0. The District makes annual payments of \$7,500 with a \$1,000 annual increase. The SBITA has an implied interest rate of 2.5%. The District is amortizing the right-to-use SBITA asset of \$19,262 at \$803 per month. As of June 30, 2024, the value of the right-to-use SBITA asset was \$0. The District recognized interest expense of \$256 during the fiscal year. The SBITA will be evaluated by the District for future extensions after the completion of the current SBITA period.

UTA's Automated Passenger Counter (UTAAPC)

On July 1, 2022, the District continued a 48-month arrangement with UTAAPC for use of its GPS enabled passenger data software. An initial right-to-use SBITA liability was recorded in the amount of \$65,835. As of June 30, 2024, the value of the SBITA payable was \$33,730. The District makes fixed annual payments of \$17,500 with no annual increase for the length of the arrangement. The SBITA has an implied interest rate of 2.5%. The District is amortizing the right-to-use SBITA asset of \$65,835 at \$1,372 per month. As of June 30, 2024, the net value of the right-to-use SBITA asset was \$32,919. The District recognized interest expense of \$1,250 during the fiscal year. The SBITA will be evaluated by the District for future extensions after the completion of the current SBITA period.

Ecolane

On July 1, 2022, the District continued a 60-month arrangement with Ecolane for use of its reservation, dispatch and reporting software. An initial right-to-use SBITA liability was recorded in the amount of \$130,345. As of June 30, 2024, the value of the SBITA payable was \$80,130. The District makes fixed annual payments of \$28,057 with no annual increase for the length of the arrangement. The SBITA has an implied interest rate of 2.5%. The District is amortizing the right-to-use SBITA asset of \$130,345 at \$2,172 per month. As of June 30, 2024, the net value of the right-to-use SBITA asset was \$78,206. The District recognized interest expense of \$2,639 during the fiscal year. The SBITA will be evaluated by the District for future extensions after the completion of the current SBITA period.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 8 – RIGHT-TO-USE LEASED ASSET AND RIGHT-TO-USE LEASE PAYABLE

Changes in right-to-use lease payable for fiscal year ending June 30, 2024, was as follows:

Description	Balance, July, 1 2023	Additions	Deletions	Balance, June, 30 2024	Due Within One Year	Due in More Than One Year
Customer service center	\$ 39,015	\$ -	\$ (10,594)	\$ 28,421	\$ 11,029	\$ 17,392
Bus operator breakroom	13,782	-	(6,034)	7,748	6,611	1,137
	\$ 52,797	\$ -	\$ (16,628)	\$ 36,169	\$ 17,640	\$ 18,529

Annual debt service requirements for the right-to-use lease payable are as follows:

Fiscal Year	Principal	Interest	Total
2025	\$ 17,640	\$ 1,072	\$ 18,712
2026	12,615	453	13,068
2027	5,914	53	5,967
Total	36,169	\$ 1,578	\$ 37,747
Less: current	(17,640)		
Total non-current	\$ 18,529		

The District is reporting a total right-to-use leased asset, net of \$51,002 and a right-to-use lease payable of \$52,797 for the year ending June 30, 2023. Also, the District is reporting total amortization expense of \$16,810, principal payments of \$15,812 and interest expense of \$2,583 related to the above noted lease.

The leases held by the District do not have an implicit rate of return, therefore the District used its incremental borrowing rate of 4.00% to discount the lease payments to the net present value. In some cases, leases contain termination clauses. In these cases, the clause requires the lessee or lessor to show cause to terminate the lease.

The District’s leases are summarized as follows:

Customer Service Center

On July 1, 2021, the District continued a 120-month lease with the City of Oxnard for use of building space as customer service center. An initial right-to-use lease liability was recorded in the amount of \$59,175. As of June 30, 2024, the value of the lease payable was \$28,421. The District is required to make monthly fixed payments of \$997 for the first 12-month period, then increases each October based on the CPI, but not to exceed 3.0% annually. The lease has an implied interest rate of 4.0%. The District is amortizing the right-to-use leased asset of \$59,175 at \$897 per month. As of June 30, 2024, the net value of the right-to-use leased asset was \$26,898. The District recognized an interest expense of \$1,245 during the fiscal year. The lease will be evaluated by the District for future extensions after the completion of the current lease period.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 8 – RIGHT-TO-USE LEASED ASSET AND RIGHT-TO-USE LEASE PAYABLE (continued)

Operator Breakroom

On September 1, 2022, the District renewed a lease for a 36-month lease with the City of Oxnard for use of building space as breakroom for Operators. An initial right-to-use lease liability was recorded in the amount of \$24,892. As of June 30, 2024, the value of the lease payable was \$7,748. The District is required to make monthly fixed payments of \$518 for the first 12-month period, then increases each October based on the CPI, but not to exceed 5.0% annually. The lease has an implied interest rate of 4.0%. The District is amortizing the right-to-use leased asset of \$24,892 at \$458 per month. As of June 30, 2024, the net value of the right-to-use leased asset was \$7,186. The District recognized interest expense of \$1,338 during the fiscal year. The lease will be evaluated by the District for future extensions after the completion of the current lease period.

NOTE 9 – LONG-TERM DEBT

Changes in long-term debt for the year ended June 30, 2024, were as follows:

Long-Term Debt	Balance July 1, 2023	Additions/ Adjustments	Payments/ Amortization	Balance June 30, 2024	Current Portion	Long-term Portion
Certificates of participation	\$ 20,130,000	\$ -	\$ (435,000)	\$ 19,695,000	\$ 455,000	\$ 19,240,000
Premium	1,365,580	-	(54,623)	1,310,957	54,623	1,256,334
Total long-term debt	\$ 21,495,580	\$ -	\$ (489,623)	\$ 21,005,957	\$ 509,623	\$ 20,496,334

Series 2017 Certificates of Participation (COP)

On March 2, 2017, the District issued Series 2017 Certificates of Participation (2017 COPs) in the par amount of \$22,000,000 for the construction of its new operations and maintenance facility. The District pledged fare box revenues for the repayment of the certificates. The 2017 COPs were issued with coupon interest rates ranging between 4.00% to 5.25% and a net premium on the issuance of \$1,716,093 which is being amortized over the life of the debt service. The 2017 COPs are scheduled to mature on July 1, 2047. Interest payments are due on July 1st and January 1st while principal payments ranging between \$340,000 to \$1,350,000 are due on July 1st each year.

If any Event of Default occurs and is continuing, the Trustee by notice to the District, or the Owners of at least 25% in principal amount of the Certificates by notice to the District and the Trustee (except for an Event of Default as described under clause (c) of Section 8.01 of the Lease Agreement, for which no such notice is required), may declare the principal and accrued interest with respect to the Certificates to be due and payable immediately. Upon a declaration, the principal and accrued interest to the date of the Trustee's declaration of acceleration on the Certificates shall be due and payable. The Trustee may, and upon the request of Owners of a majority in principal amount of the Certificates shall, rescind an acceleration and its consequences if all existing Events of Default have been cured or waived, if the rescission would not conflict with any judgment or decree if all payments due the Trustee have been made. As of June 30, 2024, the balance of the certificates of participation is \$19,695,000 and the balance of the unamortized premium was \$1,310,957.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 9 – LONG-TERM DEBT (continued)

Series 2017 Certificates of Participation (COP) (continued)

Annual debt service requirements for the certificates of participation are as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest</u>	<u>Total</u>
2025	\$ 455,000	\$ 929,269	\$ 1,384,269
2026	475,000	909,506	1,384,506
2027	495,000	887,038	1,382,038
2028	520,000	861,663	1,381,663
2029	550,000	834,225	1,384,225
2030-3034	3,210,000	3,710,669	6,920,669
2035-2039	3,965,000	2,954,450	6,919,450
2040-2044	5,010,000	1,905,000	6,915,000
2045-2048	5,015,000	517,375	5,532,375
Total	19,695,000	\$ 13,509,195	\$ 33,204,195
Current	<u>(455,000)</u>		
Long-term	<u>\$ 19,240,000</u>		

NOTE 10 – PENSION PLAN

Summary

The following balances on the balance sheet will be addressed in this footnote as follows:

<u>Description</u>	<u>2024</u>
Pension related deferred outflows	\$ 7,498,648
Net pension liability	17,470,234
Pension related deferred inflows	582,192

Qualified employees are covered under a multiple-employer defined benefit pension plan maintained by agencies of the State of California known as the California Public Employees' Retirement System (CalPERS), or "The Plan".

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 10 – PENSION PLAN (continued)

A. General Information about the Pension Plan

The Plan

The District has engaged with CalPERS to administer the following pension plans for its employees (members):

	Miscellaneous Plans	
	Classic Tier 1	PEPRA Tier 2
Hire date	Prior to January 1, 2013	On or after January 1, 2013
Benefit formula	2.7% @ 55	2.0 @ 62
Benefit vesting schedule	5-years or service	5-years or service
Benefits payments	monthly for life	monthly for life
Retirement age	50 - 55 & up	52 - 67 & up
Monthly benefits, as a % of eligible compensation	2.0% to 2.7%	1.0% to 2.5%
Required member contribution rates	8.00%	7.250%
Required employer contribution rates – FY 2024	11.530%	14.570%

Plan Description

The District contributes to the California Public Employees’ Retirement System (CalPERS), a cost-sharing multiple-employer defined benefit pension plan. CalPERS acts as a common investment and administrative agent for participating public entities within the State of California. A full description of the pension plan, benefit provisions, assumptions (for funding, but not accounting purposes), and membership information are listed in the June 30, 2022, Annual Actuarial Valuation Reports. This report and CalPERS’ audited financial statements are publicly available reports that can be obtained at CalPERS’ website under Forms and Publications.

At June 30, 2023, (Measurement Date) the following members were covered by the benefit terms:

Plan Members	Miscellaneous Plans
Active members	192
Transferred and terminated members	26
Retired members and beneficiaries	139
Total plan members	357

All qualified permanent and probationary employees are eligible to participate in the District’s cost-sharing multiple-employer defined benefit pension plans administered by the California Public Employees’ Retirement System (CalPERS). Benefit provisions under the Plans are established by state statute and District resolution. CalPERS issues publicly available reports that include a full description of the pension plans regarding benefit provisions, assumptions, and membership information that can be found on the CalPERS website.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 10 – PENSION PLAN (continued)

A. General Information about the Pension Plan (continued)

Benefits Provided

CalPERS provides service retirement and disability benefits, annual cost of living adjustments, and death benefits to Plan members, who must be public employees and beneficiaries. Benefits are based on years of credited service, equal to one year of full-time employment. Members with five years of total service are eligible to retire at age 50 with statutorily reduced benefits. All members are eligible for nonindustrial disability benefits after five years of service. The death benefit is one of the following the Basic Death Benefit, the 1957 Survivor Benefit, or the Optional Settlement 2W Death Benefit. The cost-of-living adjustments for each Plan are applied as specified by the Public Employees' Retirement Law.

Contributions

Section 20814(c) of the California Public Employees' Retirement Law (PERL) requires that the employer contribution rates for all public employers are determined on an annual basis by the actuary and shall be effective on the July 1 following notice of a change in the rate. The total plan contributions are determined through CalPERS' annual actuarial valuation process. The actuarially determined rate is the estimated amount necessary to finance the costs of benefits earned by employees during the year, with an additional amount to finance any unfunded accrued liability. The employer is required to contribute the difference between the actuarially determined rate and the contribution rate of employees. Employer contribution rates may change if plan contracts are amended. Payments made by the employer to satisfy contribution requirements that are identified by the pension plan terms as plan member contribution requirements are classified as plan member contributions.

Contributions for the fiscal year ended June 30, 2024, were as follows:

<u>Contribution Type</u>	<u>Miscellaneous Plans</u>
Contributions - employer	\$ 3,057,176
Contributions - members	916,003
Total contributions	\$ 3,973,179

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions

Proportionate Share of Net Pension Liability and Pension Expense

The District's net pension liability for each Plan is measured as the proportionate share of the net pension liability. The net pension liability of each of the Plans is measured as of June 30, 2023, and the total pension liability for each Plan used to calculate the net pension liability was determined by an actuarial valuation as of June 30, 2022, rolled forward to June 30, 2023, using standard update procedures. The District's proportionate share of the net pension liability was based on a projection of the District's long-term share of contributions to the pension plans relative to the projected contributions of all participating employers, actuarially determined.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 10 – PENSION PLAN (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

Proportionate Share of Net Pension Liability and Pension Expense (continued)

The following table shows the District’s proportionate share of the risk pool collective net pension liability over the measurement period for the Miscellaneous Plan for the fiscal year ended June 30, 2023 (MD):

<u>Plan Type and Balance Descriptions</u>	<u>Plan Total Pension Liability</u>	<u>Plan Fiduciary Net Position</u>	<u>Change in Plan Net Pension Liability</u>
CalPERS – Miscellaneous Plan:			
Balance as of June 30, 2023 (Measurement Date)	\$ 76,541,808	\$ 59,071,574	\$ 17,470,234
Balance as of June 30, 2022 (Measurement Date)	\$ 72,281,972	\$ 55,320,917	\$ 16,961,055
Change in Plan Net Pension Liability	\$ (4,259,836)	\$ (3,750,657)	\$ (509,179)

Proportionate Share of Net Pension Liability and Pension Expense (continued)

For the year ended June 30, 2024, the District recognized pension expense of \$3,860,927. At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

<u>Account Description</u>	<u>Deferred Outflows of Resources</u>	<u>Deferred Inflows of Resources</u>
Pension contributions made after the measurement date	\$ 3,057,176	\$ -
Adjustment due to differences in proportions		
Differences between expected and actual experience	526,249	(582,192)
Differences between projected and actual earnings on pension plan investments	2,670,076	-
Changes in assumptions	1,245,147	-
Total Deferred Outflows/(Inflows) of Resources	\$ 7,498,648	\$ (582,192)

The deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the subsequent fiscal year. The deferred outflows/(inflows) of resources related to the difference between projected and actual earnings on pension plan investments will be amortized over a closed five-year period. The deferred outflows/(inflows) of resources related to the net change in proportionate share of net pension liability, changes of assumptions, and differences between expected and actual experience in the measurement of the total pension liability will be amortized over the Expected Average Remaining Service Life (EARSL) of all members that are provided benefits (active, inactive, and retirees) as of the beginning of the measurement period. The EARSL for the measurement period is 3.8 years.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 10 – PENSION PLAN (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

An amount of \$3,057,176 reported as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ending June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to pensions will be recognized as a reduction to pension expense as follows:

<u>Amortization Period</u> <u>Fiscal Year Ended June 30</u>	<u>Deferred</u> <u>Outflows/(Inflows)</u> <u>of Resources</u>
2024	\$ 1,113,057
2025	703,413
2026	1,950,257
2027	92,553
Total	<u>\$ 3,859,280</u>

Actuarial Methods and Assumptions Used to Determine Total Pension Liability

For the measurement period ending June 30, 2023 (the measurement date), the total pension liability was determined by rolling forward the June 30, 2022, total pension liability. The June 30, 2023, total pension liability was based on the following actuarial methods and assumptions:

Actuarial Cost Method	Entry Age Normal in accordance with the requirement of GASB Statement No. 68
Actuarial Assumptions:	
Discount Rate	6.90%
Inflation	2.30%
Salary Increases	Varies by Entry Age and Service
Mortality Rate Table	Derived using CalPERS' Membership Data.
Post Retirement Benefit Increase	Contract COLA up to 2.30% until Purchasing Power Protection Allowance Floor on Purchasing Power applies, 2.30% thereafter

Long-term Expected Rate of Return

The long-term expected rate of return on pension plan investments was determined using a building-block method in which expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class.

In determining the long-term expected rate of return, CalPERS took into account both short-term and long-term market return expectations. Using historical returns of all of the funds' asset classes, expected compound (geometric) returns were calculated over the next 20 years using a building-block approach. The expected rate of return was then adjusted to account for assumed administrative expenses of 10 Basis points. The expected real rates of return by asset class are as follows:

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 10 – PENSION PLAN (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

Long-term Expected Rate of Return (continued)

Asset Class	Assumed Asset Allocation	Real Return ^{1,2}
Global Equity - Cap-weighted	30.0%	4.54%
Global Equity - Non-Cap-weighted	12.0%	3.84%
Private Equity	13.0%	7.28%
Treasury	5.0%	0.27%
Mortgage-backed Securities	5.0%	0.50%
Investment Grade Corporates	10.0%	1.56%
High Yield	5.0%	2.27%
Emerging Market Debt	5.0%	2.48%
Private Debt	5.0%	3.57%
Real Estate	15.0%	3.21%
Leverage	-5.0%	-0.59%
	100.0%	

¹ An expected inflation rate of 2.3% is used for this period.

² Figures are based on the Asset Liability Management study.

Discount Rate

The discount rate used to measure the total pension liability was 6.90%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members will be made at the current member contribution rates and that contributions from employers will be made at statutorily required rates, actuarially determined. Based on those assumptions, the Plan's fiduciary net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Subsequent Events

There were no subsequent events that would materially affect the results in this disclosure.

Sensitivity of the Net Pension Liability to Changes in the Discount Rate

The following presents the net pension liability/(asset) of the Plan as of the measurement date, calculated using the discount rate of 6.90%, as well as what the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (5.90%) or 1 percentage-point higher (7.90%) than the current rate:

Plan Type	Net Pension Liability at June 30, 2023		
	Discount Rate - 1%	Current Discount	Discount Rate + 1%
	6.90%	Rate 6.90%	7.90%
CalPERS – Miscellaneous Plan	\$ 27,836,657	\$ 17,470,234	\$ 8,916,850

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 10 – PENSION PLAN (continued)

B. Pension Liabilities, Pension Expenses, and Deferred Outflows/Inflows of Resources Related to Pensions (continued)

Pension Plan Fiduciary Net Position

Detailed information about the pension plan’s fiduciary net position is available in the separately issued CalPERS financial report and can be obtained from CalPERS’ website under Forms and Publications.

C. Payable to the Pension Plans

At June 30, 2024, the District reported no payables for outstanding contributions to the CalPERS pension plan required for the year ended June 30, 2024.

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB)

Summary

The following balances on the balance sheet will be addressed in this footnote as follows:

<u>Description</u>	<u>2024</u>
OPEB related deferred outflows	\$ 1,369,437
Net other post-employment benefits liability	1,540,411
OPEB related deferred inflows	942,307

A. General Information about the OPEB Plan

Plan description

The District provides retiree healthcare benefits for employees who retire with CalPERS pension benefits immediately upon retirement from the District. The District’s OPEB Plan is a single-employer plan. Eligible retirees and dependents may elect lifetime coverage through the District’s healthcare plans. The District pays a portion of the cost of health insurance for retirees under any group plan offered by CalPERS, subject to certain restrictions as determined by the District. Retirees pay the portion of premium not paid by the District.

The District has elected to use the entry age normal cost method with unfunded liabilities amortized over 30 years and continues to fund on a pay-as-you-go basis.

Benefits provided

The District offers lifetime post-employment medical to employees who satisfy the eligibility rules. Eligibility for retiree health benefits requires retirement from the District on or after age 50 (age 52 for PEPRA New hires) with at least five years of CalPERS service. Eligible employees will receive the PEMHCA minimum benefit. The PRMHCA minimum amount for 2023 is \$151 monthly with annual increases. A survivor of a CalPERS retiree is eligible for benefits if the survivor qualifies for a monthly survivor’s pension.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

A. General Information about the OPEB Plan (continued)

Employees covered by benefit terms

At June 30, the following employees were covered by the benefit terms:

	<u>2023</u>
Inactive plan members or beneficiaries currently receiving benefit payments	25
Inactive plan members entitled to but not yet receiving benefit payments	-
Active plan members	<u>193</u>
Total	<u><u>218</u></u>

Funding Policy

The District's funding policy is to contribute to the Trust Fund when possible and pay benefits outside of the Trust Fund, until the Trust Fund is fully funded.

The ADC is the sum of the service cost and the amortization of the net OPEB liability, plus interest (if applicable). For payment of the ADC, however, it comprises three parts: the benefit payments paid outside of the Trust Fund, the credit for the implicit subsidy, and the contribution to the Trust Fund. If the total of the service cost and amortization is less than the total of the benefit payments and implicit subsidy (if benefit payments are paid outside of the Trust Fund), the contribution to the Trust Fund will be negative and is typically set to zero.

The plan's funding policy will produce high contribution amounts until the unfunded amount is fully amortized in 2043, and then will reduce to an amount to cover the service cost, with interest, going forward.

Contributions

The contribution requirements are established and amended by the District. The contribution is based on pay-as-you-go financing requirements. For the fiscal year ended June 30, 2023, the measurement period, the District's contributions totaling \$59,065 included \$0 placed in the California Employers' Retiree Benefit Trust Fund (CERBT) irrevocable trust, \$30,898 in current year premium payments, and an implied subsidy of \$28,167

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

B. Net OPEB Liability

The District's net OPEB liability was measured as of June 30, 2023, and the total OPEB liability used to calculate the net OPEB liability was determined by an actuarial valuation as of that date.

Actuarial assumptions

The total OPEB liability in the June 30, 2023, actuarial valuations were determined using the following actuarial assumptions, applied to all periods included in the measurement, unless otherwise specified:

Valuation Date	June 30, 2023
Measurement Date	June 30, 2023
Actuarial Cost Method	Entry age normal, level percentage of payroll
Asset Valuation Method	Market value of assets as of the measurement date
Actuarial Assumptions:	
Discount Rate	4.31%
Long-Term Expected	
Rate of Return on Investments	4.31%
Inflation	2.30%
Payroll increases	2.75%
Healthcare Trend Rates	Pre-65 - 7.40% trending down annually 0.25% to 5.18% by 2030, and 4.14% by 2075 Post-65 - 4.20% trending down 0.25% annually to 4.14% by 2029 and later
Morbidity	CalPERS 2021 Study
Mortality	CalPERS 2021 Study
Disability	CalPERS 2021 Study
Retirement	2021 CalPERS Public Agency Miscellaneous experience study; 2.7% @55 and 2.0% @62
Percent Married	80% of future retirees would enroll a spouse

Discount Rate

GASB 75 allows the use of a discount rate that is up to the expected long-term rate of return on the assets in the Trust set aside to pay benefits, if the plan sponsor makes regular contributions to the Trust such that the assets are not depleted at any point in the future. If the Plans' actuary determines that contributions are not sufficient to keep the Trust funded, a blend of the long-term rate of return and the yield or index rate for 20-year, tax-exempt municipal bonds will be used for the periods when the Trust funds are not sufficient to cover benefit payments. Based on this requirement, and with the approval of the plan sponsor, the discount rate used to measure the total OPEB liability is 4.31%.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

B. Net OPEB Liability (continued)

Discount Rate (continued)

The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Percentage of Portfolio</u>	<u>Assumed Gross Return</u>
Global Equities	49.0%	6.800%
Global Debt Securities	23.0%	3.700%
REITs	20.0%	6.000%
TIPs	5.0%	2.800%
Commodities	3.0%	3.400%

The long-term expected rate of return is determined using the long-term rates of return developed by the CalPERS Investment Office for financial reporting after September 30, 2022.

C. Changes in the Net OPEB Liability

	<u>Increase (Decrease)</u>		
	<u>Total OPEB Liability</u>	<u>Plan Fiduciary Net Position</u>	<u>Net OPEB Liability</u>
Balance at July 1, 2023	\$ 2,414,631	\$ 754,586	\$ 1,660,045
Changes for the year:			
Service cost	158,277	-	158,277
Interest	115,724	-	115,724
Changes in assumptions	(377,221)	-	(377,221)
Changes in experience	90,898	-	90,898
Changes in benefit terms	-	-	-
Employer contributions	-	59,065	(59,065)
Actual investment income	-	48,466	(48,466)
Administrative expense	-	(219)	219
Benefit payments	(59,065)	(59,065)	-
Net changes	(71,387)	48,247	(119,634)
Balance at June 30, 2024	<u>\$ 2,343,244</u>	<u>\$ 802,833</u>	<u>\$ 1,540,411</u>

Changes of Assumptions

As of June 30, 2023, the measurement period, the discount rate decreased from 4.55% to 4.31%.

Change of Benefit Terms

As of June 30, 2023, the measurement period, there were no changes in benefits.

Subsequent Events

There were no subsequent events that would materially affect the results presented in this disclosure.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

C. Changes in the Net OPEB Liability (continued)

Sensitivity of the net OPEB liability to changes in the discount rate

The following presents the net OPEB liability of the District, as well as what the District’s net OPEB liability would be if it were calculated using a discount rate that is one percentage-point lower or one percentage-point higher than the current discount rate:

	<u>1% Decrease</u> 3.31%	<u>Discount Rate</u> 4.31%	<u>1% Increase</u> 5.31%
District Plan	<u>\$ 1,854,092</u>	<u>\$ 1,540,411</u>	<u>\$ 1,277,160</u>

Sensitivity of the net OPEB liability to changes in the healthcare cost trend rates

The following presents the net OPEB liability of the District, as well as what the District’s net OPEB liability would be if it were calculated using healthcare cost trend rates that are one percentage-point lower or one percentage-point higher than the current healthcare cost trend rates:

	<u>1% Decrease</u> 6.40%	<u>Healthcare Cost</u> <u>Trend Rates</u> 7.40%	<u>1% Increase</u> 8.40%
District Plan	<u>\$ 1,424,619</u>	<u>\$ 1,540,411</u>	<u>\$ 1,677,363</u>

OPEB plan fiduciary net position

Detailed information about the OPEB plan’s fiduciary net position is available in the separately issued Classified Employees Retirement Benefits Trust (CERBT) financial report.

D. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

For the year ended June 30, 2024, the District recognized OPEB expense of \$315,550. At June 30, 2024, the District reported deferred outflows of resources and deferred inflows of resources related to OPEB from the following sources:

<u>Account Description</u>	<u>Deferred Outflows</u> <u>of Resources</u>	<u>Deferred Inflows</u> <u>of Resources</u>
OPEB contributions made after the measurement date	\$ 59,114	\$ -
Changes in assumptions	1,083,924	(670,368)
Differences between expected and actual experience	173,842	(271,939)
Differences between projected and actual earnings on OPEB plan investments	52,557	-
Total Deferred Outflows/(Inflows) of Resources	<u>\$ 1,369,437</u>	<u>\$ (942,307)</u>

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 11 – OTHER POST-EMPLOYMENT BENEFITS (OPEB) (continued)

D. OPEB Expense and Deferred Outflows of Resources and Deferred Inflows of Resources Related to OPEB

The differences between projected and actual earnings on plan investments is amortized over five years. The District reported \$59,114 as deferred outflows of resources related to contributions subsequent to the measurement date will be recognized as a reduction of the total OPEB liability in the year ending June 30, 2025. Other amounts reported as deferred outflows of resources and deferred inflows of resources related to OPEB will be recognized as OPEB expense as follows:

<u>Amortization Period</u> <u>Fiscal Year Ended June 30</u>	<u>Deferred</u> <u>Outflows/(Inflows)</u> <u>of Resources</u>
2025	\$ 85,571
2026	80,997
2027	109,026
2028	73,495
2029	74,133
Thereafter	<u>(55,206)</u>
Total	<u>\$ 368,016</u>

NOTE 12 – NET INVESTMENT IN CAPITAL ASSETS

Net investment in capital assets consisted of the following as of June 30:

<u>Description</u>	<u>June 30, 2024</u>
Net investment in capital assets:	
Capital assets – not being depreciated	\$ 9,353,397
Capital assets, net – being depreciated	52,165,742
Right-to-use SBITA payable – current	(42,710)
Right-to-use lease payable – current	(17,640)
Certificates of participation – current	(509,623)
Right-to-use SBITA payable – non-current	(71,150)
Right-to-use lease payable – non-current	(18,529)
Certificates of participation, net – non-current	<u>(20,496,334)</u>
Total net investment in capital assets	<u>\$ 40,363,153</u>

NOTE 13 – UNRESTRICTED NET POSITION (DEFICIT)

As of June 30, 2024, the District had an unrestricted net position deficit of (\$2,910,333). Due to the nature of the deficit from the implementation of GASB Statements No. 68 (net pension liability) and No. 75 (net OPEB liability) in the prior fiscal years, the District will continue to make its actuarial determined contributions to CalPERS and annually review its outstanding net pension and net OPEB liability funding requirements for future periods to reduce its deficit position.

GOLD COAST TRANSIT DISTRICT

Notes to Financial Statements

For the Year Ended June 30, 2024

NOTE 14 – STATE TRANSIT ASSISTANCE (STA) FUNDING

STA funding comes from the Public Transportation Act (PTA) which derives its revenue from the state sales tax on gasoline. These funds are designated as discretionary or formula. The former is appropriated by the legislature. The latter is a formula based upon population and fares generated. The District utilizes STA funding to fund a combination of operations and capital asset purchases.

STA funding received by the District for FY2024 to fund operations was \$350,687. There was \$74,307 of STA funding receivable recognized in due from other governmental agencies at June 30, 2024.

NOTE 15 – OTHER STATE ASSISTANCE FUNDING

Low Carbon Transit Operations Program (LCTOP)

LCTOP is one of several programs that are part of the Transit, Affordable Housing, and Sustainable Communities Program established by the California Legislature in 2014 by Senate Bill 862. The LCTOP was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emission and improve mobility, with a priority on serving disadvantaged communities. Approved projects in LCTOP will support new or expanded bus or rail services, expand intermodal transit facilities, and may include equipment acquisition, fueling, maintenance, and other costs to operate those services or facilities, with each project reducing greenhouse gas emissions. Senate Bill 862 continuously appropriates five percent of the annual auction proceeds in the Greenhouse Gas Reduction Fund for LCTOP, beginning in fiscal year 2016. The District requested and received funding for a project in the year ended June 30, 2024.

State of Good Repair (SGR)

The Road Repair and Accountability Act of 2017, Senate Bill (SB) 1 (Chapter 5, Statutes of 2017), signed by the Governor on April 28, 2017, includes a program that will provide additional revenues for transit infrastructure repair and service improvements. SGR funding received by the District for fiscal year 2024 was \$47,109 and was used for engine replacements. There was \$10,906 of SGR funding recognized as due from other governmental agencies at June 30, 2024.

Other State Assistance received and utilized for the fiscal year ended June 30, 2024, was as follows:

	<u>LCTOP</u>	<u>SGR</u>	<u>Total</u>
Beginning net position– July 1, 2023	\$ 35,241	\$ 7,694	\$ 42,935
Proceeds received	72,142	47,109	119,251
Capital assets program purchases:			
Route 23 operations	(72,142)	-	(72,142)
Replacement buses/engines	-	(47,109)	(47,109)
Fare support– token transit	-	-	-
Total capital asset program purchases	<u>(72,142)</u>	<u>(47,109)</u>	<u>(119,251)</u>
Investment income allocated	-	-	-
Change in net position	-	-	-
Ending net position– June 30, 2024	<u>\$ 35,241</u>	<u>\$ 7,694</u>	<u>\$ 42,935</u>

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 16 – DEFERRED COMPENSATION SAVINGS PLAN

For the benefit of its employees, the District participates in a 457 Deferred Compensation Program. The purpose of this Program is to provide deferred compensation for public employees that elect to participate in the Program. Generally, eligible employees may defer receipt of a portion of their salary until termination, retirement, death, or unforeseeable emergency. Until the funds are paid or otherwise made available to the employee, the employee is not obligated to report the deferred salary for income tax purposes.

Federal law requires deferred compensation assets to be held in trust for the exclusive benefit of the participants. Accordingly, the District is in compliance with this legislation. Therefore, these assets are not the legal property of the District, and are not subject to claims of the District’s general creditors.

The District has implemented GASB Statement No. 32, *Accounting and Financial Reporting for Internal Revenue Code Section 457 Deferred Compensation Plans*. Since the District has little administrative involvement and does not perform the investing function for this plan, the assets and related liabilities are not shown on the accompanying financial statements.

NOTE 17 – RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. The District has purchased various insurance policies to manage the potential liabilities that may occur from the previously named sources.

The District participates in the California Transit Indemnity Pool (CalTIP), a joint powers agency created to provide liability and physical damage insurance to its members through an insurance pool. The District holds property insurance and general and automotive liability with CalTIP up to \$25 million on liability with a \$25,000 self-insurance retention.

The District purchase blanket insurance coverage from commercial brokers for the following:

	<u>2024</u>
Insurance coverage limits:	
Building and structures	\$ 23,927,001
Business and property	3,500,000
Employment practices	2,000,000
Crime	2,200,000
Cyber liability	1,000,000

The District’s employee practices liability insurance coverage is \$2.0 million and handled through Navigators Insurance. Also, the District participates in the California State Association of Counties Excess Insurance Authority (CSAC-EIA), a joint powers agency created to provide workers’ compensation insurance to its members through a risk retention insurance pool. The District holds workers’ compensation insurance coverage with CSAC-EIA up to statutory limits. Some of the above insurance policies are subject to various deductibles.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 17 – RISK MANAGEMENT (continued)

Settled claims have not exceeded any of the coverage amounts in any of the last three fiscal years and there were no reductions in the District's insurance coverage during the years ending June 30, 2024, 2023 and 2022. Liabilities are recorded when it is probable that a loss has been incurred and the amount of the loss can be reasonably estimated net of the respective insurance coverage. Liabilities include an amount for claims that have been incurred but not reported (IBNR). There were no IBNR claims payable as of June 30, 2024, 2023 and 2022.

NOTE 18 – COMMITMENTS AND CONTINGENCIES

Excluded Leases – Short-Term Leases and De Minimis Leases

The District does not recognize a lease receivable and a deferred inflow of resources for short-term leases. Short-term leases are certain leases that have a maximum possible term under the lease contract of 12 months (or less), including any options to extend, regardless of their probability of being exercised.

Also, *de minimis* lessor or lessee leases are certain leases (i.e., room rental, copiers, printers, postage machines) that regardless of their lease contract period are *de minimis* with regards to their aggregate total dollar amount to the financial statements as a whole.

Construction Contracts

The District has a variety of agreements with private parties relating to the installation, improvement, or modification of District vehicles and equipment, as well as buildings and land improvements. The financing of such construction contracts is being provided by a combination of debt, the District's replacement reserves and federal and state grants. As of June 30, 2024, the District has a balance of \$372,335 in Construction-in-process for two projects. The first project for paratransit buses was completed in early fiscal year 2025, and the other is for the FCEB and related projects, which is estimated to be completed in fiscal year 2027. The cost of the FCEB and related projects to date is \$258,883, with the remaining cost to complete the project estimated to be approximately \$18,000,000.

Operating Fare Revenue Ratio

To provide relief to transit operators, the State of California has suspended enforcement of the California regulations that require that a transit service claimant for TDA funds have a system-wide ratio of fare and local revenues to operating cost of at least 20% or that the claimant realize a fare box recovery ratio (FBRR) of 20% for fixed route passenger service and 10% for paratransit service. GCTD Met both fare box recovery ratios with 20% for fixed route and 20% for paratransit. The combined fare box ratio was 20%.

Grant Awards

Grant funds received by the District are subject to audit by the grantor agencies. Such audit could lead to requests for reimbursements to the grantor agencies for expenditures disallowed under terms of the grant. Management of the District believes that such disallowances, if any, would not be significant.

Litigation

In the ordinary course of operations, the District is subject to claims and litigation from outside parties. After consultation with legal counsel, the District believes the ultimate outcome of such matters, if any, will not materially affect its financial condition.

GOLD COAST TRANSIT DISTRICT
Notes to Financial Statements
For the Year Ended June 30, 2024

NOTE 19 – SUBSEQUENT EVENTS

In accordance with the provisions surrounding subsequent events, the District’s management has evaluated events and transactions for potential recognition or disclosure through November 6, 2024, the date the financial statements were available to be issued.

Required Supplementary Information

GOLD COAST TRANSIT DISTRICT

Schedule of Changes in the District's Net Pension Liability and Related Ratios For the Year Ended June 30, 2024

Fiscal Year Ended Measurement Date	Last Ten Fiscal Years*				
	June 30, 2024	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020
Total pension liability:					
Service cost	\$ 2,229,152	\$ 2,159,296	\$ 1,893,647	\$ 1,882,223	\$ 1,878,369
Interest	4,978,252	4,699,885	4,538,545	4,245,655	3,988,180
Changes in assumptions	356,325	2,377,097	-	-	-
Differences between expected and actual experience	95,308	(1,111,456)	917,859	348,824	856,414
Benefit payments	(3,399,201)	(3,223,633)	(3,161,478)	(2,748,719)	(2,483,737)
Net change in total pension liability	4,259,836	4,901,189	4,188,573	3,727,983	4,239,226
Total pension liability - beginning	72,281,972	67,380,783	63,192,210	59,464,227	55,225,001
Total pension liability - ending	76,541,808	72,281,972	67,380,783	63,192,210	59,464,227
Plan fiduciary net position:					
Contributions - employer	2,829,745	2,498,252	2,412,586	2,113,162	1,899,815
Contributions - employee	911,503	822,236	885,976	797,278	798,356
Net investment earnings	3,449,290	(4,521,405)	11,033,027	2,311,088	2,865,566
Benefit payments	(3,399,201)	(3,223,633)	(3,161,478)	(2,748,719)	(2,483,737)
Net plan to plan resource movement	-	-	-	-	-
Administrative expense	(40,680)	(37,241)	(48,610)	(65,206)	(30,832)
Other miscellaneous income/(expense)	-	-	-	-	100
Net change in plan fiduciary net position	3,750,657	(4,461,791)	11,121,501	2,407,603	3,049,268
Plan fiduciary net position - beginning	55,320,917	59,782,708	48,661,207	46,253,604	43,204,336
Plan fiduciary net position - ending	59,071,574	55,320,917	59,782,708	48,661,207	46,253,604
District's net pension liability	\$ 17,470,234	\$ 16,961,055	\$ 7,598,075	\$ 14,531,003	\$ 13,210,623
Plan fiduciary net position as a percentage of the total pension liability	77.18%	76.53%	88.72%	77.01%	77.78%
Covered payroll	\$ 11,997,589	\$ 11,275,697	\$ 10,920,689	\$ 10,670,198	\$ 10,526,023
District's net pension liability as a percentage of covered payroll	145.61%	150.42%	69.58%	136.18%	125.50%

Notes to Schedule:

Changes of Benefit Terms: The figures above generally include any liability impact that may have resulted from voluntary benefit changes that occurred on or before the Measurement Date. However, offers of Two Years Additional Service Credit (a.k.a. Golden Handshakes) that occurred after the Valuation Date are not included in the figures above, unless the liability impact is deemed to be material by the plan actuary.

In 2022, SB 1168 increased the standard retiree lump sum death benefit from \$500 to \$2,000 for any death occurring on or after July 1, 2023. The impact, if any, is included in the changes of benefit terms.

Changes of Assumptions: There were no assumption changes in 2023. Effective with the June 30, 2021 valuation date (June 30, 2022 measurement date), the accounting discount rate was reduced from 7.15% to 6.90%. In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. In addition, demographic assumptions and the price inflation assumption were changed in accordance with the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. The accounting discount rate was 7.15% for measurement dates June 30, 2017 through June 30, 2021, 7.65% for measurement dates June 30, 2015 through June 30, 2016, and 7.50% for measurement date June 30, 2014.

GOLD COAST TRANSIT DISTRICT

Schedule of Changes in the District's Net Pension Liability and Related Ratios (continued) For the Year Ended June 30, 2024

Fiscal Year Ended Measurement Date	Last Ten Fiscal Years*				
	June 30, 2019	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015
	June 30, 2018	June 30, 2017	June 30, 2016	June 30, 2015	June 30, 2014
Total pension liability:					
Service cost	\$ 1,830,138	\$ 1,829,423	\$ 1,569,279	\$ 1,569,756	\$ 1,439,195
Interest	3,701,748	3,498,403	3,299,586	3,107,585	2,955,928
Changes in assumptions	(344,098)	2,867,527	-	(742,987)	-
Differences between expected and actual experience	131,794	5,749	(243,014)	(621,259)	-
Benefit payments	(2,329,043)	(2,214,742)	(1,935,932)	(1,912,604)	(1,860,423)
Net change in total pension liability	2,990,539	5,986,360	2,689,919	1,400,491	2,534,700
Total pension liability - beginning	52,234,462	46,248,102	43,558,183	42,157,692	39,622,992
Total pension liability - ending	55,225,001	52,234,462	46,248,102	43,558,183	42,157,692
Plan fiduciary net position:					
Contributions - employer	1,721,226	1,635,904	1,585,400	1,301,520	1,192,180
Contributions - employee	786,067	722,714	731,597	660,103	629,617
Net investment earnings	3,391,187	4,019,509	171,677	782,090	5,116,686
Benefit payments	(2,329,043)	(2,214,742)	(1,935,932)	(1,912,604)	(1,860,423)
Net plan to plan resource movement	(100)	-	-	-	-
Administrative expense	(62,043)	(52,715)	(21,436)	(39,582)	-
Other miscellaneous income/(expense)	(117,820)	-	-	-	-
Net change in plan fiduciary net position	3,389,474	4,110,670	531,306	791,527	5,078,060
Plan fiduciary net position - beginning	39,814,862	35,704,192	35,172,886	34,381,359	29,303,299
Plan fiduciary net position - ending	43,204,336	39,814,862	35,704,192	35,172,886	34,381,359
District's net pension liability	\$ 12,020,665	\$ 12,419,600	\$ 10,543,910	\$ 8,385,297	\$ 7,776,333
Plan fiduciary net position as a percentage of the total pension liability	78.23%	76.22%	77.20%	80.75%	81.55%
Covered payroll	\$ 10,177,043	\$ 9,898,406	\$ 9,268,128	\$ 8,714,871	\$ 7,827,241
District's net pension liability as a percentage of covered payroll	118.12%	125.47%	113.77%	96.22%	99.35%

Notes to Schedule:

Changes of Benefit Terms: The figures above generally include any liability impact that may have resulted from voluntary benefit changes that occurred on or before the Measurement Date. However, offers of Two Years Additional Service Credit (a.k.a. Golden Handshakes) that occurred after the Valuation Date are not included in the figures above, unless the liability impact is deemed to be material by the plan actuary.

In 2022, SB 1168 increased the standard retiree lump sum death benefit from \$500 to \$2,000 for any death occurring on or after July 1, 2023. The impact, if any, is included in the changes of benefit terms.

Changes of Assumptions: There were no assumption changes in 2023. Effective with the June 30, 2021 valuation date (June 30, 2022 measurement date), the accounting discount rate was reduced from 7.15% to 6.90%. In determining the long-term expected rate of return, CalPERS took into account long-term market return expectations as well as the expected pension fund cash flows. In addition, demographic assumptions and the price inflation assumption were changed in accordance with the 2021 CalPERS Experience Study and Review of Actuarial Assumptions. The accounting discount rate was 7.15% for measurement dates June 30, 2017 through June 30, 2021, 7.65% for measurement dates June 30, 2015 through June 30, 2016, and 7.50% for measurement date June 30, 2014.

GOLD COAST TRANSIT DISTRICT

*Schedule of the District's Contributions to the Pension Plan
For the Year Ended June 30, 2024*

Last Ten Fiscal Years*

California Public Employees' Retirement System (CalPERS) Miscellaneous Plan

Fiscal Year	Actuarially Determined Contribution	Contributions in Relation to the Actuarially Determined Contribution	Contribution Deficiency (Excess)	Covered Payroll	Contributions as a Percentage of Covered Payroll
June 30, 2014	\$ 1,192,180	\$ (1,192,180)	\$ -	\$ 7,827,241	15.23%
June 30, 2015	1,301,199	(1,301,199)	-	8,714,571	14.93%
June 30, 2016	1,585,400	(1,585,400)	-	9,268,128	17.11%
June 30, 2017	1,653,604	(1,653,604)	-	9,898,406	16.71%
June 30, 2018	1,721,225	(1,721,225)	-	10,177,043	16.91%
June 30, 2019	1,899,815	(1,899,815)	-	10,526,023	18.05%
June 30, 2020	2,113,162	(2,113,162)	-	10,670,198	19.80%
June 30, 2021	2,412,586	(2,412,586)	-	10,920,689	22.09%
June 30, 2022	2,498,252	(2,498,252)	-	11,275,697	22.16%
June 30, 2023	2,829,745	(2,829,745)	-	11,997,589	23.59%

Notes to Schedule:

Fiscal Year	Valuation Date	Actuarial Cost Method	Asset Valuation Method	Inflation	Investment Rate of Return
June 30, 2015	June 30, 2013	Entry Age	Fair Value	2.75%	7.65%
June 30, 2016	June 30, 2014	Entry Age	Fair Value	2.75%	7.65%
June 30, 2017	June 30, 2015	Entry Age	Fair Value	2.75%	7.65%
June 30, 2018	June 30, 2016	Entry Age	Fair Value	2.75%	7.15%
June 30, 2019	June 30, 2017	Entry Age	Fair Value	2.50%	7.15%
June 30, 2020	June 30, 2018	Entry Age	Fair Value	2.50%	7.15%
June 30, 2021	June 30, 2019	Entry Age	Fair Value	2.50%	7.15%
June 30, 2022	June 30, 2020	Entry Age	Fair Value	2.50%	7.15%
June 30, 2023	June 30, 2021	Entry Age	Fair Value	2.30%	6.90%
June 30, 2024	June 30, 2022	Entry Age	Fair Value	2.30%	6.90%

Amortization Method

Level percentage of payroll, closed

Salary Increases

Depending on age, service, and type of employment

Investment Rate of Return

Net of pension plan investment expense, including inflation

Retirement Age

50 years (2.7%@55), 52 years (2.0%@62)

Mortality

Mortality assumptions are based on mortality rates resulting from the most recent CalPERS Experience Study adopted by the CalPERS Board.

GOLD COAST TRANSIT DISTRICT

Schedule of Changes in the District's Net OPEB Liability and Related Ratios For the Year Ended June 30, 2024

Fiscal Year Ended Measurement Date	Last Ten Fiscal Years*				
	June 30, 2024	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020
	June 30, 2023	June 30, 2022	June 30, 2021	June 30, 2020	June 30, 2019
Total OPEB liability:					
Service cost	\$ 158,277	\$ 193,687	\$ 44,855	\$ 43,130	\$ 54,778
Interest	115,724	96,916	61,956	54,999	75,574
Changes in assumptions	(377,221)	(400,589)	1,548,465	-	-
Differences between expected and actual experience	90,898	(20,774)	123,071	7,230	(398,490)
Changes of benefit terms	-	-	-	-	-
Benefit payments	(59,065)	(59,375)	(27,158)	(24,618)	(22,526)
Net change in total OPEB liability	(71,387)	(190,135)	1,751,189	80,741	(290,664)
Total OPEB liability - beginning	2,414,631	2,604,766	853,577	772,836	1,063,500
Total OPEB liability - ending	2,343,244	2,414,631	2,604,766	853,577	772,836
Plan fiduciary net position:					
Contributions - employer	59,065	59,375	27,158	24,618	21,218
Net investment income	48,466	(116,669)	188,005	23,350	38,423
Administrative expense	(219)	(221)	(259)	(323)	(133)
Benefit payments	(59,065)	(59,375)	(27,158)	(24,618)	(21,218)
Other	-	-	-	-	-
Net change in plan fiduciary net position	48,247	(116,890)	187,746	23,027	38,290
Plan fiduciary net position - beginning	754,586	871,476	683,730	660,703	622,413
Plan fiduciary net position - ending	802,833	754,586	871,476	683,730	660,703
District's net OPEB liability	\$ 1,540,411	\$ 1,660,045	\$ 1,733,290	\$ 169,847	\$ 112,133
Plan fiduciary net position as a percentage of the total OPEB liability	34.26%	31.25%	33.46%	80.10%	85.49%
Covered payroll	\$ 11,495,703	\$ 13,299,813	\$ 10,920,689	\$ 10,628,408	\$ 10,384,621
District's net OPEB liability as a percentage of covered payroll	13.40%	12.48%	15.87%	1.60%	1.08%

Notes to Schedule:

Benefit Changes:

Measurement Date June 30, 2019 – There were no changes of benefits terms.
 Measurement Date June 30, 2020 – There were no changes of benefits terms.
 Measurement Date June 30, 2021 – There were no changes of benefits terms.
 Measurement Date June 30, 2022 – There were no changes of benefits terms.
 Measurement Date June 30, 2023 – There were no changes of benefits terms.

Changes in Assumptions:

Measurement Date June 30, 2019 – There were no changes in assumptions.
 Measurement Date June 30, 2020 – There were no changes in assumptions.
 Measurement Date June 30, 2021 – There were no changes in assumptions except a change in discount rate
 Measurement Date June 30, 2022 – The discount rate increased from 3.50% to 4.55%
 Measurement Date June 30, 2023 – Mortality tables and health care trend rates were updated, discount rate reduced from 4.55% to 4.31%.

GOLD COAST TRANSIT DISTRICT

Schedule of Changes in the District's Net OPEB Liability and Related Ratios (continued) For the Year Ended June 30, 2024

Fiscal Year Ended Measurement Date	Last Ten Fiscal Years*	
	June 30, 2019	June 30, 2018
	<u>June 30, 2018</u>	<u>June 30, 2017</u>
Total OPEB liability:		
Service cost	\$ 53,312	\$ 51,885
Interest	68,455	61,713
Benefit payments	<u>(19,083)</u>	<u>(18,349)</u>
Net change in total OPEB liability	102,684	95,249
Total OPEB liability - beginning	<u>960,816</u>	<u>865,567</u>
Total OPEB liability - ending	<u>1,063,500</u>	<u>960,816</u>
Plan fiduciary net position:		
Contributions - employer	86,292	92,280
Net investment income	41,336	41,882
Administrative expense	(957)	(356)
Benefit payments	<u>(19,083)</u>	<u>(18,349)</u>
Net change in plan fiduciary net position	107,588	115,457
Plan fiduciary net position - beginning	<u>514,825</u>	<u>399,368</u>
Plan fiduciary net position - ending	<u>622,413</u>	<u>514,825</u>
District's net OPEB liability	<u>\$ 441,087</u>	<u>\$ 445,991</u>
Plan fiduciary net position as a percentage of the total OPEB liability	<u>58.52%</u>	<u>53.58%</u>
Covered payroll	<u>\$ 10,244,305</u>	<u>\$ 9,904,665</u>
District's net OPEB liability as a percentage of covered payroll	<u>4.31%</u>	<u>4.50%</u>

Notes to Schedule:

Benefit Changes:

Measurement Date June 30, 2017 – There were no changes of benefits terms.

Measurement Date June 30, 2018 – There were no changes of benefits terms.

Changes in Assumptions:

Measurement Date June 30, 2017 – There were no changes in assumptions.

Measurement Date June 30, 2018 – There were no changes in assumptions.

* Fiscal year 2018 was the first year of implementation; therefore, only seven years are shown.

Supplementary Information

GOLD COAST TRANSIT DISTRICT
Schedule of Expenditures of Federal Awards
For the Year Ended June 30, 2024

Federal Grantor Agency/ Pass-through Grantor Agency/ Program Name and/or Title	Federal Financial Assistance	Pass-Through Entity Identifying Number	Federal Program Expenditures
Federal Programs:			
U.S. Department of Transportation/ Federal Transit Administration:			
Federal Transit Cluster			
Direct Programs:			
Federal Transit- Formula Grants (Operating Assistance Section 5307)	20.507	CA-90-Z531	\$ 2,364,637
Federal Transit- Formula Grants (Operating Section 5307 Preventative Maintenance)	20.507	CA-90-Z531	2,700,000
Federal Transit- Formula Grants (Operating Section 5307-ADA Paratransit Assistance)	20.507	CA-90-Z518	402,938
Federal Transit- Formula Grants (Operating Section 5307-ADA Paratransit Assistance)	20.507	CA-90-Z531	918,318
Federal Transit- Formula Grants (Section 5307 -Bond Payment Assistances)	20.507	CA-90-0415	152,632
Federal Transit- Formula Grants (Route Planning Assistance)	20.507	CA-90-0415	33,111
Federal Transit- Formula Grants (Operating CMAQ Demo Project- Ventura Rd Route 23)	20.507	CA-95-X347	791,059
Federal Transit- Formula Grants (Capital Revenues)	20.507	CA-95-0122	2,234,700
Federal Transit- Formula Grants (Operating Assistance Section 5307)	20.507	CA-90-Z456	833,352
Federal Transit- Formula Grants (ARP: Route Planning Assistance)	20.507	CA-90-0479	113,100
Sub-total 20.507			<u>10,543,847</u>
Federal Transit- Formula Grants (Operating Section 5310 Federal Grants)	20.513	CA-16-X073	36,637
Federal Transit- Formula Grants (Operating Section 5310 Federal Grants)	20.513	CA-16-X073	35,363
Sub-total 20.513			<u>72,000</u>
Federal Transit- Formula Grants (Other Federal Grants/Reimbursements)	20.526	CA-34-0337	446,160
Total Federal Transit Cluster			<u>11,062,007</u>
Total Expenditures of Federal Awards			<u>\$ 11,062,007</u>

NOTE 1 – REPORTING ENTITY

The accompanying schedule of expenditures of federal awards presents the activity of all federal awards programs of the District. The District's reporting entity is defined in Note 1 to the basic financial statements. All federal awards received directly from federal agencies as well as federal awards passed through other government agencies are included in the schedule.

NOTE 2 – BASIS OF ACCOUNTING

The accompanying Schedule of Expenditures of Federal Awards includes the federal grant activity of the District and is presented on the modified accrual basis of accounting. The information in this Schedule is presented in accordance with the requirements of Title 2 U.S. Code of Federal Regulations Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

NOTE 3 – RELATIONSHIP TO FINANCIAL STATEMENTS

The amounts reported in the accompanying schedule of expenditures of federal awards agree, in all material respects, to amounts reported within the District's financial statements as follows:

Statement of activities and changes in net position:	Federal Program Expenditures
Federal grants	<u>\$ 11,062,007</u>
Total Expenditures of Federal Awards	<u>\$ 11,062,007</u>

NOTE 4 – INDIRECT COST RATE

The District elected not to use the 10-percent de minimus indirect cost rate allowed under the Uniform Guidance.

GOLD COAST TRANSIT DISTRICT*Schedule of Changes in Local Transportation Funding of the District
For the Years Ended June 30, 2024*

	<u>June 30, 2024</u>	<u>June 30, 2023</u>
Revenues		
Local transportaion funding	\$ 19,367,275	\$ 19,024,257
Investment earnings	53,008	(8,506)
Total revenues	<u>19,420,283</u>	<u>19,015,751</u>
Expenses		
Operating	19,367,275	19,024,256
Capital acquisition and construction	-	155,494
Total expenses	<u>19,367,275</u>	<u>19,179,750</u>
Change in net position	53,008	(163,999)
Net position:		
Beginning of year	<u>2,746,970</u>	<u>2,910,969</u>
End of year	<u>\$ 2,799,978</u>	<u>\$ 2,746,970</u>

Other Independent Auditors' Reports



**INDEPENDENT AUDITORS' REPORT ON INTERNAL CONTROL OVER FINANCIAL
REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN
AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE
WITH GOVERNMENT AUDITING STANDARDS**

Board of Directors
Gold Coast Transit District
Oxnard, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the financial statements of Gold Coast Transit District as of and for the year ended June 30, 2024, and the related notes to the financial statements, which collectively comprise Gold Coast Transit District's basic financial statements, and have issued our report thereon dated November 6, 2024.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Gold Coast Transit District's internal control over financial reporting (internal control) as a basis for designing audit procedures to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Gold Coast Transit District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Gold Coast Transit District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented or detected and corrected on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses or significant deficiencies may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether Gold Coast Transit District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Murrieta, California
November 6, 2024



**INDEPENDENT AUDITORS' REPORT ON COMPLIANCE FOR
EACH MAJOR FEDERAL PROGRAM AND REPORT ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY THE UNIFORM GUIDANCE**

Board of Directors
Gold Coast Transit District
Oxnard, California

Report on Compliance for Each Major Federal Program

We have audited the Gold Coast Transit District's compliance with the types of compliance requirements described in the OMB *Compliance Supplement* that could have a direct and material effect on each of Tahoe Resource Conservation District's major federal programs for the year ended June 30, 2024. Tahoe Resource Conservation District's major federal programs are identified in the summary of auditors' results section of the accompanying schedule of findings and questioned costs.

Management's Responsibility

Management is responsible for compliance with federal statutes, regulations, and the terms and conditions of its federal awards applicable to its federal programs.

Auditors' Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the audit requirements of Title 2 U.S. *Code of Federal Regulations* Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance). Those standards and the Uniform Guidance require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about Tahoe Resource Conservation District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major federal programs for the year ended June 30, 2024.

Report on Internal Control Over Compliance

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types of requirements that could have a direct and material effect on each major federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major federal program and to test and report on internal control over compliance in accordance with the Uniform Guidance, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Accordingly, this report is not suitable for any other purpose.

Murrieta, California
November 6, 2024

Findings and Questioned Costs

GOLD COAST TRANSIT DISTRICT
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2024

SECTION I - SUMMARY OF AUDITORS' RESULTS

Financial Statements

Type of auditor's report issued	<u>Unmodified</u>
Internal control over financial reporting:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(s) identified not considered to be material weaknesses?	<u>None reported</u>
Noncompliance material to financial statements noted?	<u>No</u>

Federal Awards

Internal control over major programs:	
Material weakness(es) identified?	<u>No</u>
Significant deficiency(s) identified not considered to be material weaknesses?	<u>None reported</u>
Type of auditor's report issued on compliance for major programs:	<u>Unmodified</u>
Any audit findings disclosed that are required to be reported in accordance with Uniform Guidance Sec. 200.516a?	<u>No</u>
Identification of major programs:	

Federal Financial

<u>Assistance</u>	<u>Name of Federal Program or Cluster</u>
	Federal Transit Cluster
20.507	Formula Grants
20.526	Bus and Bus Facilities Formula Program

Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$ 750,000</u>
Auditee qualified as low-risk auditee?	<u>YES</u>

GOLD COAST TRANSIT DISTRICT
Schedule of Audit Findings and Questioned Costs
For the Fiscal Year Ended June 30, 2024

SECTION II - FINANCIAL STATEMENT FINDINGS

This section identifies the significant deficiencies, material weaknesses, and instances of noncompliance related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

There were no audit findings in fiscal year 2023-24.

GOLD COAST TRANSIT DISTRICT
Summary Schedule of Prior Audit Findings
For the Fiscal Year Ended June 30, 2024

There were no audit findings in fiscal year 2022-23.



Item #10

DATE November 6, 2024

TO GCTD Board of Directors

FROM James Beck, Director of Operations and Maintenance
Marlena Kohler, Purchasing Manager/DBE Officer *MLK*

SUBJECT **Consider Authorizing Award of a Contract to Clean Energy for the Design, Build, Operate and Maintain Services of GCTD's Hydrogen Fueling Station**

I. EXECUTIVE SUMMARY

Gold Coast Transit District (GCTD) began its bid for a qualified bidder for the Build, Operate and Maintain Services of GCTD's Hydrogen Fueling Station (Project) with the release of the Request for Proposal 23-38 in January 2024. By April 2024, GCTD had received three (3) submissions.

The highest rated proposal was received from Clean Energy and after successful negotiations, the proposed amount of **\$9,380,340** was agreed upon. The remaining balance will be funded by State and Local funds. Clean Energy is considered a responsive, responsible contractor and its bid is determined to fair and reasonable based on adequate competition.

It is recommended the Board of Directors authorize the General Manager to award a contract for the Build, Design and Maintain Services for GCTD's Hydrogen Station to Clean Energy in the amount of \$9,380,340 plus \$969,640 for the Optional Item, Boil Off Recovery System and authorize up to an additional 5% (\$517,499) to cover contingencies or change orders which may occur during the contract period for a total amount of \$10,867,479.

II. BACKGROUND

In April 2022, the Board of Directors approved the development of a grant application for funding a Hydrogen Fueling Station and five (5) Hydrogen Fuel Cell Battery Buses. The estimated funding on the application was \$8 million dollars.

As permitted by the Consolidated Appropriations Act, 2021, GCTD partnered with CTE and New Flyer in submitting an application to receive funding from Federal Transit Administration (FTA) under the Biden-Harris Administration Bipartisan Infrastructure Law, and FTA's Low- and No-Emissions Bus and Bus Facilities grant program.

In accordance with FTA, if the Low-No grant application submission involves such a partnership, as GCTD has with CTE and New Flyer, and is then selected for grant funding, the competitive selection process is considered to have satisfied the requirement for a competitive procurement under 49 U.S.C. 5325(a) for the named entities.

GOLD COAST TRANSIT DISTRICT

Gold Coast Transit District was selected to receive funding under the Low-No grant. Across the country, the FTA's FY22 Low- and No-Emission and Bus and Bus Facilities programs which provided \$1.66 billion in grants to transit agencies, territories and states across the country to invest in bus fleets and facilities.

Through this award, Gold Coast Transit District was awarded a Federal Low No grant of \$12,117,144 in funding to buy hydrogen fuel cell electric buses to replace older compressed natural gas buses that have exceeded their useful life, install a new hydrogen fueling station, and implement a robust workforce development and training program. The project goals are to improve service reliability, state of good repair and air quality for residents living in and around Ventura County.

In February 2023, the Board of Directors approved the award of a consulting agreement with Center for Transportation and the Environment (CTE) in order to partner with GCTD on the Hydrogen Project, from the development of the bus procurement to the Request for Proposal for the design and build of the hydrogen station.

In November 2023, the Board of Directors approved the purchase of five (5) 40-ft Fuel Cell Electric (Hydrogen) Replacement Buses from New Flyer. These buses are due to be delivered late 2025 or early 2026.

The next phase of the project is the design, build and maintenance of a turnkey hydrogen fueling station. The RFP process began to locate the most qualified firm for the Project, by GCTD releasing an RFP 23-38 on January 31, 2024. A non-mandatory Pre-Bid Meeting was held on February 21, 2024. Fourteen (14) people representing eight (8) different companies attended the pre-bid meeting. The meeting gave contractors an opportunity to learn more about the project, walk the site location, ask questions and network with other contractors with whom they may partner with on this project.

On April 30, 2024, GCTD received three (3) proposals from the following contractors:

Clean Energy	Messer LLC	Trillium USA Company dba Trillium
---------------------	-------------------	--

All contractors were asked to submit costs for:

- Initial costs for design and build of the hydrogen station
- Annual fee for the Operations and Maintenance
 - Costs for three (3) year initial term with two (2) one-year options
- Fuel Charges
 - Costs for initial three (3) year term and two (2) one-year options

All responses were evaluated and considered to be responsive. In an RFP process, the regulations require selection of the "most highly qualified" firm without consideration of price. An evaluation committee consisting of three (3) GCTD employees (James Beck, Juan Delarosa and Lorne Henderson) on one (1) VCTC employee (Matt Miller) evaluated all three (3) submissions. Separately, each committee member evaluated and scored the submissions using the evaluation criteria identified in the RFP and listed below:

- Project Understanding (*worth 10 points*)
- Qualifications and Experience (*worth 25 points*)
- Proposed Team (*worth 15 points*)
- Technology Solutions and Performance (*worth 20 points*)
- Work Plan and Schedule (*worth 10 points*)
- Price Proposal (*worth 20 points*)

Total possible points from all four (4) evaluators: 400. The results of the evaluations are as follows:

Firm	Total	Standing
Clean Energy	351	1
Messer	277	3
Trillium	310	2

Aside from Clean Energy (Newport Beach) as the prime contractor providing oversight on the station, CE has listed the following subcontractors to assist in this project:

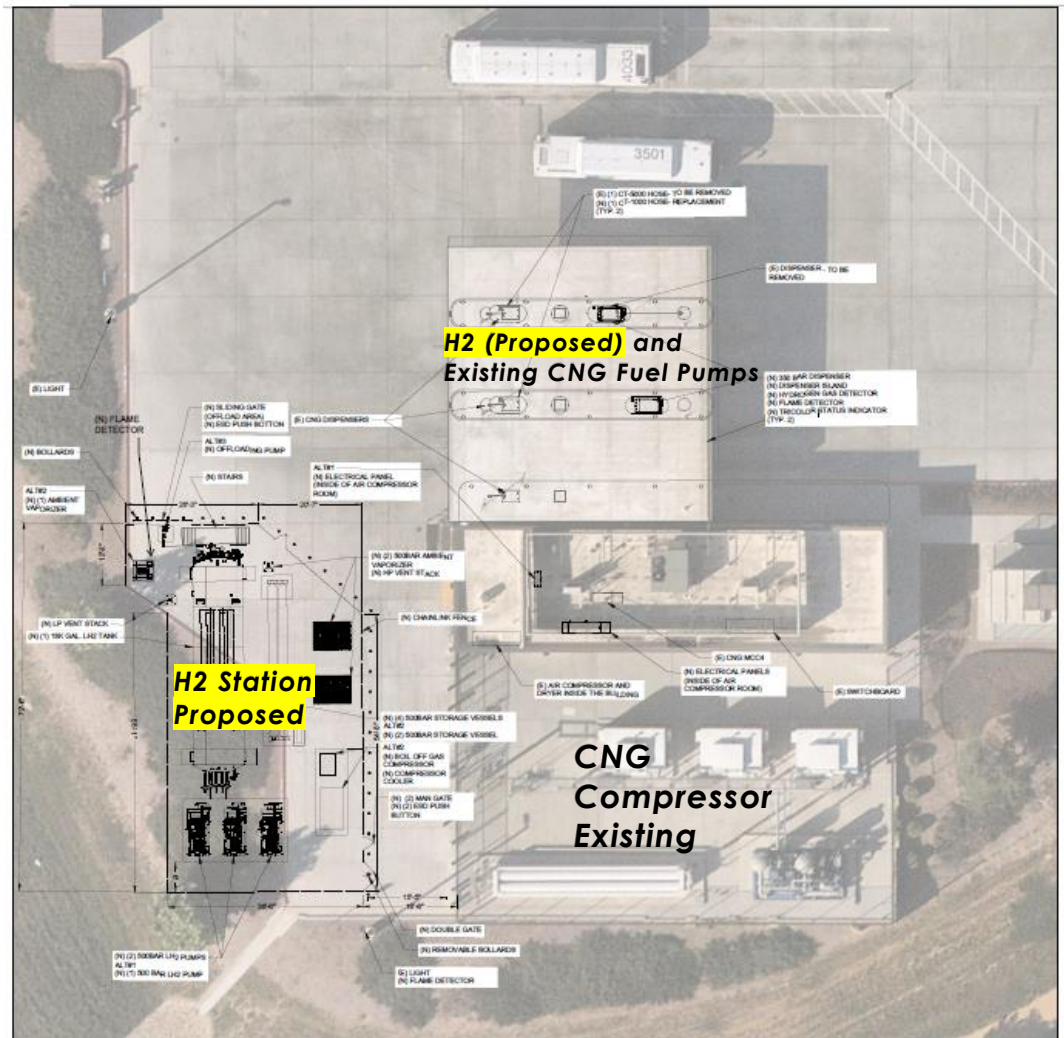
- Cissell Mueller Construction (St. Peters, MO) will provide onsite construction services
- Nikkiso (Escondido, CA) will provide hydrogen station equipment and commissioning services
- ANGI (Janesville, WI) will supply hydrogen fuel dispensers

Clean Energy received the highest score overall. Negotiations regarding cost and contract terms and conditions began with Clean Energy shortly after evaluations concluded. During negotiations, a discussion began concerning the location of the hydrogen station. Originally, the hydrogen station was anticipated to be built in the northeast side of the bus yard (currently GCTD's dumpster area), however CE had proposed an area east of the CNG station. However, management felt that CE's proposed location would impede too much on bus parking and the traffic flow of the bus yard. Location discussions concluded with a new proposed location of northwest of the CNG station. Due to this location change, all parties agreed a revised proposal was necessary.

Plan of Proposed Hydrogen Station Location in Yard



Proposed Hydrogen Station Location



The revised proposal was received and reviewed. Discussions between GCTD, CTE and CE with further discussions pertaining to different elements of CE's proposed costs, such as various pricing elements of their proposal, optional items CE proposed and removing fuel charges from the proposal. Removing the fuel charges from the RFP was based on the decision to wait to see what impact that Alliance for Renewable Clean Hydrogen Energy Systems (ARCHES) program will have on fuel prices. At the end of discussions, GCTD requested a Best and Final Offer (BAFO) from Clean Energy. GCTD requested that CE remove the fuel charges from their proposal and review and reduce their overall cost related to the Project.

CE's BAFO was received and reviewed. Although CE made no reduction in their cost but actually increased it stating the new location is requiring more civil engineering services and equipment costs than the previous location. CE removed the fuel charges as requested.

Clean Energy’s proposed initial cost of \$9,380,340 was accepted and considered fair and reasonable based on competitive pricing using the other two proposals submitted. CE’s proposal is 45% lower than Messer’s proposal and 28% lower than Trillium’s proposal. GCTD staffed evaluated the pricing and determined that difference in pricing was attributed to higher cost in engineering, general contracting, structural/site preparation and overall cost of equipment purchase. A breakdown of the proposed pricing is provided below.

	Clean Energy	Messer	Trillium
Submitted Cost	\$7,539,5083.45	\$16,320,730.80	\$11,424,302.04
BAFO	\$8,340.339.41	-	-
Annual Maintenance			
Initial Term			
Year 1	\$200,000	-	\$287,015.89
Year 2	\$200,000	-	\$287,015.89
Year 3	\$200,000	-	\$304,495.15
Option Years			
Year 4	\$220,000	\$364,250	\$313,630.01
Year 5	\$220,000	\$364,250	\$323,038.91
Years 1-5 Total	\$1,040,000	\$728,500	\$1,515,195.85
Initial Cost + Maintenance Years*	\$9,380,340	\$17,049,231	\$12,939,498

**rounded up*

In addition to the costs for design, build and maintenance, CE submitted alternate pricing for:

- N+1 Redundant Cryogenic Pump
- Boil Off Gas Recovery System
 - Low pressure ambient vaporizer that will capture 120 kg of LH2 per day
- LH2 Delivery Offloading Pump
 - Eliminates the need to use pressure differential between LH2 trailer and station LH2 storage vessel

After extensive discussions between GCTD and our consulting firm CTE, it was determined that purchasing the Boil Off Gas Recovery System would be in the best interest of GCTD and the operation and maintenance of the hydrogen station for years to come.

The table below shows the operational cost savings of recapturing boil off hydrogen gas that would otherwise be vented and instead compressing it into gas storage bottles for dispensing into the buses:

Estimated Saving for Fleet & Daily H2 Dispensed	5 FCEBs 130 kg/day	10 FCEBs 260 kg/day	25+ FCEBs 650+ kg/day
Boil Off Gas Recovery System (Optional)	\$192,000 per year	\$384,000 per year	\$442,000 per year

*based on a daily average of 26 kg

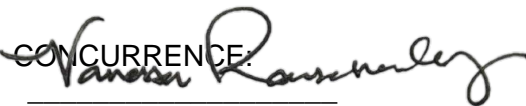
The addition of this optional item would increase the total cost by \$969,640. Based on this analysis, the cost of this system is considered fair and reasonable, and GCTD recommends including into the overall project budget.

A responsibility determination was then conducted on Clean Energy. Their contractor license is Active, they are not listed in the System for Award Management (SAM) and GCTD has been doing business with Clean Energy since 2021 as our CNG fuel provider and CNG station repair/maintenance service provider with no issues. Based on this information Clean Energy was determined to be a responsive, responsible bidder.

This project will be funded with a combination of Federal Lo-No Emissions Grant Funding as well as non-federal State grant funding used to match the federal funds. This capital project was included in the FY 24-25 Capital Budget. Potential risks to the project budget remain uncertainty with future H2 fuel prices, however the GCTD Board of Directors decision to sign on as an early partner with the ARCHES program is anticipated to help address the future cost of fueling of the vehicles once they arrive. Contingent on approval, the GCTD General Manager will work with legal counsel to finalize a contract with Clean Energy, which are close to being completed. Once the Notice To Proceed is issued, construction on this project is estimated at 432 days or approximately mid to late 2026. Changes to the schedule timeline are subject to update, and staff will provide updates to the Board of Directors as the project progresses.

III. SUMMARY AND RECOMMENDATION

It is recommended the Board of Directors authorize the General Manager to award a contract for the Build, Design and Maintenance Services for GCTD's Hydrogen Station to Clean Energy in the amount of \$9,380,340 plus \$969,640 for the Optional Item, Boil Off Recovery System and authorize up to an additional 5% (\$517,499) to cover contingencies or change orders which may occur during the contract period for a total amount of \$10,867,479.

CONCURRENCE: 

Vanessa Rauschenberger
General Manager



Item #11

DATE November 6th, 2024
TO GCTD Board of Directors
FROM Austin Novstrup, Planning Manager
Gary Hewitt, Transportation Management & Design (consultant)
SUBJECT Receive Presentation on Draft Short Range Transit Plan Final Report

SUMMARY

Over the past year, GCTD has been working with transportation consulting firm Transportation Management & Design (TM&D) to develop a Short Range Transit Plan (SRTP). Once complete, the SRTP will serve as a 5-to-10-year work plan to improve transit service quality and effectiveness throughout the district.

The Draft SRTP Final Report is being provided to the Board of Directors for review. The recommendations include phased improvements to GCTD’s fixed route system, implementation of a Transit Opportunity Corridor and improvements to GCTD’s marketing and outreach programs. Implementation of these recommendations will result higher frequency, more direct, and convenient transit services. These recommendations are based on a comprehensive analysis of GCTD’s existing services and service area, industry benchmarking through a peer agency review, customer experience review and community surveys. The community and community stakeholders were presented with the draft recommendations and were invited to provide feedback that has been incorporated into the recommendations in the draft final report.


For this item, Project Manager Gary Hewitt with consulting firm Transportation Management & Design will give a presentation outlining the Draft SRTP Final report and its key recommendations.

GCTD staff and TM&D consultants will incorporate feedback and guidance provided by the Board and finalize the report with the goal of seeking approval for the SRTP Final Report in December of this year.

RECOMMENDATION

It is recommended that the Board of Directors receive and file a presentation on the Draft SRTP Final Report and provide any feedback on the draft report or guidance on the development of SRTP recommendations.

General Managers Concurrence



Vanessa Rauschenberger

Attachment 1: Draft Short Range Transit Plan Final Report

GOLD COAST TRANSIT DISTRICT

Your Vision, Our Mission



GOLD COAST TRANSIT DISTRICT SHORT RANGE TRANSIT PLAN

FY26-30 Draft Final Report



Celtis

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INTRODUCTION

The last few years have brought significant change to West Ventura County, impacting every aspect of life – including public transportation. To better serve our community, **Gold Coast Transit District (GCTD)** needs a transportation network that reflects the new ways we live, work, shop, travel, and play. The Short Range Transit Plan provides a roadmap for how GCTD will make changes to their transit system over the next five years (FY2024-FY2029). The project started in June 2023 and will be completed by December 2024, pending Board approval.

This draft plan document is divided into sections based on the process outlined in Figure 1.

✓ Existing Conditions

- › Market Assessment: A review of where and when transit can be successful in western Ventura County. (Page 2)
- › Existing Service Evaluation: Analysis of the existing strengths and weaknesses of the existing transit services. (Page 3 and **Attachment A**)

✓ Community Outreach

- › Community Survey: Survey of both existing customers and non-riders to determine what should be improved and would encourage people to ride transit more often. (Page 6)
- › Draft Recommendation Survey: Collecting and responding to feedback from customers and the general public on the draft Fixed-Route and Transit Opportunity Corridor recommendations. (Pages 9 and 13)

✓ Draft Recommendations

- › Fixed-Route Recommendations: Route-by-route recommendations on how to improve the existing service. (Page 8 and **Attachment C**)
- › Transit Opportunity Corridor Recommendations: Recommended corridor alignment and stop locations for future enhanced transit service. (Page 13)
- › Marketing and Outreach Recommendations: Summary of an assessment of GCTD's current marketing and outreach strategies and recommendations for improvements during the SRTP. (Page 15)

✓ Draft Implementation Plan

- › Implementation Phasing: Year-by-year work plan for the SRTP which includes service changes, marketing, and capital improvements necessary for implementation (Page 15)
- › Financial Plan: Summary of the operating resources necessary to implement the changes included in the SRTP. (Page 21)

Figure 1: SRTP Timeline



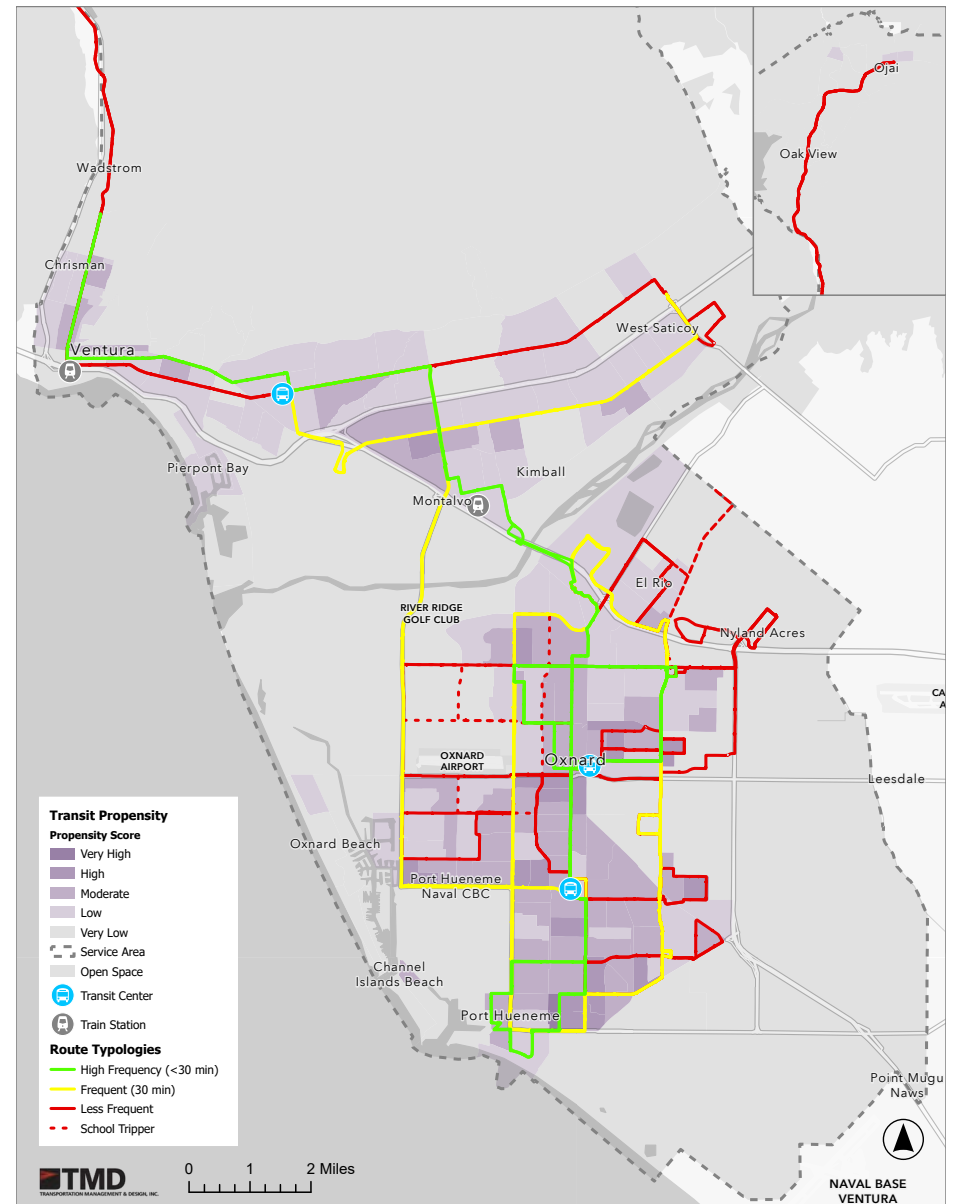
MARKET ASSESSMENT

A comprehensive understanding of the western Ventura County mobility market is foundational to analyzing existing transit service and performance conditions. Key characteristics of the built environment and local population, such as the diversity of neighborhoods, locations of jobs and housing, and the design of street networks, significantly affect travel demand and strongly influence where transit can be both effective and efficient. The Market Assessment centered around the factors that impact transit's ability to be successful: **Density, Design, and Demand.**

KEY FINDINGS

- **Most residents living in the GCTD service area work outside the service area** and have longer commutes to destinations covered by VCTC and Metrolink services.
- Transit demand in the service area is strongly correlated to locations with higher Population Density, Trip Activity, and Youth Population (Figure 2). Employment density, Senior Density, and College-Aged Density have the lowest correlation.
- The **southern Oxnard and eastern Ventura parts of the service area have the highest transit demand.**
- The Santa Clara River, U.S. 101, and Highway 126 provide limited access points for the fixed-route network to connect communities within the service area.
- The open space and agricultural fields within and around the service area make it difficult to provide efficient service along a corridor. The Naval Base Ventura County also makes it difficult to service areas to the west and south of the base.
- **Travel activity within the service area exceeds pre-pandemic levels. Trip activity in the morning and midday period has shifted to the late afternoon and early evening.** GCTD should shift resources between these periods to grow ridership.
- The area with the largest increase in trip activity since 2019 is in the Southern Oxnard / Port Hueneme area bounded by Ventura Rd, Wooley Rd, Oxnard Blvd, and Pleasant Valley Rd. Trip demand decreased in Downtown Ventura, likely due to changes in commuting patterns.

Figure 2: Transit Propensity



EXISTING SERVICE EVALUATION

The Service Evaluation analyzed how riders use the GCTD network and how the various routes performed compared to one another. The goal was to understand the strengths of the current operation as well as identify opportunities for improvement – both in elevating the customer experience and in increasing the efficiency and effectiveness of service delivery.

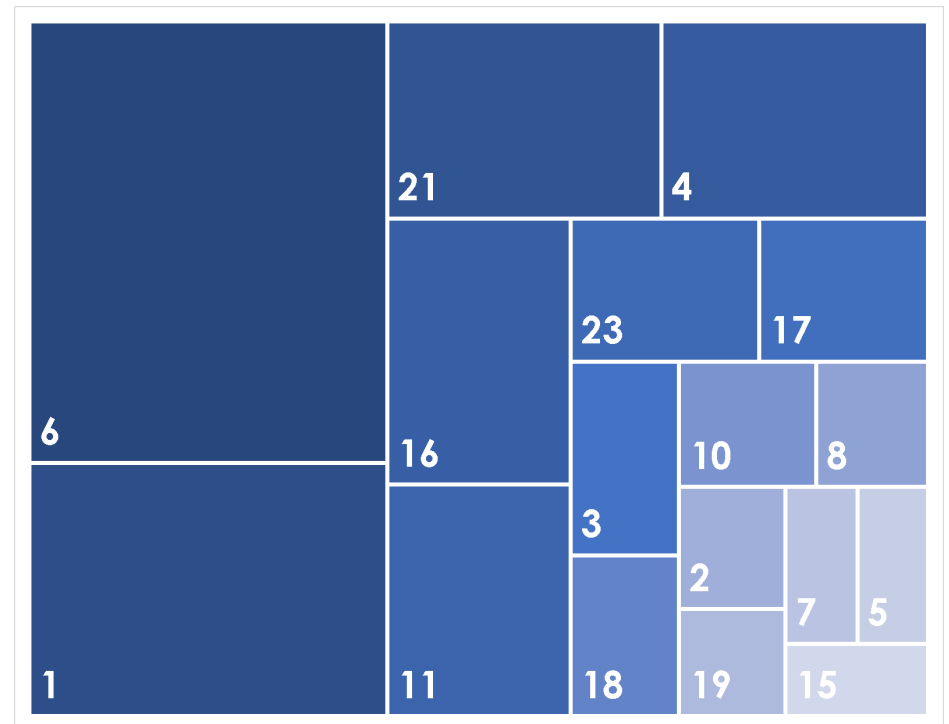
The analysis relied on ridership, fare revenue, and system performance information provided by GCTD to complete this task. Data was analyzed from both January - April 2019 and January - April 2023 to identify any changes in usage or travel patterns since the COVID-19 pandemic. Route by route statistics for 2023 are included as **Attachment A**.

KEY FINDINGS

- GCTD ridership has almost returned to pre-pandemic levels, though still below the highest ridership year in 2015.
- GCTD only made moderate reductions to bus service during the height of the pandemic. The more modest reductions in service levels were likely a contributing factor to ridership returning to pre-pandemic levels faster than other agencies. Another contributing factor is that GCTD operates predominantly local bus service and does not have routes specific to commuters who may be continuing to work from home.
- There are increased boardings in the 7am and 3pm hours during weekday in 2023 compared to 2019. This may be because of higher school or work trips. During the weekday midday period, trips are down the most post-pandemic. Morning trips are down on both weekend days.
- **Route 6 accounts for 25% of all GCTD bus ridership and is the highest ridership route in Ventura County. Routes 6, 1, and 21 account for 49% of GCTD ridership** (Figure 3). This means that making improvements to these three routes impacts one of every two customers.
- Route 8 has seen decreases in ridership, productivity, and speed across all days between 2019 and 2023.
- **The average unlinked trip length decreased from 4.7 miles in 2019 to 3.5 miles in 2023.** This decrease means that although ridership is only 12% less than 2019 levels, total passenger miles traveled across the system are still down 34%.

- In 2023 GCTD had an 84.6% on-time performance rate which is very good compared with their regional peers.
- **Based on observations of the built environment, traffic, and passenger loads, the 11 mile per hour average speed seems low, which was also validated by the peer review.** The high on-time performance standard of 90% and number of turns on each route may be the reason for the low overall speed.
- Much of the service area is served along arterials spaced on a mile grid. However, **there are many routes in Oxnard which operate service on streets between the mile grid which are very close to each other.** As part of developing the SRTP recommendations, these routes were examined to determine if it made sense to move the resources from these routes to the major arterials to improve frequency.

Figure 3: Proportional Weekday Ridership by Route





PEER REVIEW

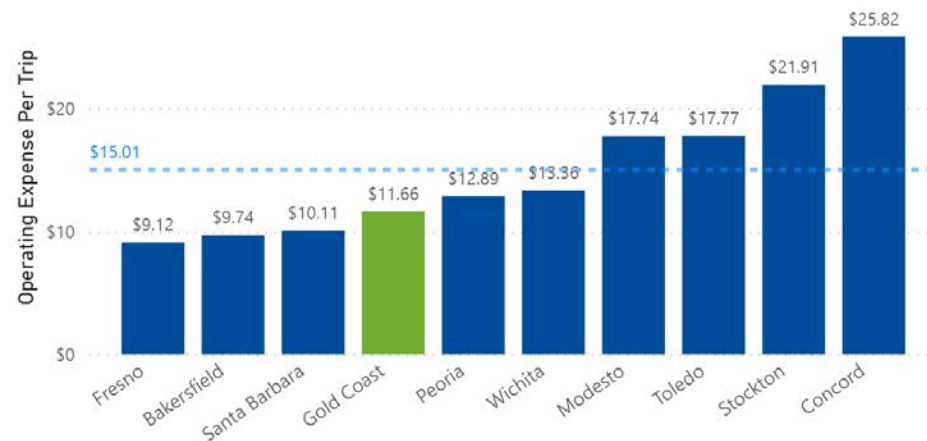
A National Transit Database peer review was conducted of nine transit systems to determine how GCTD was performing across several performance metrics. The peer review helps the agency determine where they may be performing better, worse, or the same to agencies of similar size and operating profile. Areas for improvement can be addressed as part of the SRTP recommendations.

KEY FINDINGS

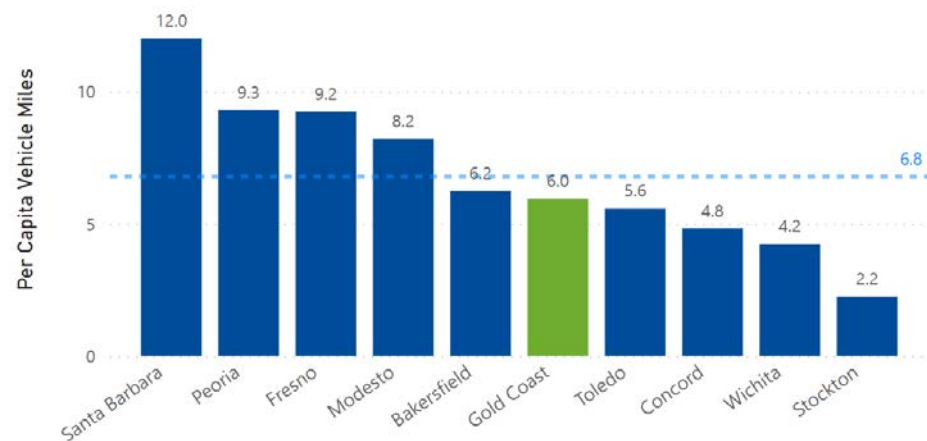
- **The supply of bus service is comparable to peer agencies.** The coverage is slightly better with the headways being higher. GCTD has a slightly shorter maximum span of service than their peers.
- GCTD has shorter trip distances and lower average operating speed than their peers.
- **GCTD's operating expense per passenger boarding and per hour of service is better than their peers.** This indicates that the agency is managing costs well and allocating resources effectively.

Figure 4: Peer Comparison

Operating Expense Per Passenger Trip



Vehicle Miles Per Service Area Capita



COMMUNITY OUTREACH

PUBLIC OUTREACH GOALS

The public outreach process for Gold Coast Transit District's (GCTD) Short-Range Transit Plan (SRTP) was developed to support the following goals:

- Conduct outreach across the GCTD service area to both riders and non-riders
- Proactively engage new riders, especially youth and college students
- Seek feedback from a cross section of the community
- Provide in-person and virtual opportunities for direct and meaningful feedback

OUTREACH SCHEDULE

The project was structured with two distinct outreach phases.

Phase 1 sought community input on the existing state of the GCTD system as well as the wants, needs, and priorities of non-riders. The input gathered during Phase 1 informed the Existing Conditions section of the SRTP. Phase 1 public outreach ran from October through December 2023. A summary of the Community Survey is provided in the next section.

Phase 2 provided an opportunity for the community to see how their feedback was incorporated into the Draft Fixed-Route recommendations and Draft Transit Opportunity Corridor Concepts and give input on those key pieces of the SRTP while they were still in draft form. Phase 2 public outreach ran from June through August 2024. A summary of the input for Phase 2 is included in the recommendation sections of the report.

PUBLIC OUTREACH TACTICS AND ACTIVITIES

The following tactics and activities were used to promote the SRTP project. **Attachment B** provides more details regarding the outreach efforts and examples of the materials developed.

- Bilingual Project Page on GCTD Website: gctd.org/srtp24
- Bilingual SRTP Fact Sheet
- Bilingual Bus Rider Outreach Materials
- Bilingual Online Surveys
- Bilingual Social Media Posts
- Stakeholder Outreach & Presentations
- Email Blasts
- Transit App Messaging
- Press Releases



COMMUNITY SURVEY SUMMARY

As part of Gold Coast Transit District’s (GCTD) Short Range Transit Plan for their bus service, a community survey was crafted to build a demographic profile and identify preferences and satisfaction of existing GCTD services for riders and non-riders. The survey was conducted between October and December 2023. In total, 724 valid responses were collected.

Key Findings

- New GCTD riders are frequent riders which are more likely to be students than pre-pandemic riders.
- **Current riders find frequency and on-time performance to be the most important service factors**, while the cost of the service and customer service were the least important (Figure 5).
- Current riders are most satisfied with the ease of payment, service cost, and safety on-board the bus. They are least satisfied with on-time performance, frequency, arrival time info, and bus stop safety.
- Current riders would like to see more frequent service during the morning and afternoon peak periods. They would like to see service extended on weekdays during the early morning and evenings.
- Non-riders indicated that on-time performance, service availability, and stop safety are the most important service factors. They rank customer service, cost, and seat availability as the least important (Figure 5).
- **The primary reason noted by non-riders for not taking the bus is that it takes too long.**
- About half of households that responded to the survey have an annual household income below \$24,000. About a third had a household size of five or more people.

Figure 5: Importance of GCTD Services by Riders and Non-Riders (1 being least important to 5 being most important)

SERVICE FACTOR	OVERALL	TYPE OF RIDER	
		RIDER	NON-RIDER
Bus Frequency	4.6	4.6	4.3
Bus on Time	4.5	4.6	4.4
Arrival Time Info	4.5	4.6	4.3
Service Availability	4.5	4.5	4.4
Bus Safety	4.5	4.5	4.3
Stop Safety	4.5	4.5	4.4
Bus Clean	4.4	4.4	4.3
Transfer Ease	4.3	4.3	4.1
Trip Time	4.3	4.3	4.2
Stop Distance	4.2	4.3	4.0
Seat Availability	4.1	4.2	3.8
Paying Ease	4.1	4.1	3.9
Cost	4.0	4.0	3.8
Customer Service	3.9	4.0	3.7

Key: Most Important Least Important

SRTP GOALS

A set of SRTP Goals and Objectives were developed based on the findings from the Market Assessment, Existing Service Evaluation, and Community Survey. These were presented to the GCTD Board in November 2023. For each objective, a list of strategies are provided which were used to develop the Fixed-Route and Transit Opportunity Corridor recommendations.

IMPROVE MOBILITY



- **Respond to changes in travel patterns and development**
 - › Later evening service
 - › Provide service to new, high trip generators
- **Improve frequency on key existing corridors**
 - › Improve routes to 30 min where possible
- **Improve regional connections**
 - › Time connections to key regional VCTC routes

ENHANCE CUSTOMER EXPERIENCE



- **Improve system legibility**
 - › Simplify routing and schedules
- **Provide seamless connections between routes**
 - › Timed transfers at transit centers (15, 30, 60 min)
 - › Continued focus on On-Time Performance

ENVIRONMENTAL STEWARDSHIP



- **Support transition to Zero Emission Buses**
 - › Route recommendations should be consistent with ZEB plan and range limitations
- **Target longer transit trips within service area that reduce VMT**
 - › Increase speed of key corridors to attract more riders by improving travel time
 - › Develop Transit Opportunity Corridor which reduces transit travel time between key destinations

FINANCIAL SUSTAINABILITY



- **Better utilize existing resources through service design**
 - › Modify routes to increase revenue miles within same revenue hours
 - › Improve system speed
 - › Consider on-demand services in low-productivity areas or during low-productivity hours
- **Leverage regional and state operating and capital funding for transit**
 - › Develop a Transit Opportunity Corridor which would be competitive for state and federal funding
 - › Continue existing grant funded service and propose new services which may be grant funded

FOCUS ON EQUITY



- **Balance plan to minimize impacts on low-income and minority populations**
 - › Net positive benefits for low-income and minority communities
- **Connect vulnerable populations to fixed-route network**
 - › Connect low-income and/or minority neighborhoods on edge of service area
 - › Consider microtransit to improve mobility
- **Provide opportunities for low-income residents to use transit service**
 - › Continue youth-ride free program



FIXED-ROUTE RECOMMENDATIONS

Recommended changes were developed for the existing GCTD fixed-route bus system. The recommendations are based on the Goals and Objectives which were developed based on the Market Assessment, Existing Service Evaluation, and Community Survey. Figure 6 shows which improvement strategies were used for each route recommendation. The draft route recommendations have the following systemwide benefits:

- Improved weekday peak frequency on six routes and weekend peak frequency on seven routes
- Increased access to 30 minute or better weekday peak service by 21%
- Increased access to 40 minute or better weekend peak service by 73%
- Improved weekend evening service frequency and span
- Improved timed transfers at Oxnard Transit Center, Ventura Transit Center, and The Esplanade

Attachment B has more detailed information on each of the draft route recommendations.

Figure 6: Improvement Strategies by Route

	IMPROVED FREQUENCY	LATER EVENING SERVICE	EASIER TO UNDERSTAND ROUTING	MORE EFFICIENT ROUTING	REDUCED ROUTE DUPLICATION	IMPROVED TRAVEL TIME	BETTER TIMED TRANSFERS	SERVICE TO NEW AREAS
Route 1			✓		✓	✓	✓	
Route 2	✓	✓				✓	✓	✓
Route 3					✓			
Route 4A/B			✓		✓	✓		
Route 5			✓					✓
Route 6	✓	✓					✓	
Route 7	✓				✓			
Route 8	✓				✓			
Route 10				✓			✓	
Route 11	✓						✓	
Route 15	✓		✓	✓				
Route 16		✓						
Route 17	✓	✓				✓		
Route 19					✓			
Route 21	✓				✓			
Route 23	✓	✓						

FREQUENCY AND SPAN IMPROVEMENTS

One focus of the draft plan recommendations was to improve the span of service and frequency based on post-pandemic changes to travel patterns. The charts in Figure 8 show the change in weekday frequency and span and Figure 9 shows weekends (on the following page). Resources from the eliminated, duplicative routes were used to provide more frequent service, increased the number of routes with 30 minute or better service during peak hours. Improving frequencies has been the most requested service improvement customers have asked for on the most recent survey and for several years. Route operating hours were extended on all days, bus especially weekend evenings based to match the general travel market.

SUMMARY OF PUBLIC FEEDBACK

A second survey was conducted to receive feedback on the draft Fixed-Route Recommendations. As noted earlier, outreach regarding the recommendations was bilingual and conducted between June and August 2024. Figure 7 is a summary of the sentiment regarding the recommendations by route.

Almost all the route recommendations received a majority of “Agree” and “Strongly Agree” survey responses. Route 19 had the highest percentage of survey responses disagreeing with the proposed change. The comments regarding this route focused on the elimination of service to Oxnard Airport and nearby Mexican Consulate. To address this change, the proposed Route 5 routing was adjusted to serve this location. There was some negative sentiment regarding the proposed change to Route 2, though a review of these comments did not lead to any changes to the recommendation.

Figure 7: Route Recommendation Sentiment by Route

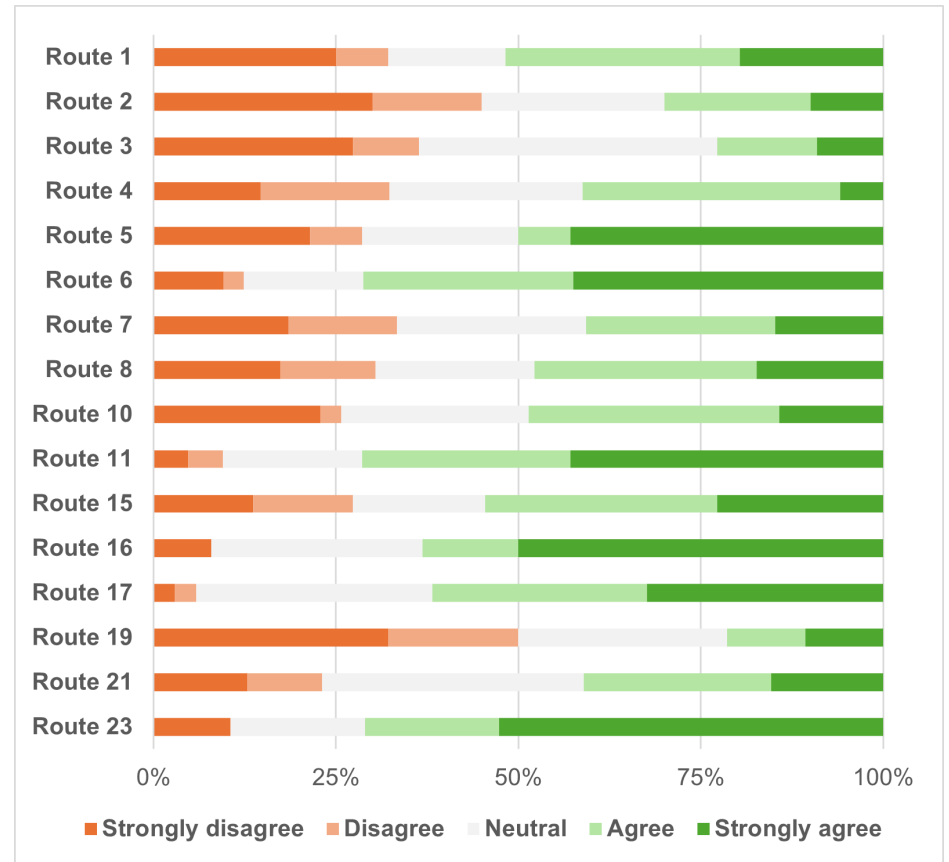


Figure 8: Weekday Frequency Current versus Proposed

Weekday Current Service	4 AM	5 AM	6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM
1A / 1B- Port Hueneme - Oxnard Transit Center		33	33	20	20	20	20	20	20	20	20	20	20	20	20	20	33		
2 - Colonia - Downtown Oxnard		45	45	45	45	45	45	45	45	45	45	45	45	45	45	45			
3 - J Street - Centerpoint Mall - Lemonwood		60	60	40	60	40	40	60	40	40	60	40	60	40	60	40			
4A - North Oxnard			20	60	60	60	30	60	60	30	60	60	30	60	60	30			
4B - North Oxnard			30	20	30	20	30	30	20	20	20	20	20	20	30	20	60		
5 - Hemlock - Seabridge - Wooley			60	40	60	40	40	60	40	40	60	60	60	40	40	60	60		
6 - Oxnard - Ventura	60	60	40	40	40	30	30	30	30	30	20	20	24	24	30	60	40	60	
7 - Oxnard College - Centerpoint Mall			60	40	60	40	40	60	40	60	40	60	60	40	40	60			
8 - OTC- Oxnard College - Centerpoint Mall			120	40	40	60	60	40	40	60	40	40	60	60	30	60			
10 - Pacific View Mall - Telegraph - Saticoy			60	60	60	60	60	60	60	60	60	60	60	40	60	60	60		
11 - Pacific View Mall - Telephone - Wells Center			60	120	60	60	24	30	30	30	30	30	30	30	30	30	40		
15 - Esplanade - El Rio - St. John's Medical Center					40	60	60	120	40	60	60	60	120	120	60				
16 - Downtown Ojai - Pacific View Mall		60	60	60	60	60	60	60	60	60	60	40	60	60	60	60	60		
17 - Esplanade - St.John's - Oxnard College			40	120	40	30	30	30	30	30	30	30	60	40	40	40	30		
19 - Oxnard Transit Center - 5th - Gonzales Road		60	60	60	60	60	60	60	60	60	60	60	60	60	60	60			
21 - Pacific View Mall - Victoria Ave - C Street Transfer Center		60	30	30	60	60	60	60	60	60	60	60	60	60	60	60			
23 - Oxnard College - NBVC - Esplanade			60	60	30	30	30	30	30	30	40	40	40	60	40	40	60		

Weekday Proposed Service	4 AM	5 AM	6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM
1 - Port Hueneme - Oxnard Transit Center		60	40	20	20	20	20	20	20	20	20	20	20	20	20	40	40	60	
2 - Colonia - Downtown Oxnard			30	30	60	60	60	60	60	60	30	30	30	30	60	60			
3 - J Street - Centerpoint Mall - Lemonwood																			
4A/4B North Oxnard			60	30	30	30	30	30	30	30	30	30	30	30	30	30	60		
5 - Hemlock - Seabridge - Wooley			60	60	60	60	60	60	60	60	60	60	60	60	60	60			
6 - Oxnard - Ventura		60	40	20	20	20	20	20	20	20	20	20	20	20	20	40	40	60	
7 - Oxnard College - Centerpoint Mall																			
8 - OTC- Oxnard College - Centerpoint Mall			40	40	40	40	40	40	40	40	40	40	40	40	40	40			
10 - Pacific View Mall - Telegraph - Saticoy			60	60	60	60	60	60	60	60	60	60	60	60	60	60	60		
11 - Pacific View Mall - Telephone - Wells Center			40	30	30	30	30	30	30	30	30	30	30	30	30	40	40		
15 - Esplanade - El Rio - St. John's Medical Center			60	60	60	60	60	60	60	60	60	60	60	60					
16 - Downtown Ojai - Pacific View Mall		60	60	60	60	60	60	60	60	60	60	60	60	60	60	60	60		
17 - Esplanade - St.John's - Oxnard College			60	30	30	30	30	30	30	30	30	30	30	30	30	60	60	60	
19 - Oxnard Transit Center - 5th - Gonzales Road																			
21 - Pacific View Mall - Victoria Ave - C Street Transfer Center			40	30	30	30	30	30	30	30	30	30	30	30	40	40			
23 - Oxnard College - NBVC - Esplanade			60	30	30	30	30	30	30	30	30	30	30	30	30	60	60	60	

Figure 9: Weekend Frequency Current versus Proposed

Weekend Current Service	4 AM	5 AM	6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM
1A / 1B- Port Hueneme - Oxnard Transit Center		60	60	40	40	40	40	40	40	40	40	40	40	40	40	60			
2 - Colonia - Downtown Oxnard		45	45	45	45	45	45	45	45	45	45	45	45	45	45	45			
3 - J Street - Centerpoint Mall - Lemonwood	60	60	40	60	40	40	60	40	40	60	40	60	40	60	40				
4A - North Oxnard		30	30	60	60	30	60	60	30	60	60	30	60	60	30				
4B - North Oxnard		60	30	60	30	30	30	30	30	30	30	30	30	20	30	60			
5 - Hemlock - Seabridge - Wooley		60	40	60	40	40	60	40	40	60	60	60	40	40	60	60			
6 - Oxnard - Ventura	60	40	60	40	40	40	30	30	30	24	30	24	40	60	40	60			
7 - Oxnard College - Centerpoint Mall		60	40	60	40	40	60	40	60	40	60	60	40	40	60				
8 - OTC- Oxnard College - Centerpoint Mall		120	40	40	60	60	40	40	60	40	60	60	60	30	60				
10 - Pacific View Mall - Telegraph - Saticoy		60	60	60	60	60	60	60	60	60	60	60	40	60	60	60			
11 - Pacific View Mall - Telephone - Wells Center		60	120	40	60	40	60	120	40	60	40	120	60	40	60	60			
15 - Esplanade - El Rio - St. John's Medical Center			40	40	120	60	60	60	120	120	120	60							
16 - Downtown Ojai - Pacific View Mall		60	60	60	60	60	60	60	60	60	40	60	60	60	60	60			
17 - Esplanade - St.John's - Oxnard College			60	60	60	60	60	60	60	60	60	60	60	60	60				
21 - Pacific View Mall - Victoria Ave - C Street Transfer Center		60	60	40	60	60	60	60	60	120	120	120	120	120	60				
23 - Oxnard College - NBVC - Esplanade		60	60	60	60	60	60	60	60	60	60	60	60	60	60				

Weekend Proposed Service	4 AM	5 AM	6 AM	7 AM	8 AM	9 AM	10 AM	11 AM	12 PM	1 PM	2 PM	3 PM	4 PM	5 PM	6 PM	7 PM	8 PM	9 PM	10 PM
1 - Port Hueneme - Oxnard Transit Center			30	30	20	20	20	20	20	20	20	20	20	20	20	30	30	60	
2 - Colonia - Downtown Oxnard			60	60	60	60	60	60	60	60	60	60	60	60	60				
3 - J Street - Centerpoint Mall - Lemonwood																			
4A/4B North Oxnard			40	40	40	40	40	40	40	40	40	40	40	40	40	40			
5 - Hemlock - Seabridge - Wooley			60	60	60	60	60	60	60	60	60	60	60	60	60				
6 - Oxnard - Ventura			40	40	30	30	30	30	30	30	30	30	30	30	30	40	40	60	
7 - Oxnard College - Centerpoint Mall																			
8 - OTC- Oxnard College - Centerpoint Mall			40	40	40	40	40	40	40	40	40	40	40	40	40	40			
10 - Pacific View Mall - Telegraph - Saticoy			60	60	60	60	60	60	60	60	60	60	60	60	60	60			
11 - Pacific View Mall - Telephone - Wells Center			40	40	40	40	40	40	40	40	40	40	40	40	40	40			
15 - Esplanade - El Rio - St. John's Medical Center			60	60	60	60	60	60	60	60	60	60	60	60					
16 - Downtown Ojai - Pacific View Mall			60	60	60	60	60	60	60	60	60	60	60	60	60	60			
17 - Esplanade - St.John's - Oxnard College			60	40	40	40	40	40	40	40	40	40	40	40	60	60			
21 - Pacific View Mall - Victoria Ave - C Street Transfer Center			60	40	40	40	40	40	40	40	40	40	40	40	60	60			
23 - Oxnard College - NBVC - Esplanade			60	40	40	40	40	40	40	40	40	40	40	40	60	60			



ON-DEMAND SERVICE RECOMMENDATIONS

Microtransit

GCTD started its first microtransit service in South Oxnard in 2021. The “GO Now” on-demand service is available to anyone over the age of 14 who requires transportation around the South Oxnard neighborhood. Connections may be made to fixed routes, commuter buses, or rail services at the Oxnard Transit Center and C Street Transfer Center.

The proposed service changes in the SRTP will improve frequencies and operating hours of the fixed-route service in the South Oxnard microtransit zone. GCTD should evaluate if the service should continue to operate in this area based on ridership and cost per passenger boarding.

There are three potential zones within the GCTD service area where microtransit may make sense based on the travel demand and built-environment:

- **Riverpark, El Rio, Nyeland Acres:** The existing street network and land uses north of Highway 101 make it difficult to serve with traditional fixed-route bus service. The SRTP proposes changes to Routes 15 and 17 to address some of the issues. However, microtransit may be a better option to service this area based on an analysis completed for the “Nyeland Acres Transportation Needs Assessment”. GCTD could seek funding to pilot microtransit in this area and then determine to what extent fixed-route services are needed in the future.
- **Ventura Harbor and Market Street Industrial Area:** This is another area which would be difficult to serve with fixed-route bus service based on the street network and nearby open space and agricultural uses. GCTD may consider microtransit to provide internal trips for local residents and connect to nearby transit routes.
- **Ventura Pier, Fairgrounds, and Amtrak Station:** This area between Highway 101 and the ocean is also difficult to serve with fixed-route transit. GCTD and/or the City could consider microtransit in this area during the summer to connect destinations in this areas to the rest of the transit system and Downtown Ventura.

Late-Night Safe Rides

To supplement the span of the current fixed-route bus service, GCTD operates a shared-ride, on-demand service between 7:00pm and 12:00am. The service is operated using GO ACCESS paratransit vehicles and is available to anyone over the age of 16. The extension of operating hours for more routes may decrease the need for this service as the plan is implemented. GCTD should monitor the performance of the extended service hours and adjust the Late-Night service accordingly.

TRANSIT OPPORTUNITY CORRIDORS RECOMMENDATIONS

The Transit Opportunity Corridor (TOC) would provide high frequency, fast bus service connecting major destinations in the cities of Ventura and Oxnard. Ideally this service would be provided every 15 minutes but no more than every 20 minutes during most of the day. Providing faster service can be achieved through the deployment of different strategies. These can include:

- Spacing stops an average of .5 miles apart,
- Pre-paid fare collection and all door boarding,
- Selected transit priority treatments at appropriate locations along the route including:
 - › Signal preemption where a bus can turn a signal green or maintain the green light longer
 - › Queue jumps where a bus stopping nearside at an intersection can get priority over other traffic entering the intersection
 - › Dedicated bus lanes for transit during some or all times of the day
- Use of faster roadways that are parallel to streets currently used by local bus routes,
- Bus stop design that allows a bus to serve the stop without exiting the travel lane.

Which options are used will depend on the final alignment and specific conditions along the route. In addition to deploying strategies to provide faster and therefore more appealing transit service, each stop will have amenities that will distinguish them and provide a comfortable and safe location for customers waiting for the bus. At locations with poor access, improvements to pedestrian access may be part of the project.

In addition to the enhancements described above, the transit opportunity corridor would have a unique brand to distinguish it from other regular bus services provided by Gold Coast Transit District (GCTD). Regular bus service will not go away and instead will work in concert with the transit opportunity corridor to accommodate shorter trips at a lower frequency, every 30 minutes. Additionally, the new service would connect with other regular service routes as well, to enhance the customer experience for trips that start or end outside of the corridor.

Figure 10: Similar to San Bernardino's SBX Service, GCTD's service could be branded as GO Express.



RECOMMENDED CORRIDORS

Seven alignment alternatives were developed for analysis (see **Attachment D**). They were presented to the public and stakeholder for feedback. In general, the public preferred alignments which used Oxnard Boulevard for faster travel time. Alignments serving Downtown Ventura and Ventura Transit Center were most popular on the northern end of the alignment and serving Oxnard Transit Center and Oxnard College were popular as southern route termini.

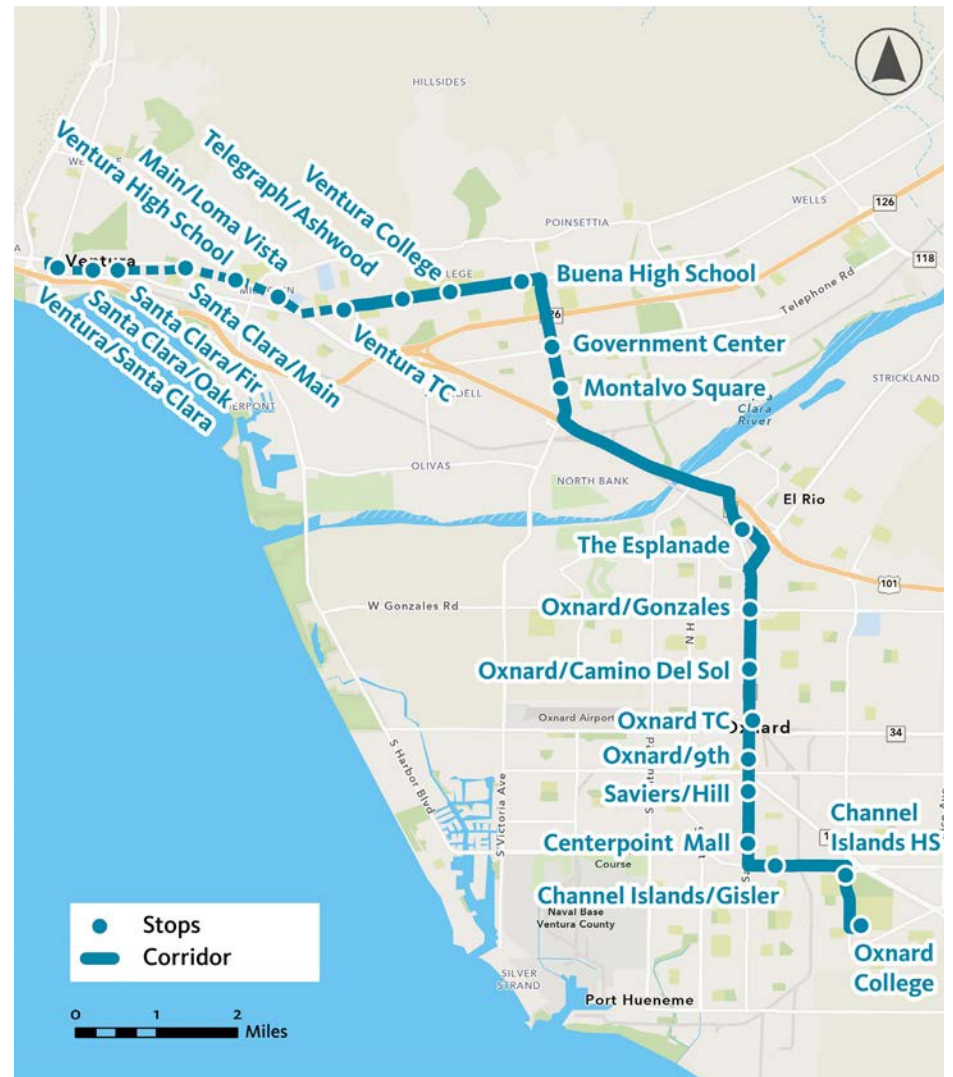
Based on the feedback, it is recommended that GCTD focus on an alignment between Ventura Transit Center and Oxnard College via Oxnard Blvd as shown in Figure 11. The alignment may be extended to Downtown Ventura if a suitable terminus can be found.

A high-level look at the resource requirements for the Transit Opportunity Corridor found that the TOC could be added for a modest increase in service hours and vehicles if Route 1 and 6 frequencies were reduced to every 30 minutes during peak times. As most of the existing riders on these routes would use the TOC, the 30-minute frequency would adequately service the short trip market. This is because the TOC stops will serve the majority or origins and destinations of existing Route 1 and 6 riders.

TOC NEXT STEPS

GCTD should continue to develop the TOC concept including refining cost estimates for the additional operating cost and capital improvements needed for a successful implementation. There are several State transit grant programs that would be a good match for the implementation of the corridor. The TOC is not included in the five-year horizon of the SRTP but will be included in a longer 10-year Financial Plan being developed.

Figure 11: Recommended Transit Opportunity Corridor Alignment and Stops



MARKETING AND OUTREACH RECOMMENDATIONS

As part of this SRTP, a Marketing and Customer Experience Assessment was conducted to help GCTD increase awareness, grow ridership, retain customers, and achieve the goals set forth in the SRTP. The review included field observations, a website audit, and review of social media engagement. The Implementation Plan section includes strategies to address the marketing and outreach needs during each year of the SRTP.

KEY FINDINGS

- Website performance needs improvement in areas like speed, ADA compliance, and SEO
- User-interface and design improvements to the website's trip planning tools, especially the Routes & Schedules pages, will improve user experience for visitors to GCTD.org
- 80% of web traffic comes from mobile devices
- Only 6% of web traffic comes from Spanish speakers, despite serving an area that is 60% Latino
- Paid social media campaigns significantly outperform organic posts and are recommended to strengthen GCTD's reach and engagement on social platforms.
- Most physical assets (shelters, transit centers) are owned by partner agencies, requiring coordination for improvements
- Many promotional and information display opportunities are underutilized
- Wayfinding signage needs improvement at transit centers
- Bus interiors are clean and well-maintained but have unused promotional space

IMPLEMENTATION PLAN

This section provides a summary of when service changes, marketing and outreach strategies, and capital projects should be implemented in support of the SRTP.

- **Service Changes:** The route changes are packaged in logical groupings based on the resource requirements and geographical location. The service changes will take place over three years, starting in Year 2 of the plan. This will give staff adequate time to work with local jurisdictions on bus stop improvements and allow for notification to existing customers and marketing to new customers.
- **Marketing and Outreach:** The marketing and outreach items support the service changes and address the needs identified in the Marketing and Customer Experience Assessment. Major efforts include website redesign, signage improvements, and targeted ridership campaigns.
- **Capital and Technology:** The capital and technology projects are consistent with GCTD's Ten-Year Capital Project Plan. The SRTP implementation will require bus stop improvements on some new route alignments included in the plan. The plan also includes upgrades to bus stop signage which will need to be added into future Capital Project Plan updates.

YEAR 1 (FY25-26)

Service Changes

- Continue grant-funded services
- Planning scheduling for Year 2 service changes

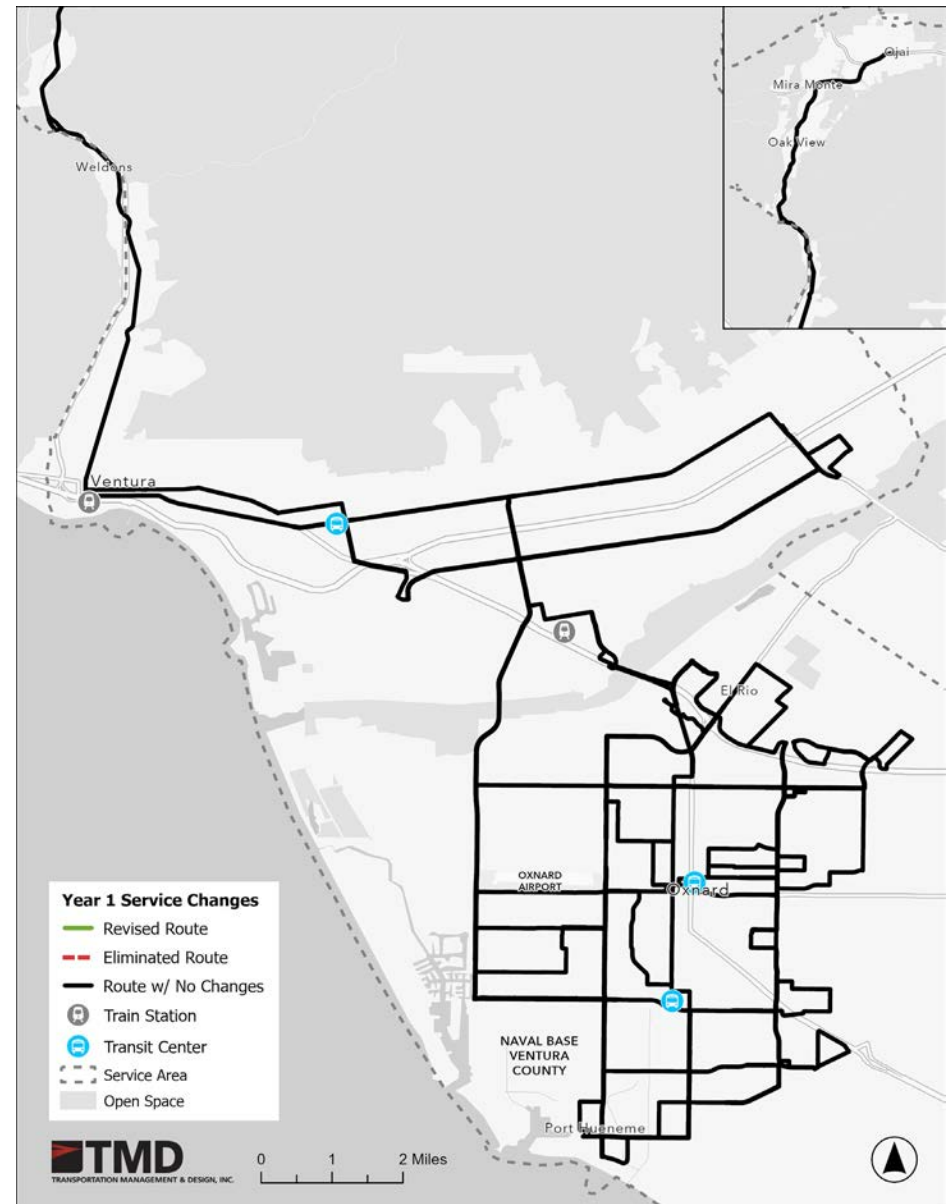
Marketing and Outreach

- Develop comprehensive five-year marketing and communications plan
- Plan website upgrades
- Expand digital marketing capacity
- Enhance digital marketing efforts
- Additional customer / ridership research
- Develop and launch ridership campaign
- Conduct audit of display and wayfinding opportunities

Capital and Technology

- Improve bus stops for Year 2 service changes
- Purchase fixed-route CNG replacement buses
- Purchase demand-response CNG / gas replacement vehicles
- Purchase support replacement vehicles
- Hydrogen fuel station upgrade (Year 1)

Figure 12: Year 1 Service Changes



YEAR 2 (FY26-27)

Service Changes

- **Route 1:** Revise alignment and schedule
- **Route 6:** Revise schedule
- **Route 10:** Revise alignment and schedule
- **Route 11:** Revise schedule

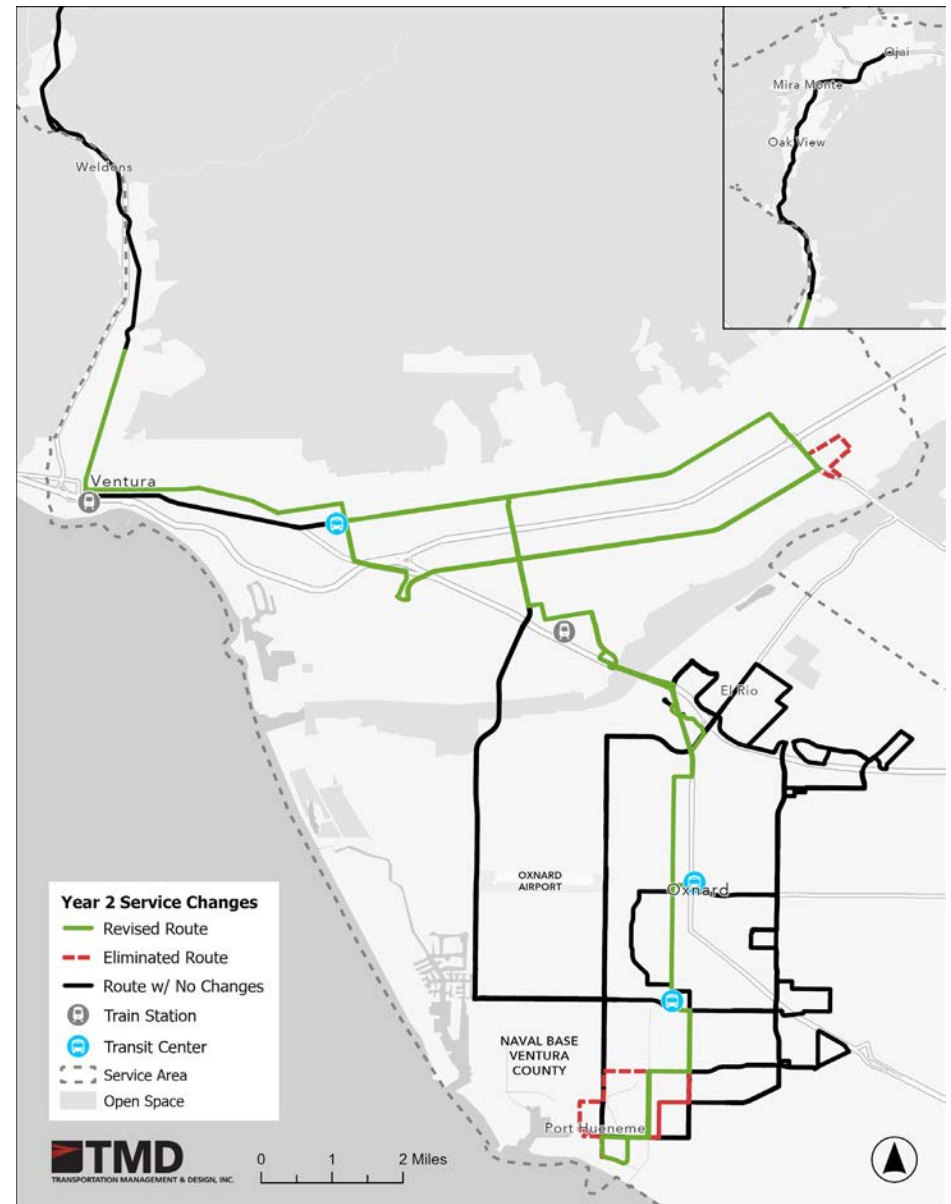
Marketing and Outreach

- Implement website upgrades
- Develop and launch one-seat ride and safety campaigns
- Promote Year 2 route changes
- Plan and design comprehensive transit center and bus shelter display signage
- Enhance digital marketing efforts

Capital and Technology

- Improve bus stops for Year 3 service changes
- Purchase fixed-route CNG replacement buses
- Purchase demand-response CNG / gas replacement vehicles
- Purchase demand-response ZEB expansion vehicles
- Pre-construction of solar / energy storage (Year 1)
- Hydrogen fuel station upgrade (Year 2)
- Bus technology replacements / upgrades

Figure 13: Year 2 Service Changes



YEAR 3 (FY27-28)

Service Changes

- **Route 2:** Revise alignment and schedule
- **Route 4:** Revise alignment and schedule
- **Route 5:** Revise alignment and schedule
- **Route 19:** Discontinue service

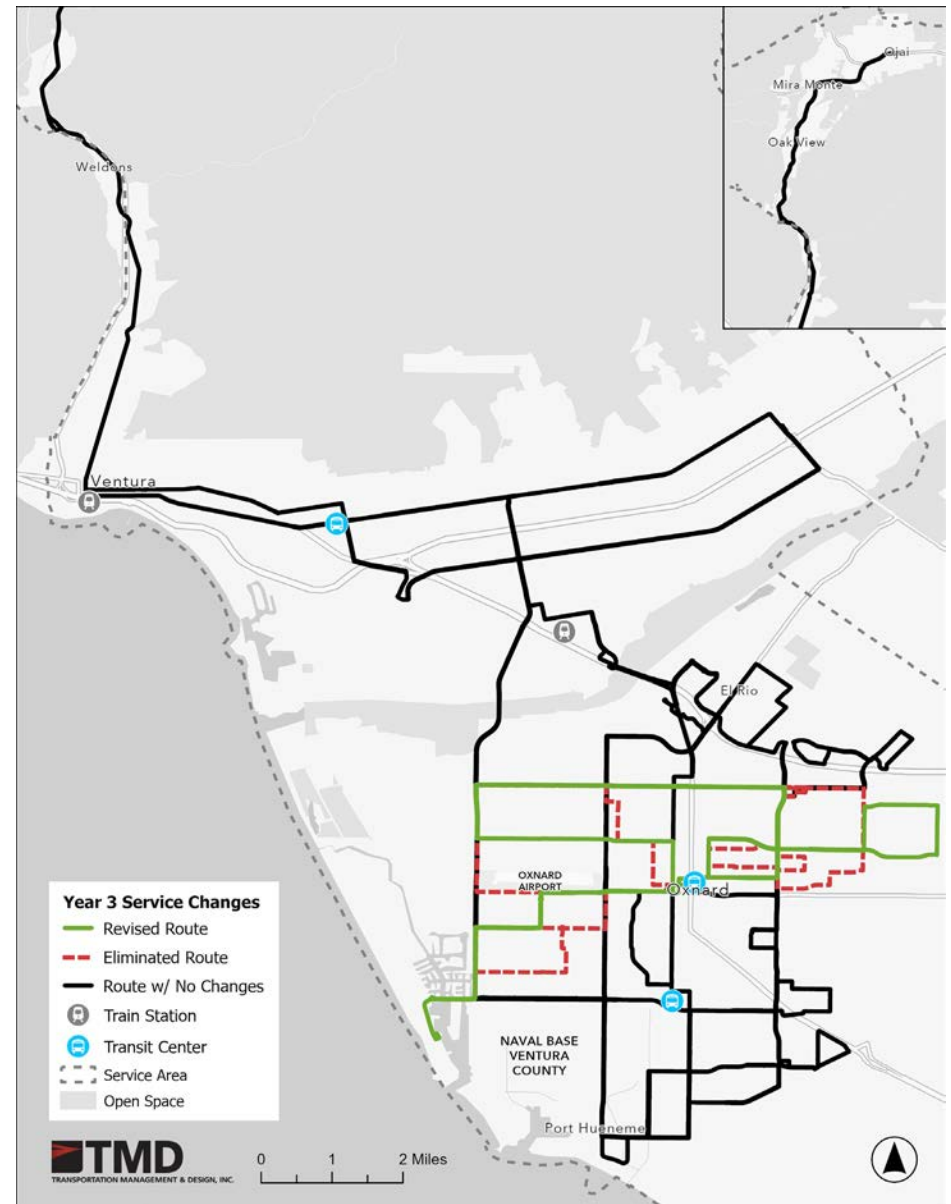
Marketing and Outreach

- Develop and launch real-time information and student ridership campaigns
- Promote Year 3 route changes
- Procure digital signage for bus stops
- Enhance digital marketing efforts

Capital and Technology

- Fabricate and install top priority system signage
- Improve bus stops for Year 4 service changes
- Purchase fixed-route ZEB replacement buses
- Purchase demand-response CNG / gas replacement vehicles
- Purchase support replacement vehicles
- Pre-construction of solar / energy storage (Year 2)

Figure 14: Year 3 Service Changes



YEAR 4 (FY28-29)

Service Changes

- **Route 3:** Discontinue service
- **Route 7:** Discontinue service
- **Route 8:** Revise alignment and schedule
- **Route 15:** Revise alignment and schedule
- **Route 16:** Revise schedule
- **Route 17:** Revise alignment and schedule
- **Route 21:** Revise alignment and schedule
- **Route 23:** Revise alignment and schedule

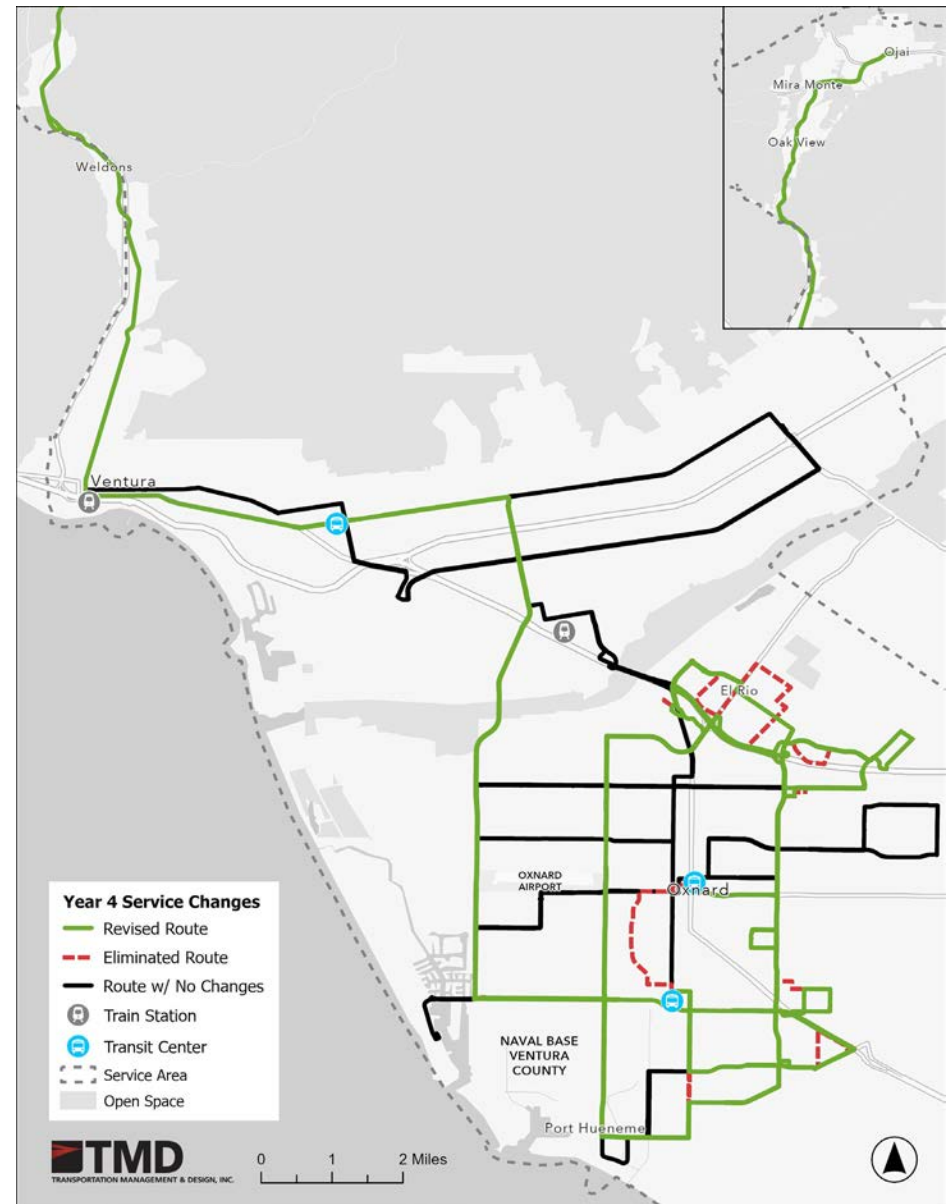
Marketing and Outreach

- Develop and launch senior and “Ride and Save” ridership campaigns
- Promote Year 4 route changes
- Integrate user-generated and influencer content in organic and paid social media

Capital and Other

- Install second priority system signage
- Install new electronic signage
- Purchase fixed-route CNG replacement buses
- Purchase demand-response CNG / gas replacement vehicles
- Purchase support replacement vehicles
- Bus technology replacements / upgrades

Figure 15: Year 4 Service Changes



YEAR 5 (FY29-30)

Service Changes

- Review performance of route changes and make adjustments as needed

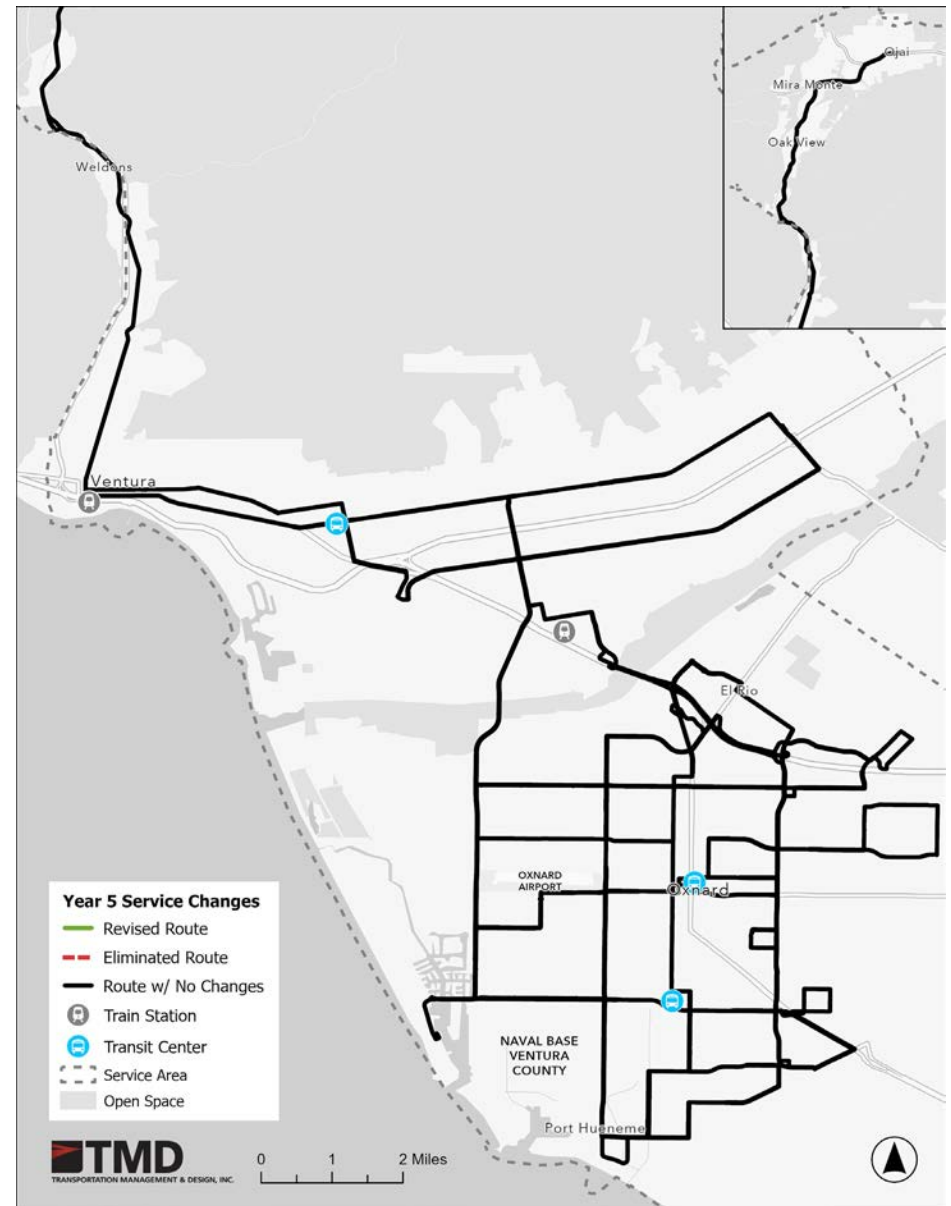
Marketing and Outreach

- Re-audit website and make upgrades as needed
- Re-survey riders for customer satisfaction
- Update five-year marketing and communications plan
- Promote routes as needed based on ridership and productivity
- Integrate user-generated and influencer content in organic and paid social media

Capital and Other

- Purchase fixed-route CNG replacement buses

Figure 16: Year 5 Service Changes



FINANCIAL PLAN

The Financial Plan in Figure 17 provides a summary of the financial resources required to implement the plan over the five-year period. It includes the assumed service levels for the public transportation services and anticipated ridership. The plan also includes the capital projects contained in the GCTD Ten-Year Capital Project Plan. The revenues to pay for the plan will be from a combination of ongoing operations and maintenance funding in addition to potential capital and operating grants for new services. Below is a summary of the plan impacts and assumptions:

- The Financial Plan is a projection and actual costs and revenues will be subject to the annual budget process.
- Fixed-Route and Flex Service revenue hours will increase by 1.3% over the five-year plan based on the service recommendations contained in the Implementation Plan.
- ADA paratransit revenue hours will increase 5% over the five-year plan.
- Peak Fixed-Route bus requirements will decrease by five buses during over the five years because the service plan more efficiently uses weekday peak vehicles.
- Fixed-Route and Flex Service ridership will increase by 20% throughout the plan based on the proposed service changes, marketing strategies, and post-pandemic ridership trends.
- Operating and capital unit costs will increase between 3-4% annually

Figure 17: SRTP Five-Year Financial Plan

Operations Summary	FY2025 Baseline	Year 1 FY2026	Year 2 FY2027	Year 3 FY2028	Year 4 FY2029	Year 5 FY2030	5-Year Total
Fixed-Route and Flex Service Statistics							
Revenue Hours	201,912	201,912	202,839	203,662	204,388	204,388	1,017,189
Revenue Miles	2,360,957	2,360,957	2,325,766	2,330,608	2,292,202	2,292,202	11,601,736
Passengers	3,518,886	3,672,750	3,842,760	3,988,880	4,041,340	4,219,570	19,765,300
System Productivity	17.4	18.2	18.9	19.6	19.8	20.6	19.4
ADA Service Statistics							
Total Hours	67,000	67,670	68,347	69,030	69,720	70,418	345,185
Total Miles	1,050,000	1,060,500	1,071,105	1,081,816	1,092,634	1,103,561	5,409,616
Passengers	134,000	135,340	136,693	138,060	139,441	140,835	690,370
Operating Expenses							
Fixed-Route and Flex Operating Cost	\$ 26,755,717	\$ 27,825,946	\$ 29,075,300	\$ 30,072,300	\$ 31,087,700	\$ 32,020,300	\$ 150,081,546
ADA Operating Cost	\$ 5,946,250	\$ 6,245,941	\$ 6,560,700	\$ 6,825,100	\$ 7,100,200	\$ 7,386,300	\$ 34,118,241
Administrative and Other Cost	\$ 4,241,772	\$ 4,627,497	\$ 4,780,794	\$ 4,931,740	\$ 5,015,414	\$ 5,041,898	\$ 24,397,342
Total Operating Expenses	\$ 36,943,739	\$ 38,699,384	\$ 40,416,794	\$ 41,829,140	\$ 43,203,314	\$ 44,448,498	\$ 201,092,370
Capital Summary							
Capital Expenses							
Bus Stop Amenities	\$ 500,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 500,000
Facility/Infrastructure	\$ 4,111,000	\$ 9,792,000	\$ 1,200,000	\$ -	\$ -	\$ -	\$ 15,103,000
Technology and Equipment	\$ 194,000	\$ 136,000	\$ 361,000	\$ 434,000	\$ 27,000	\$ 84,000	\$ 1,152,000
Vehicles	\$ 7,470,000	\$ 10,166,400	\$ 4,243,300	\$ 3,278,300	\$ 5,065,200	\$ 8,115,500	\$ 30,223,200
Total Capital Expenses	\$ 12,275,000	\$ 20,094,400	\$ 5,804,300	\$ 3,712,300	\$ 5,092,200	\$ 8,199,500	\$ 46,978,200



ATTACHMENT A

Route Profiles

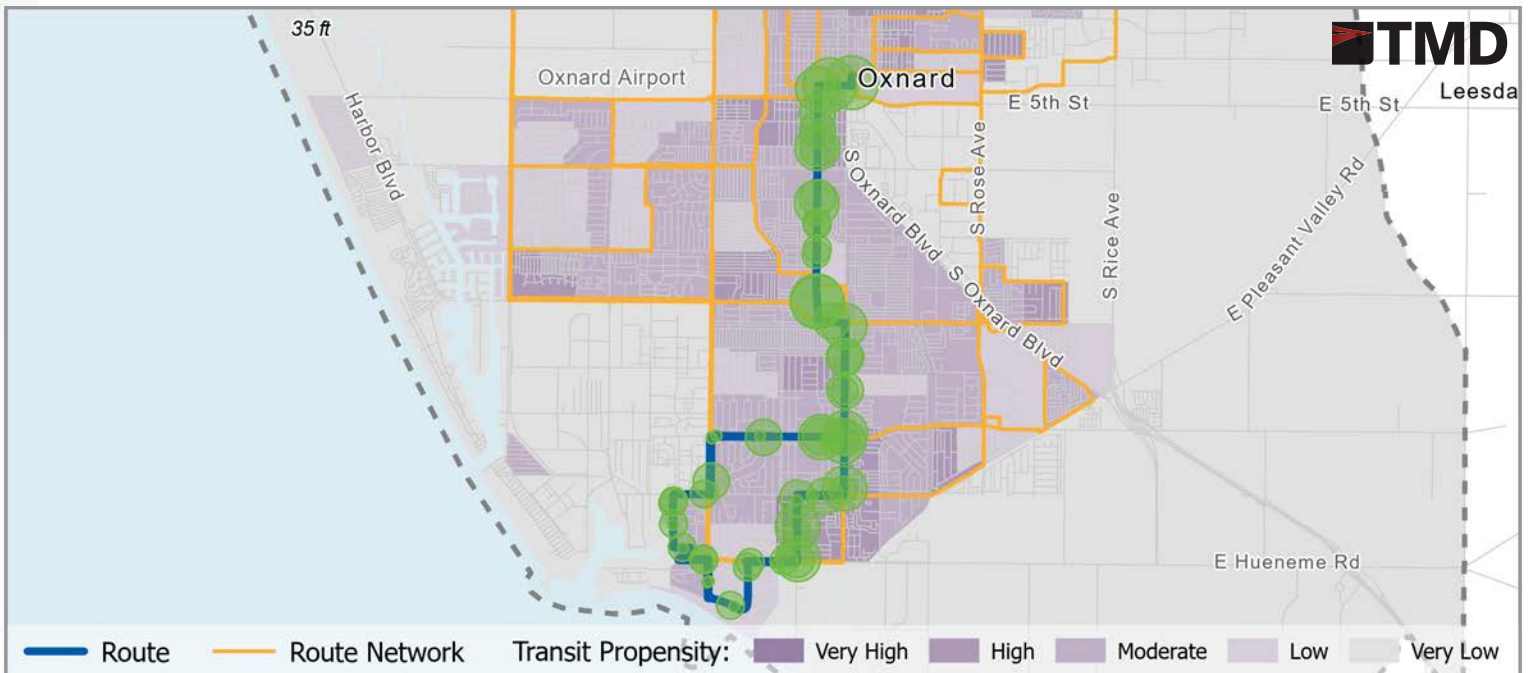
Route 1

Port Hueneme - Oxnard Transit Center



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	17	20	20
Hours of Operation <small>The hours the bus is in service</small>	4:45 AM to 9:24 PM	6:05 AM to 9:17 PM	6:30 AM to 9:17 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	1,320 <small>2 System Rank</small>	859 <small>2 System Rank</small>	846 <small>2 System Rank</small>
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	21.4 <small>2 System Average</small>	15.8 <small>3 System Average</small>	15.5 <small>3 System Average</small>
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$4.69 <small>\$6.07 System Average</small>	\$6.38 <small>\$7.91 System Average</small>	\$6.48 <small>\$8.32 System Average</small>
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	20% <small>17% System Average</small>	15% <small>13% System Average</small>	14% <small>12% System Average</small>
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	88.0%	86.4%	85.8%

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



Route 2

Colonia - Downtown Oxnard



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	60	60	60
Hours of Operation <small>The hours the bus is in service</small>	5:15 AM to 7:20 PM	5:15 AM to 7:20 PM	5:15 AM to 7:20 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	178 14 System Rank	155 10 System Rank	145 10 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	13.9 11 System Average	12.1 6 System Average	11.4 6 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$7.22 \$6.07 System Average	\$8.29 \$7.91 System Average	\$8.87 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	12% 17% System Average	11% 13% System Average	10% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	82.3%	77.1%	78.1%

Weekday Passenger Boardings

Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



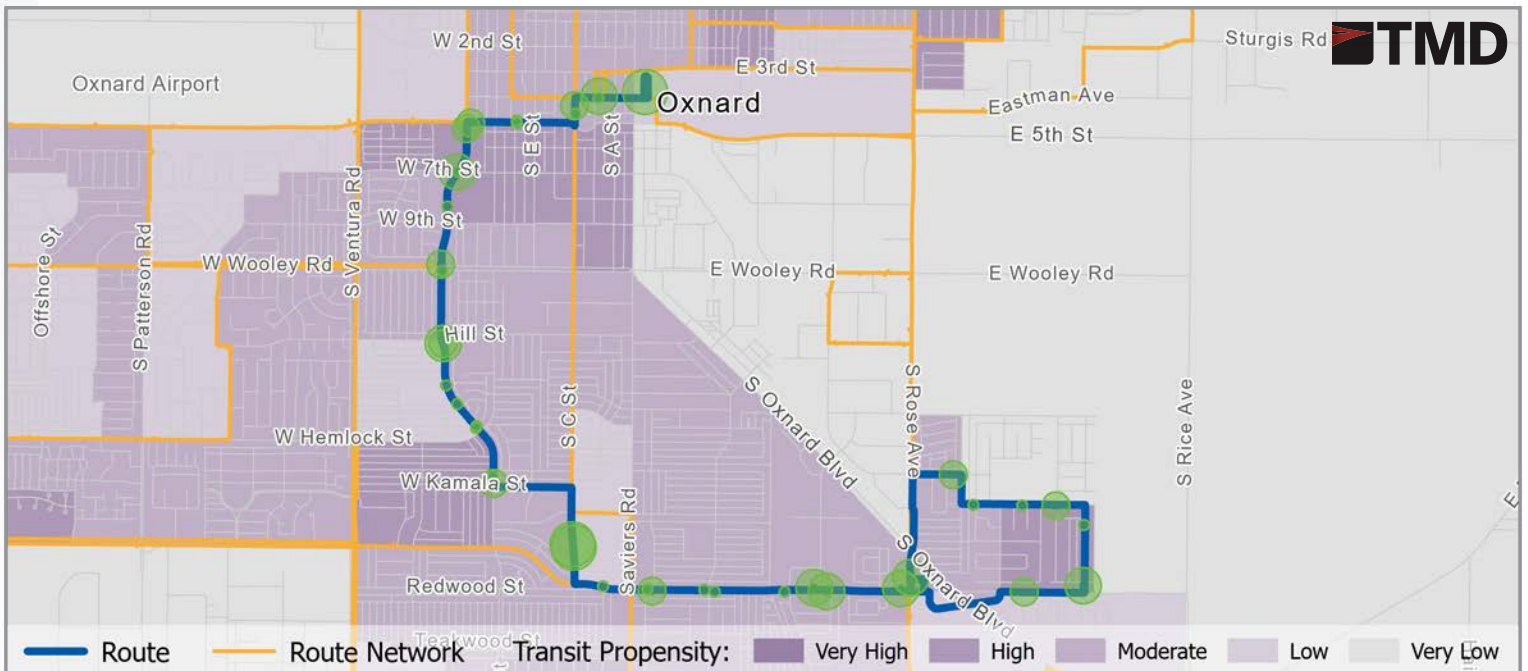
Route 3

J St - Centerpoint Mall - Lemonwood



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	40	40	40
Hours of Operation <small>The hours the bus is in service</small>	5:35 AM to 7:48 PM	5:35 AM to 7:48 PM	5:35 AM to 7:48 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	305 10 System Rank	208 7 System Rank	195 7 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	15 8 System Average	10.2 9 System Average	9.6 10 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$6.73 \$6.07 System Average	\$9.86 \$7.91 System Average	\$10.52 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	14% 17% System Average	10% 13% System Average	9% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	87.5%	84.2%	84.9%

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



Route 4

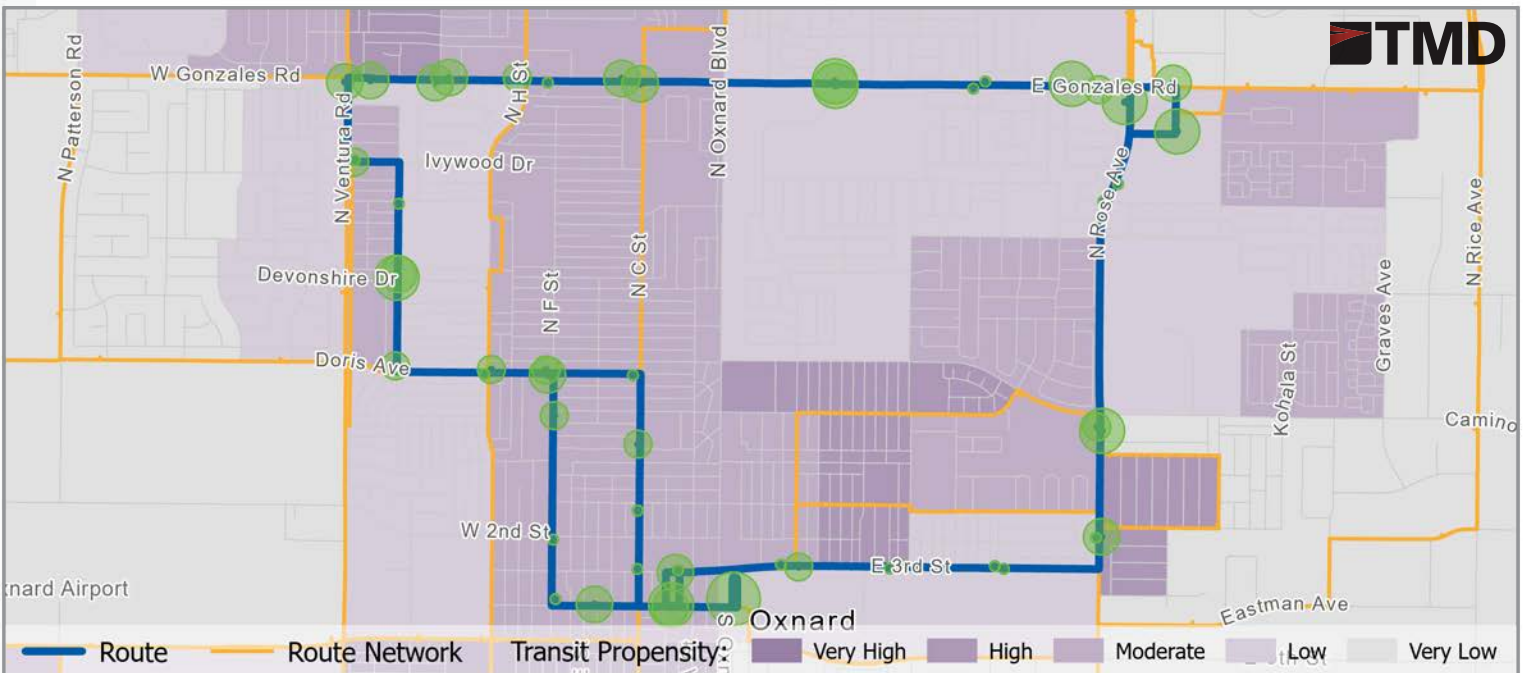
North Oxnard - Ventura Rd - St. John's



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	20	20	20
Hours of Operation <small>The hours the bus is in service</small>	6:05 AM to 8:25 PM	6:10 AM to 8:20 PM	6:10 AM to 8:20 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	787 4 System Rank	469 4 System Rank	404 4 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	16.7 5 System Average	11.4 8 System Average	9.8 9 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$6.01 \$6.07 System Average	\$8.83 \$7.91 System Average	\$10.25 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	16% 17% System Average	11% 13% System Average	9% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	77.3%	76.9%	78.5%

Weekday Passenger Boardings

Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



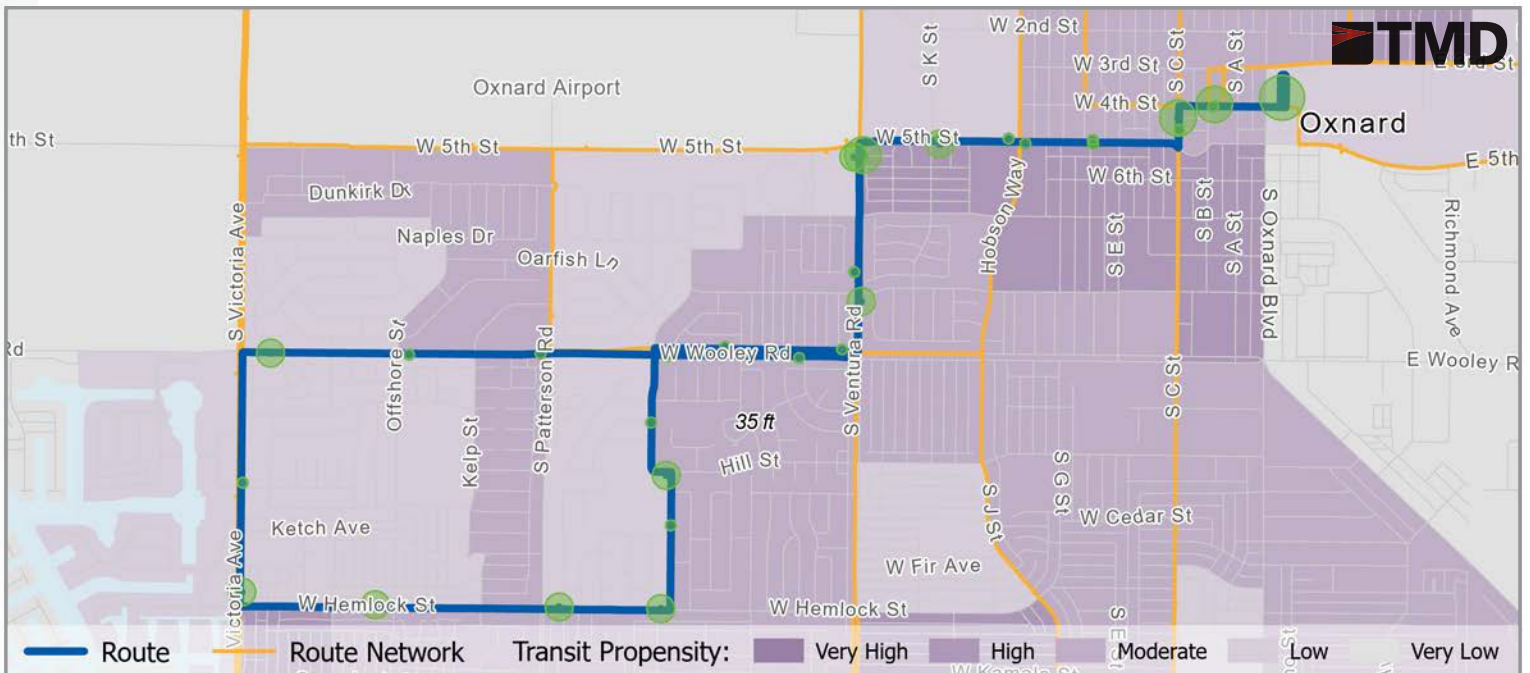
Route 5

Hemlock - Seabridge - Wooley



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	60	40	40
Hours of Operation <small>The hours the bus is in service</small>	6:50 AM to 8:15 PM	6:50 AM to 8:15 PM	6:50 AM to 8:15 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	154 16 System Rank	130 11 System Rank	118 14 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	11.5 13 System Average	9.7 10 System Average	8.8 11 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$8.75 \$6.07 System Average	\$10.36 \$7.91 System Average	\$11.41 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	11% 17% System Average	9% 13% System Average	8% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	86.5%	85.7%	82.5%

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



Route 6

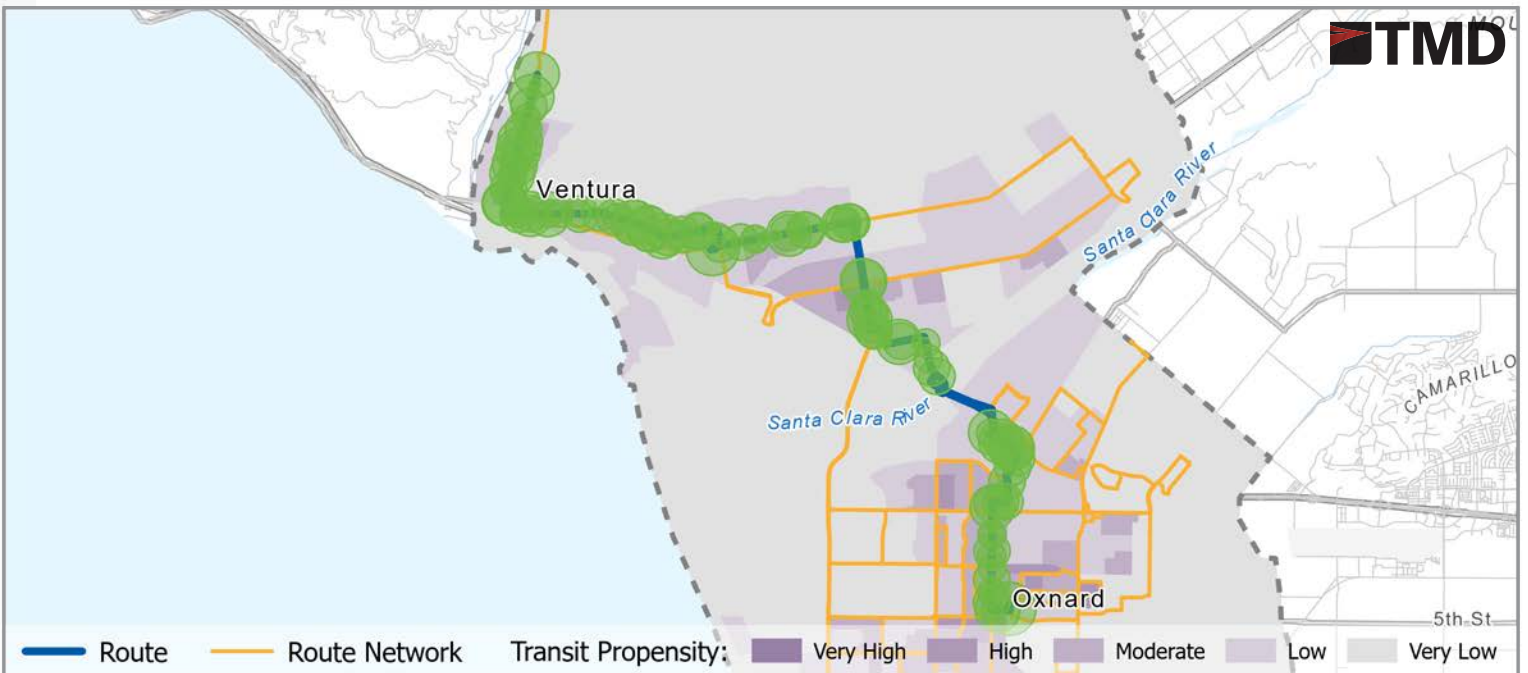
Oxnard - Ventura - Main St



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	20	30	30
Hours of Operation <small>The hours the bus is in service</small>	4:50 AM to 9:00 PM	5:15 AM to 8:50 PM	5:15 AM to 8:50 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	2,346 1 System Rank	1,407 1 System Rank	1,335 1 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	20.3 3 System Average	16.6 2 System Average	15.8 1 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$4.95 \$6.07 System Average	\$6.06 \$7.91 System Average	\$6.38 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	21% 17% System Average	17% 13% System Average	16% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	89.9%	90.0%	89.6%

Weekday Passenger Boardings

Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



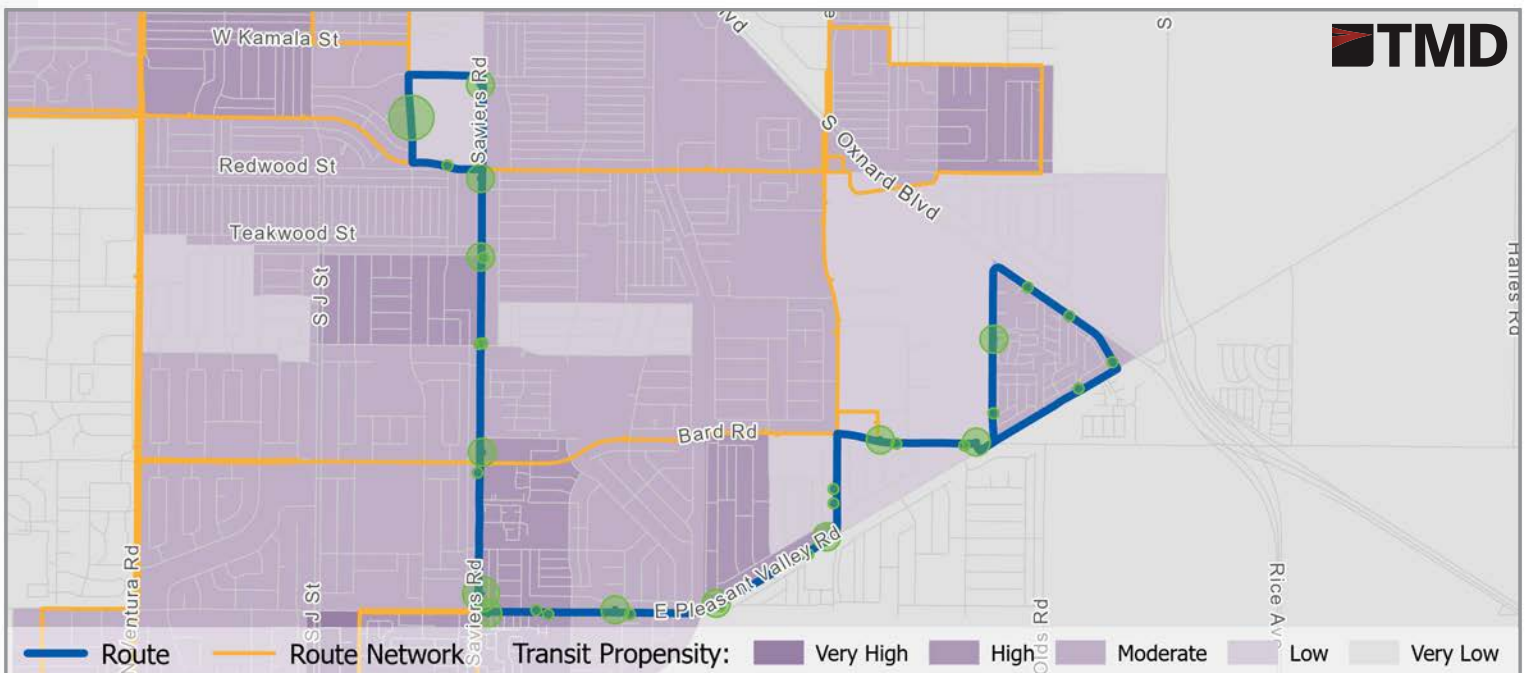
Route 7

Oxnard College - Centerpoint Mall



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	60	40	40
Hours of Operation <small>The hours the bus is in service</small>	6:50 AM to 7:25 PM	6:50 AM to 7:25 PM	6:50 AM to 7:25 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	156 15 System Rank	122 12 System Rank	135 11 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	12.4 12 System Average	9.7 11 System Average	10.7 8 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$8.12 \$6.07 System Average	\$10.38 \$7.91 System Average	\$9.38 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	12% 17% System Average	9% 13% System Average	10% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	88.2%	88.2%	88.2%

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



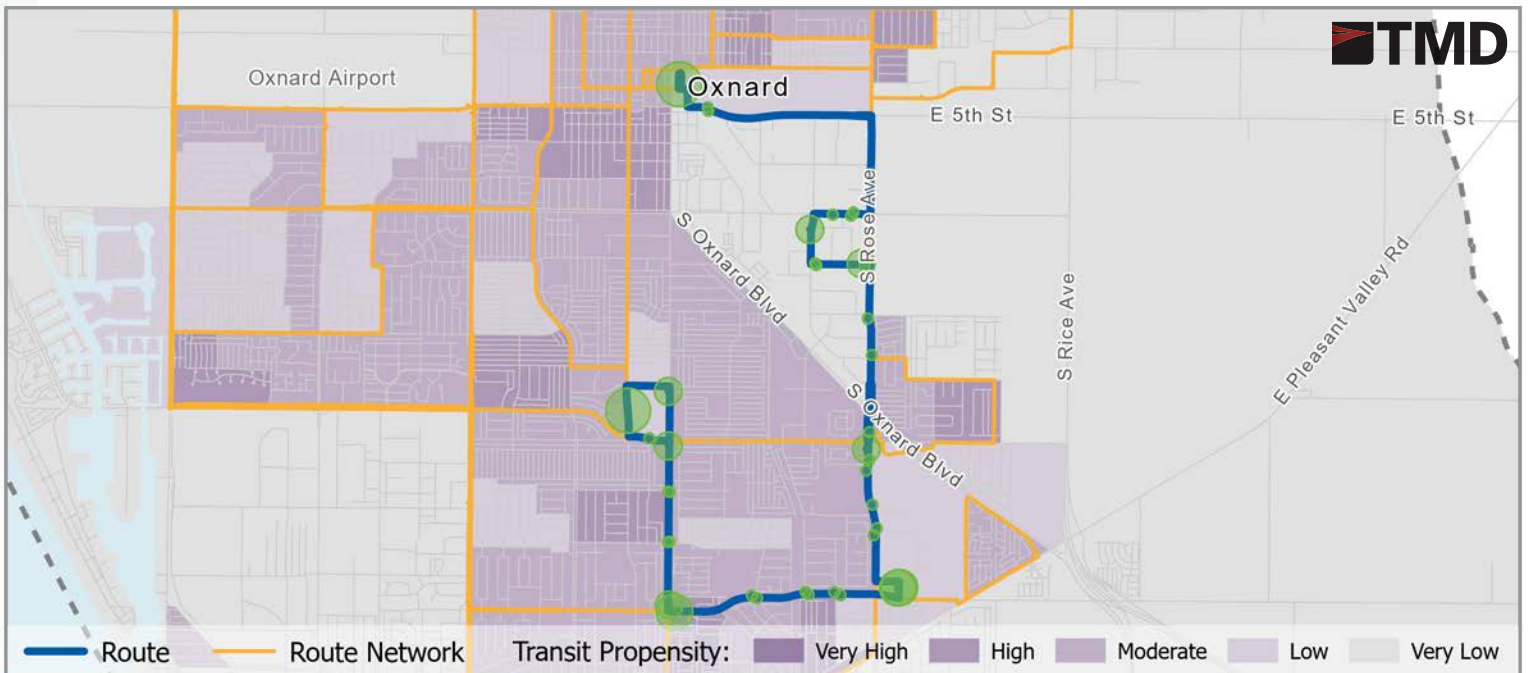
Route 8

OTC - Oxnard College - Centerpoint Mall



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	40	40	40
Hours of Operation <small>The hours the bus is in service</small>	6:35 AM to 7:30 PM	6:35 AM to 7:30 PM	6:35 AM to 7:30 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	210 <small>12 System Rank</small>	98 <small>14 System Rank</small>	134 <small>12 System Rank</small>
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	9.6 <small>16 System Average</small>	4.5 <small>15 System Average</small>	6.1 <small>14 System Average</small>
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$10.47 <small>\$6.07 System Average</small>	\$22.45 <small>\$7.91 System Average</small>	\$16.42 <small>\$8.32 System Average</small>
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	10% <small>17% System Average</small>	5% <small>13% System Average</small>	6% <small>12% System Average</small>
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	79.4%	79.4%	77.7%

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100

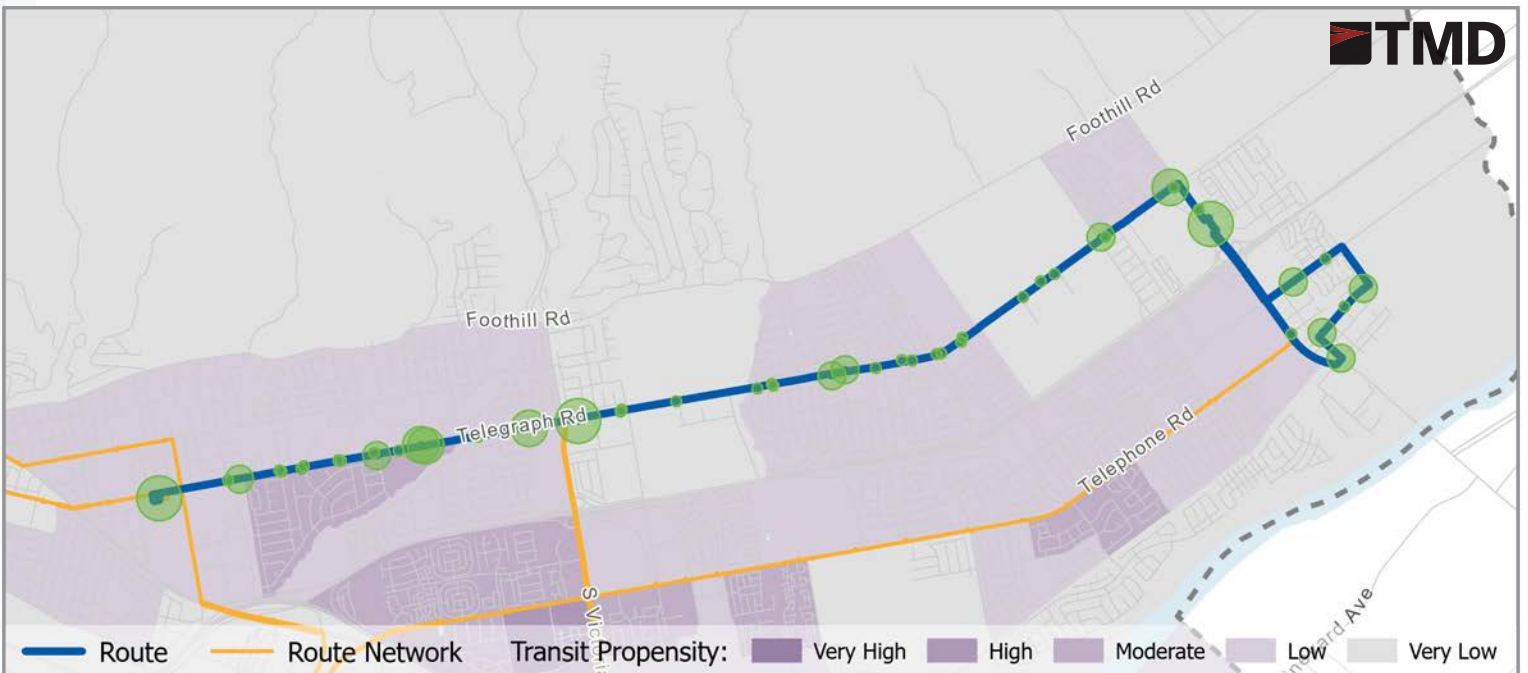


Route 10

Pacific View Mall - Telegraph - Saticoy



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	60	60	60
Hours of Operation <small>The hours the bus is in service</small>	6:05 AM to 8:58 PM	6:05 AM to 8:58 PM	6:05 AM to 8:58 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	264 11 System Rank	116 13 System Rank	130 13 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	14 10 System Average	6.2 13 System Average	6.9 13 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$7.19 \$6.07 System Average	\$16.36 \$7.91 System Average	\$14.60 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	16% 17% System Average	7% 13% System Average	8% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	89.8%	85.0%	83.2%



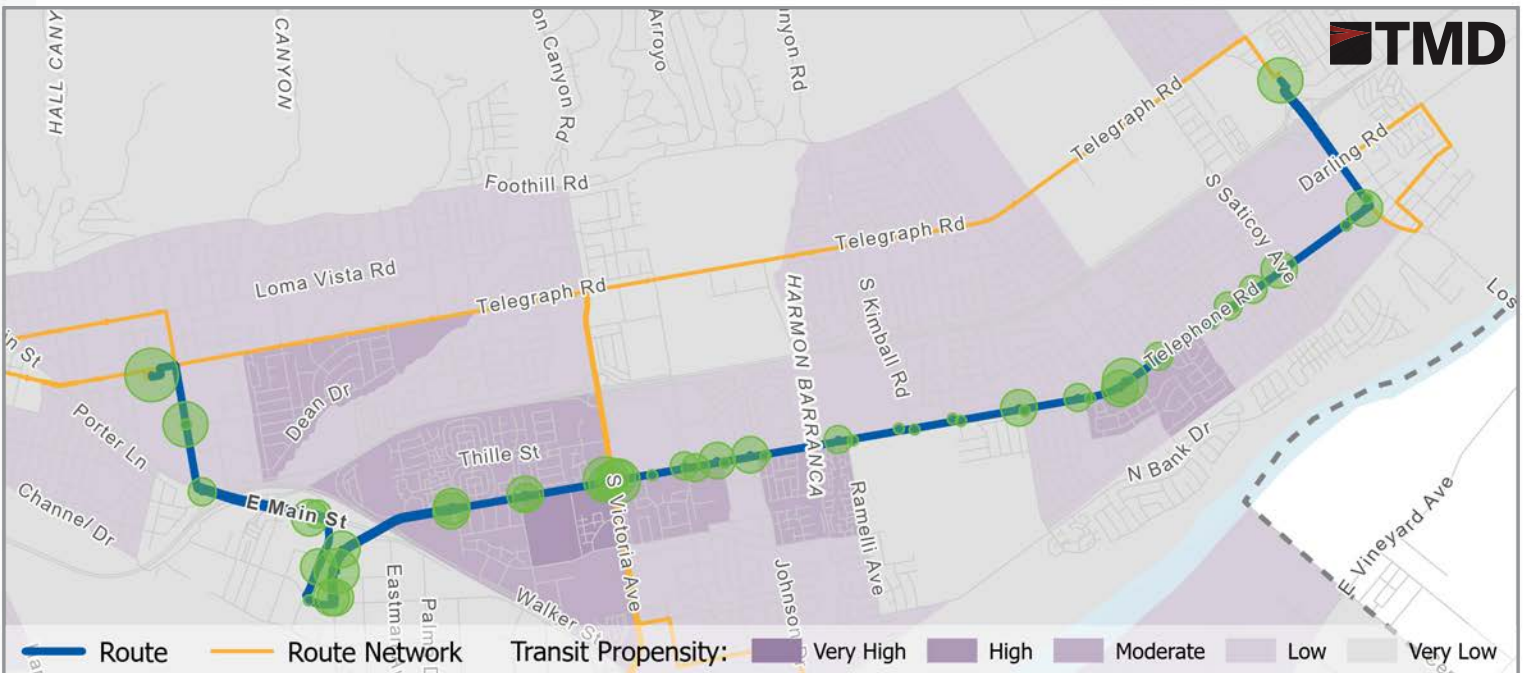
Route 11

Pacific View Mall - Telephone - Wells



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	30	60	60
Hours of Operation <small>The hours the bus is in service</small>	6:00 AM to 8:40 PM	6:00 AM to 8:05 PM	6:00 AM to 8:05 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	631 6 System Rank	400 5 System Rank	328 6 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	15.7 6 System Average	19.1 1 System Average	15.7 2 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$6.40 \$6.07 System Average	\$5.27 \$7.91 System Average	\$6.43 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	16% 17% System Average	19% 13% System Average	15% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	80.4%	79.5%	80.0%

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



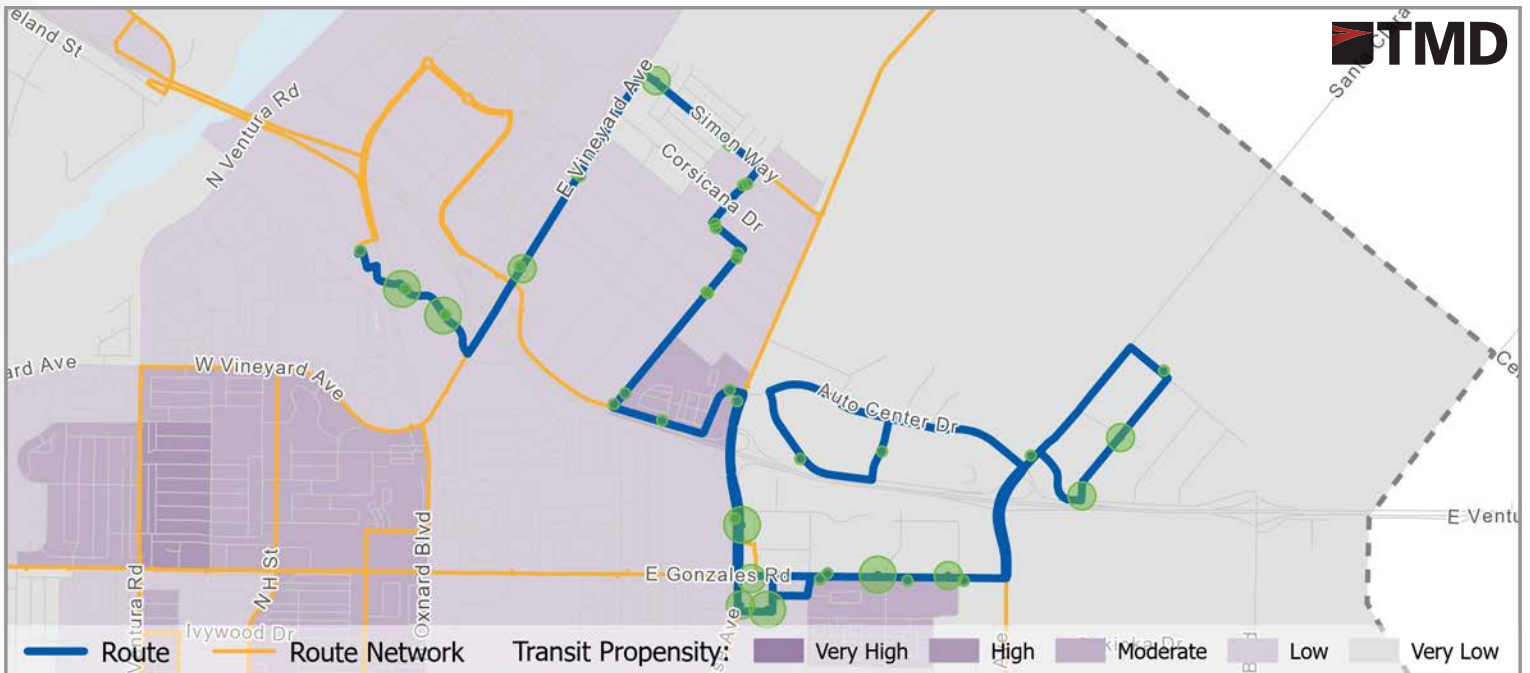
Route 15

Esplanade - El Rio - St. John's



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	60	60	60
Hours of Operation <small>The hours the bus is in service</small>	8:15 AM to 6:00 PM	8:15 AM to 5:50 PM	8:15 AM to 5:50 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	150 17 System Rank	95 15 System Rank	100 15 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	7.9 17 System Average	5 14 System Average	5.3 15 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$12.75 \$6.07 System Average	\$20.13 \$7.91 System Average	\$19.13 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	7% 17% System Average	5% 13% System Average	5% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	77.4%	78.2%	79.8%

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



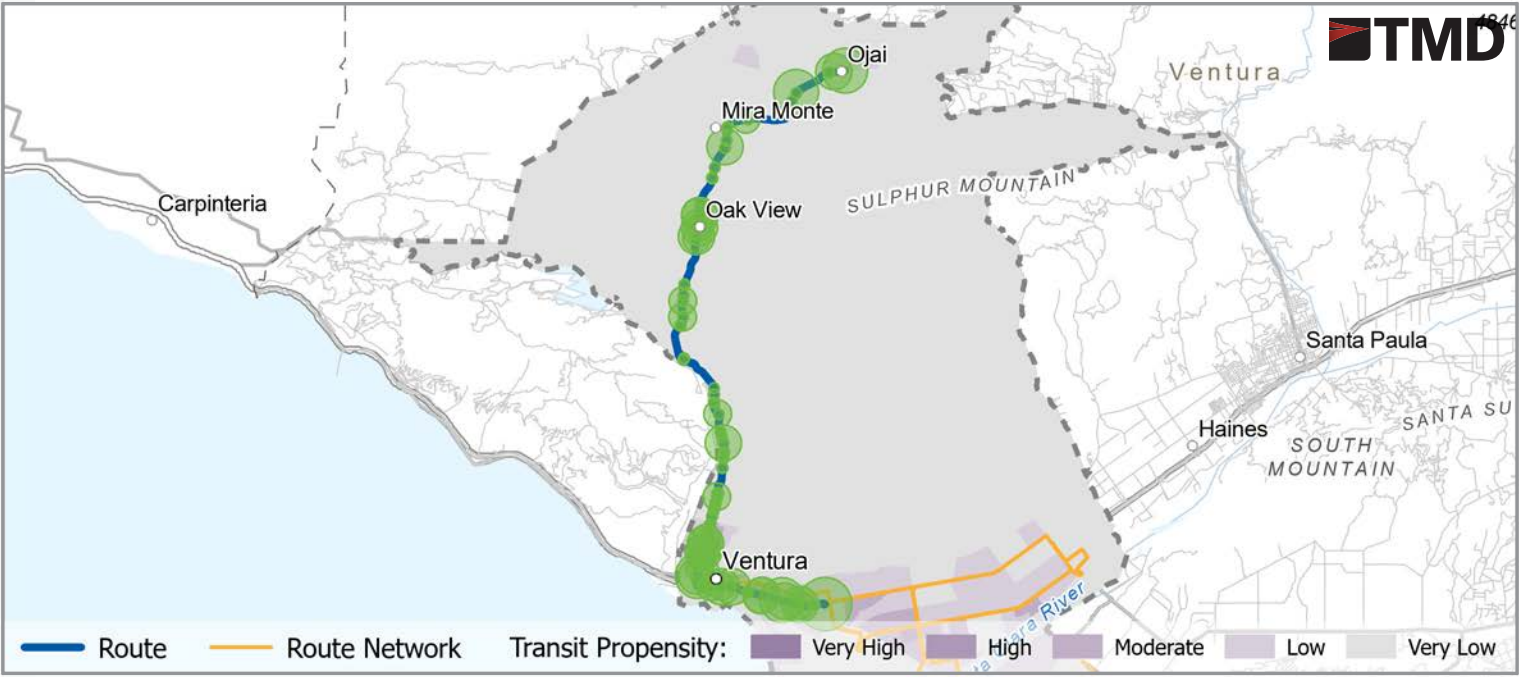
Route 16

Downtown Ojai - Pacific View Mall



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	40	60	60
Hours of Operation <small>The hours the bus is in service</small>	5:15 AM to 8:00 PM	6:05 AM to 8:00 PM	6:05 AM to 8:00 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	692 <small>5 System Rank</small>	506 <small>3 System Rank</small>	484 <small>3 System Rank</small>
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	17.7 <small>4 System Average</small>	14.1 <small>5 System Average</small>	13.5 <small>5 System Average</small>
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$5.67 <small>\$6.07 System Average</small>	\$7.14 <small>\$7.91 System Average</small>	\$7.47 <small>\$8.32 System Average</small>
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	20% <small>17% System Average</small>	16% <small>13% System Average</small>	15% <small>12% System Average</small>
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	86.7%	83.9%	85.3%

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



Data Source: APC, Farebox, Operating Statistics and Performance Indicators Report Attachment 1, Draft Short Range Transit Plan Final Report

Route 17

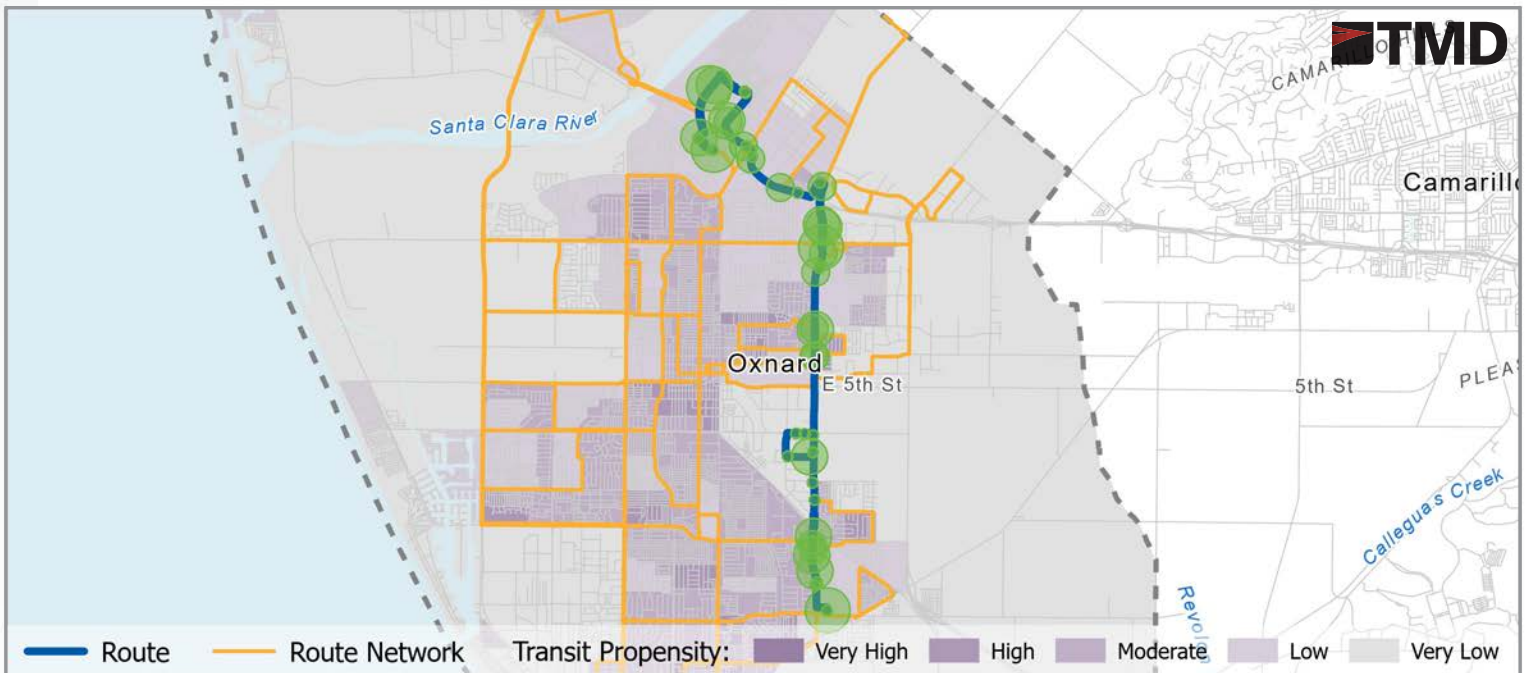
Esplanade - Oxnard College



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	30	60	60
Hours of Operation <small>The hours the bus is in service</small>	6:21 AM to 8:55 PM	7:15 AM to 7:55 PM	7:15 AM to 7:55 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	375 8 System Rank	178 9 System Rank	161 9 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	11.4 14 System Average	9.4 12 System Average	8.5 12 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$8.83 \$6.07 System Average	\$10.72 \$7.91 System Average	\$11.85 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	12% 17% System Average	10% 13% System Average	9% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	77.8%	78.5%	78.5%

Weekday Passenger Boardings

Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100

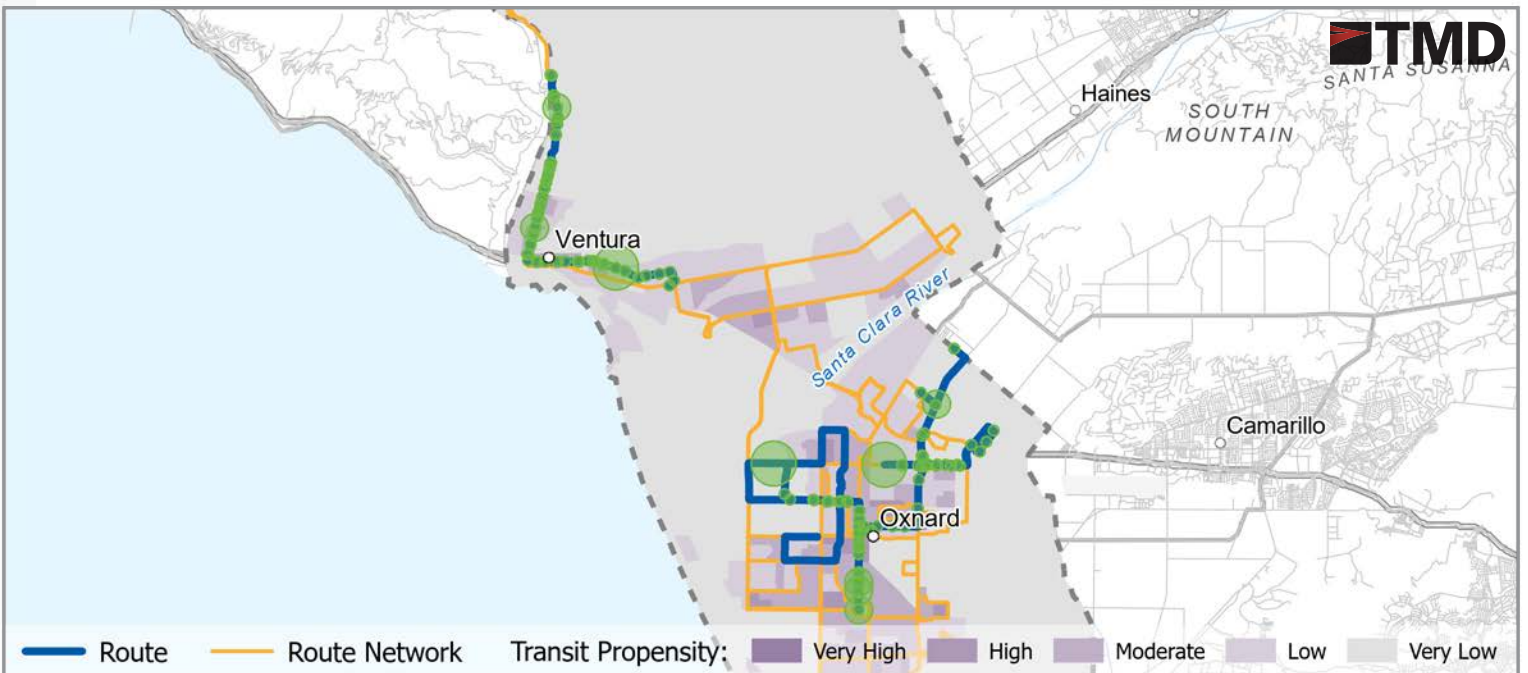
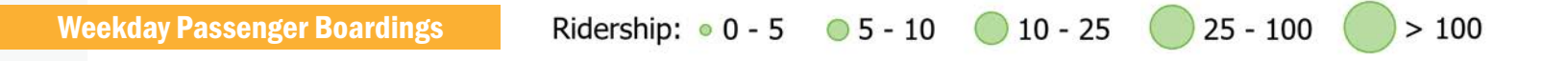


Route 18

Trippers



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	9 trips	-	-
Hours of Operation <small>The hours the bus is in service</small>	7:40 AM to 3:50 PM	No Service	No Service
Daily Passenger Boardings <small>The average number of daily boardings</small>	320 9 System Rank	- - System Rank	- - System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	71.9 1 System Average	- - System Average	- - System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$1.40 \$6.07 System Average	- - System Average	- - System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	91% 17% System Average	- - System Average	- - System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	66.7%	-	-



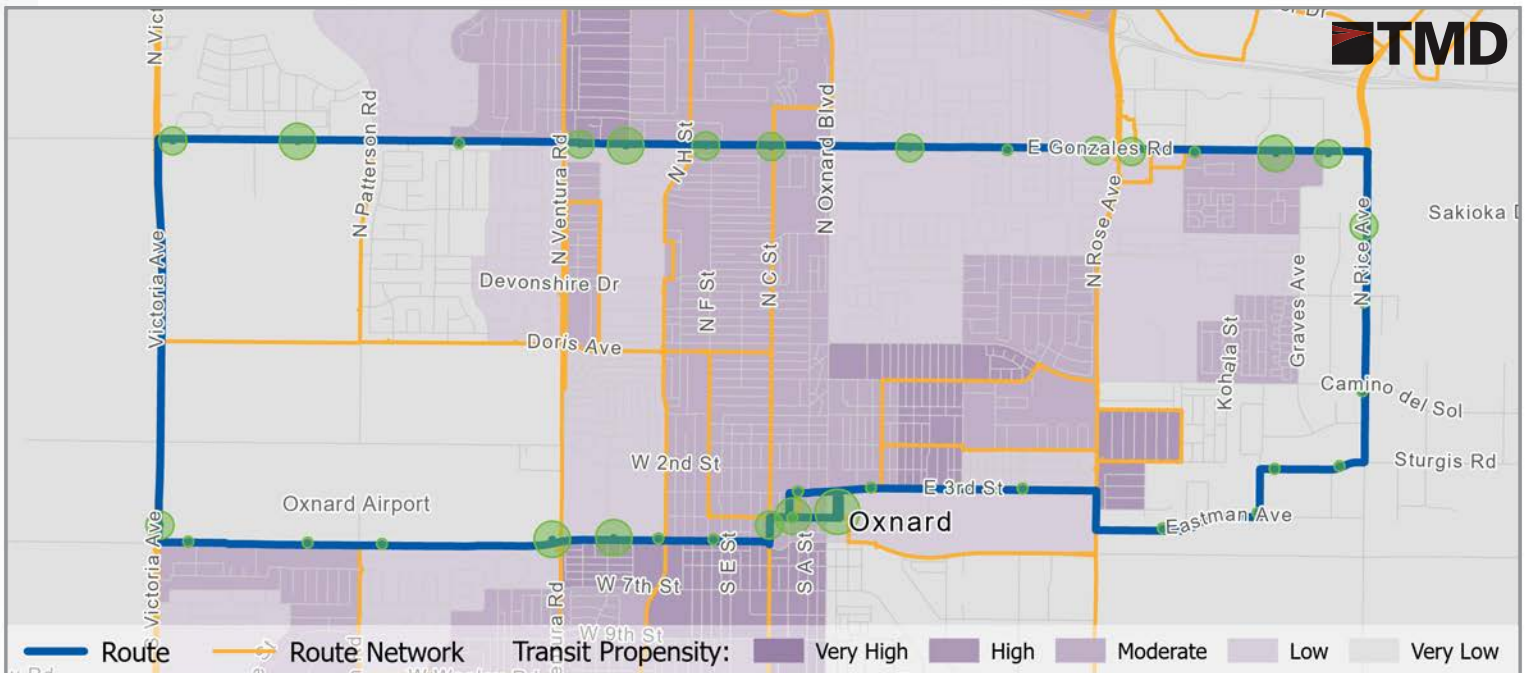
Route 19

OTC - 5th St - Airport - Gonzales Rd



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	60	-	-
Hours of Operation <small>The hours the bus is in service</small>	5:55 AM to 7:10 PM	No Service	No Service
Daily Passenger Boardings <small>The average number of daily boardings</small>	208 <small>13 System Rank</small>	-	-
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	14.9 <small>9 System Average</small>	-	-
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$6.74 <small>\$6.07 System Average</small>	-	-
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	16% <small>17% System Average</small>	-	-
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	86.7%	-	-

Weekday Passenger Boardings Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100



Route 21

Port Hueneme - Ventura - Victoria Ave



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	60	60	60
Hours of Operation <small>The hours the bus is in service</small>	5:40 AM to 7:45 PM	6:15 AM to 7:50 PM	6:15 AM to 7:50 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	837 <small>3 System Rank</small>	390 <small>6 System Rank</small>	370 <small>5 System Rank</small>
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	15.6 <small>7 System Average</small>	14.4 <small>4 System Average</small>	13.7 <small>4 System Average</small>
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$6.45 <small>\$6.07 System Average</small>	\$6.99 <small>\$7.91 System Average</small>	\$7.37 <small>\$8.32 System Average</small>
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	17% <small>17% System Average</small>	16% <small>13% System Average</small>	15% <small>12% System Average</small>
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	83.6%	83.9%	79.4%

Weekday Passenger Boardings

Ridership: ● 0 - 5 ● 5 - 10 ● 10 - 25 ● 25 - 100 ● > 100

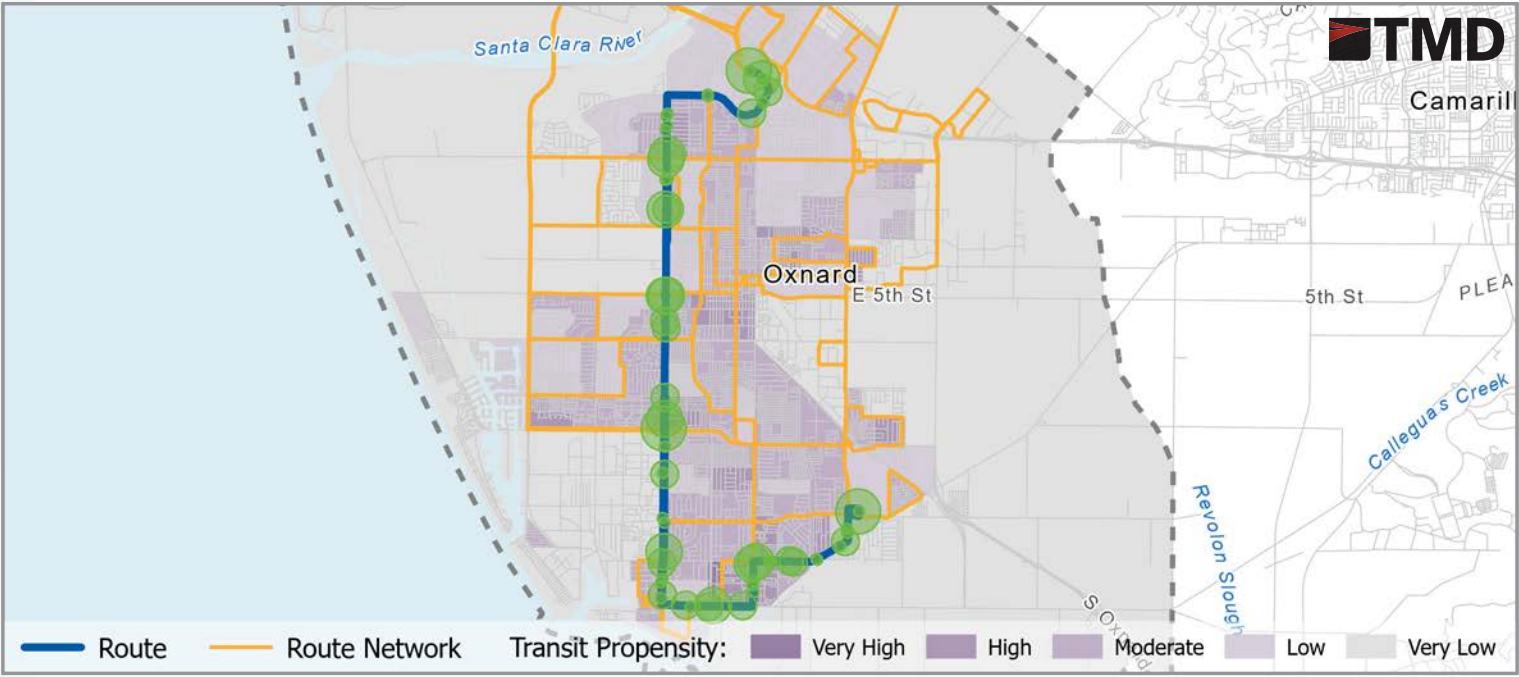


Route 23

Oxnard College - Naval Base - Esplanade



Route Performance:	Weekday	Saturday	Sunday
Peak Frequency (min.) <small>The average time, in minutes, between buses</small>	40	60	60
Hours of Operation <small>The hours the bus is in service</small>	6:40 AM to 8:15 PM	6:40 AM to 7:40 PM	6:40 AM to 7:40 PM
Daily Passenger Boardings <small>The average number of daily boardings</small>	414 7 System Rank	207 8 System Rank	192 8 System Rank
Productivity (Boardings per Revenue Hour) <small>The number of boardings divided by the number of revenue hours the bus is in operation</small>	11.2 15 System Average	11.8 7 System Average	11 7 System Average
Cost Per Passenger <small>The total cost to operate the route per day, divided by average daily boardings</small>	\$9.00 \$6.07 System Average	\$8.50 \$7.91 System Average	\$9.19 \$8.32 System Average
Fare Box Recovery <small>Passenger revenue divided by the operating costs</small>	12% 17% System Average	13% 13% System Average	12% 12% System Average
On-Time Performance <small>The percentage of trips that arrive on time (no more than 1 minute early or 5 minutes late)</small>	83.0%	82.7%	85.9%



Data Source: APC, Farebox, Operating Statistics and Performance Indicators Report, Attachment 1, Draft Short Range Transit Plan Final Report



ATTACHMENT B

S RTP Outreach Summary



GOLD COAST TRANSIT DISTRICT FY26-30 SHORT-RANGE TRANSIT PLAN OUTREACH SUMMARY

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PUBLIC OUTREACH GOALS

The public outreach process for Gold Coast Transit District's (GCTD) Short-Range Transit Plan (S RTP) was developed to support the following goals:

CONDUCT OUTREACH ACROSS GCTD SERVICE AREA TO BOTH RIDERS AND NON-RIDERS

Objective: Reach as many GCTD stakeholders as possible using mass communication tactics and leveraging technology.

Audience: Anyone of any age in West Ventura County with an interest in the transportation system. This audience includes – but is not limited to – residents, employers, workers, and students; elected officials and government agency staff; community organizations and advocates; business groups; schools and institutions; media and influencers; and GCTD employees.

PROACTIVELY ENGAGE NEW RIDERS, ESPECIALLY YOUTH AND COLLEGE STUDENTS

Objective: Ensure active dialogue with GCTD's newest riders who have started using the service since the pandemic.

Audience: Newer riders of GCTD fixed-route service with special emphasis on the young riders who currently enjoy free bus service thanks to the county's Youth Ride Free and College Ride programs.

SEEK FEEDBACK FROM A CROSS SECTION OF THE COMMUNITY

Objective: Ensure outreach is inclusive, equitable, and multilingual, using data to help determine gaps in engagement and leveraging community partnerships to guarantee that all voices are being heard.

Audience: Assure that a diverse cross-section of communities is included to represent all those who use GCTD's services.

PROVIDE OPPORTUNITIES FOR DIRECT (IN-PERSON OR VIRTUAL) AND MEANINGFUL FEEDBACK

Objective: Meet people where they are, either physically or in the virtual world, by providing opportunities for community members to interact with project staff, ask questions and make comments in a personalized way.

Audience: All audiences listed above with an emphasis on connecting with individuals at the times and in the places and formats that work with their busy lives and schedules. This audience also includes formal and informal representatives of organizations and communities who are willing to help GCTD inform and engage with their constituents.

DEVELOP RIDER PROFILES

Objective: Using data from GCTD’s existing customer surveys plus additional information gleaned through the public outreach process, develop profiles of GCTD’s key ridership segments for use in future planning, outreach, and service promotion.

Audience: Current and potential GCTD riders, including youth, college students, commuters, seniors, and families.

PUBLIC OUTREACH SCHEDULE

The project was structured with two distinct outreach phases. Phase 1 sought community input on the existing state of the GCTD system as well as the wants, needs, and priorities of non-riders. The input gathered during Phase 1 informed the Existing Conditions section of the SRTP. Phase 1 public outreach ran from October through December 2023.

Phase 2 provided an opportunity for the community to see how their feedback was incorporated into the Draft System Improvement recommendations and Draft Transit Opportunity Corridor Concepts and give input on those key pieces of the SRTP while they were still in draft form. Phase 2 public outreach ran from June through August 2023.

PUBLIC OUTREACH TACTICS AND ACTIVITIES

BILINGUAL PROJECT PAGE ON GCTD WEBSITE ([GCTD.ORG/SRTP24](https://gctd.org/srtp24))

- **Phase 1:** The SRTP project page went live in October 2023 and remained in place throughout the project. The page serves as a library of all project materials and contains links to community surveys.
- **Phase 2:** GCTD updated the project page with new information in June 2024, including draft route recommendations and draft Transit Opportunity Corridor alternatives.

BILINGUAL SRTP FACT SHEET

- **Phase 1:** A fact sheet, available online and in printed form, was used for public outreach presentations starting in October 2023. The Phase 1 fact sheets are included as Attachment A.
- **Phase 2:** The fact sheet was updated in June 2024. The Phase 2 fact sheets are included as Attachment B.

BILINGUAL BUS RIDER OUTREACH MATERIALS

- **Phase 1:** Car cards, sandwich board posters, and rider alerts in English and Spanish were posted throughout the system, alerting riders to the SRTP project and inviting them to give their feedback via an online survey. The Phase 1 Rider Alert is included as Attachment C.
- **Phase 2:** Updated rider materials were posted throughout the system in July 2024. These materials encouraged riders to give their feedback on draft route recommendations and Transit Opportunity Corridor alternatives. The Phase 2 car cards is included as Attachment D.

BILINGUAL ONLINE SURVEYS

- **Phase 1:** An online survey was live and available to the public from October 12 through December 17, 2023. It was the primary means of gathering feedback from riders and non-riders on the existing transit system. (GCTD also made printed copies of the survey available as needed.) As an incentive, people who completed the survey were offered a chance to win a \$50 VISA gift card and a 31-day bus pass. GCTD collected 724 survey responses. The English Phase 1 survey is included as Attachment E.
- **Phase 2:** A second online survey ran from July to September 2024. This survey asked for specific feedback on GCTD's draft route recommendations and Transit Opportunity Corridor alternatives. As with Phase 1, GCTD made printed copies of the survey available as needed and offered survey respondents a chance to win a \$50 VISA gift card and a 31-day bus pass as an incentive for participation. GCTD collected 333 survey responses. The English Phase 1 survey is included as Attachment F.

BILINGUAL SOCIAL MEDIA

GCTD used both paid and organic social media to educate the public about the SRTP process and encourage survey participation. The information below focuses on the performance of paid ads, which Meta provides in greater detail than that of organic posts. Organic posts occurred throughout the two phases described below.

- **Phase 1:** Paid social ads in English and Spanish targeted three different demographics: riders, college students, and the community at large (including non-riders) with tailored images and messaging. The social ads reached 101,711 people, garnered 371,372 impressions, and drove 3,956 people to the survey page. An example Phase 1 social media post is included as Attachment G.
- **Phase 2:** Paid social media ads in English and Spanish targeted the community at large in Phase 2, encouraging people to give feedback on GCTD's draft route recommendations and Transit Opportunity Corridor alternatives. The social ads reached 57,224 people, garnered 169,463 impressions, and drove 1,906 people to the survey page. An example Phase 2 social media post is included as Attachment H.

STAKEHOLDER DATABASE AND OUTREACH

- **Phase 1:** GCTD created a stakeholder database for the purpose of community outreach regarding the SRTP project. The database contained key stakeholders in the GCTD service area, including elected officials, relevant government agency staff, and community organizations. GCTD used this database to schedule presentations for interested groups and individuals and send email blasts.
- **Phase 2:** Using the stakeholder database, GCTD made follow-up calls and offered a virtual presentation and office hours to the most highly impacted groups and individuals. GCTD made 42 stakeholder calls and 25 people attended the virtual office hours or made follow-up inquiries with staff.

EMAIL BLASTS

- **Phase 1:** GCTD used email blasts to notify riders and key stakeholders about the SRTP process and encourage public engagement. Eblasts went to GCTD's existing rider database as well as to the stakeholder database created for the SRTP project. The stakeholder email contained a toolkit for agencies and organizations to use to engage their constituencies in the project. Emails were sent on 10/26/23. The Phase 1 email blast is included as Attachment I.
- **Phase 2:** As in Phase 1, eblasts were sent on 07/26/24. The Phase 2 email blast is included as Attachment J.

APP MESSAGING

- **Phase 1:** GCTD used the direct messaging features in two popular transit apps, GOVCBus and the Transit App, to notify riders about the SRTP process and encourage participation. App messages were sent on 10/30/23.
- **Phase 2:** As in Phase 1, app messages were sent to riders notifying them about the draft recommendations. App messages were sent on 07/24/24.

PRESS RELEASE

- **Phase 1:** A press release was sent to local media outlets on 10/12/23. The Phase 1 press release is included as Attachment K.

STAKEHOLDER PRESENTATIONS (IN-PERSON AND VIRTUAL)

- **Phase 1:** GCTD staff made presentations to community organizations, agency staff, and other key stakeholders between October and December 2023 notifying them about the project and how they could participate.
- **Phase 2:** GCTD staff made presentations to community organizations, agency staff, and other key stakeholders between June and August 2024 to inform them that the draft recommendations were available for review. In addition, virtual presentations and office hours were offered to key stakeholders on Aug. 14, 2024, from 1-3 p.m. and 5-7 p.m. GCTD also offered a pre-recorded PowerPoint presentation that could be accessed online anytime.

ATTACHMENT A: PHASE 1 FACT SHEETS



GO GOLD COAST TRANSIT

S RTP Factsheet

OVERVIEW

The last few years have brought significant change to West Ventura County, impacting every aspect of life – including public transportation. To better serve our community, Gold Coast Transit District (GCTD) needs a public transportation network that better reflects the new ways we live, work, and play.

The Short-Range Transit Plan (SRTP) is the tool to get us where we need to go. The SRTP will look at all facets of GCTD transit service and recommend how to improve them in the near and long term.



PURPOSE

The purpose of the SRTP is to improve mobility and quality of life in our region by:

- Enhancing transit effectiveness and efficiency
- Restructuring bus service to promote economic growth and regional connectivity
- Assessing the feasibility of creating a higher-quality transit corridor between Oxnard and Ventura
- Improving ridership, reliability, and customer experience



YOUR VOICE MATTERS!



About SRTP

What Goes into the SRTP

Existing Conditions Analysis

The SRTP will study the current condition of the transit system. GCTD will gather input from current riders, former riders, and the community at large about what is working well and what could be improved. We will conduct a line-by-line analysis of each GCTD bus route.

High-Quality Transit Corridor Analysis

The SRTP will analyze the feasibility of connecting core parts of GCTD's service area in Ventura and Oxnard with a new, higher-quality transit service. This analysis will consider which areas could be served by this new route and how to connect them most effectively.

Community Engagement

The cornerstone of the SRTP is community input. GCTD wants to hear from current and former riders as well as the community at large. Anyone who lives or works in West Ventura County is encouraged to provide their feedback.

System Improvement Recommendations

Based on data gathered during the Existing Conditions Analysis, the SRTP will provide recommendations for improving the GCTD system. These recommendations may include adding, subtracting, or modifying bus routes, schedules, frequencies, or stops. They could also include augmenting fixed-route transit with on-demand service or new technologies.

Implementation and Financial Plan

This will estimate the cost of implementing the improvements recommended in the SRTP, project future GCTD revenue for the next five years, and outline a prioritized implementation plan to guide the agency moving forward.



\$50 VISA GIFT CARD & 31-DAY BUS PASS

Take the Survey!



Survey respondents who provide their contact information will be entered for a chance to win a \$50 Visa Gift Card and a 31-day bus pass.

SRTP PROJECT Timeline



OCT-NOV 2023
Public Outreach and Community Survey

JAN 2023
GCTD Board Update

FEB-MAR 2024
Public Feedback on Recommendations

APR 2024
GCTD Board Review of Draft SRTP

JUN 2024
Final SRTP Complete

October-November 2023
Please participate in our first community survey. We'd like to know:

- Which parts of the system work well for you?
- What could be improved?
- If you've stopped riding transit, what would encourage you to return?
- If you've never ridden a bus, what would entice you to try it?

February-March 2024
Review our proposed system improvements and let us know what you think. You can view the proposed changes line-by-line and see the initial findings of the Ventura-Oxnard Transit Corridor Feasibility Study.

Survey available:
Now to December 1, 2023



STAY CONNECTED:

805-487-4222

gctd.org/SRTP24

Follow Us



GO GOLD COAST TRANSIT
Plan de Transporte (SRTP)

Información

RESUMEN

Estos últimos años trajeron cambios significativos a West Ventura County, los cuales impactaron cada aspecto de la vida – incluido el transporte público. Para servir mejor a nuestra comunidad, Gold Coast Transit District (GCTD) necesita una red de transporte público que refleje mejor las nuevas maneras en las que vivimos, trabajamos y jugamos.

Este plan de transporte a corto plazo (SRTP) es la herramienta que nos llevará a donde necesitamos estar. El SRTP analizará todas las facetas del servicio de transporte del GCTD y recomendará cómo mejorarlas en el corto y largo plazo.



PROPÓSITO

El propósito del SRTP es mejorar la movilidad y la calidad de vida en nuestra región al:

- Aumentar la eficacia y eficiencia del transporte
- Reestructurar el servicio de autobús para promover el crecimiento económico y la conectividad regional
- Evaluar la viabilidad de crear un corredor de transporte público de mayor calidad entre Oxnard y Ventura
- Mejorar el número de pasajeros, la confiabilidad y la experiencia del cliente



¡SU VOZ IMPORTA!



Acercando del SRTP

Qué está incluido en el SRTP

Análisis de condiciones existentes
 El SRTP analizará las condiciones actuales del sistema de transporte. El GCTD recopilará opiniones de usuarios actuales, usuarios antiguos y la comunidad en general sobre lo que funciona bien y lo que se puede mejorar. Realizaremos un análisis línea por línea de cada ruta de autobuses del GCTD.

Recomendaciones para la mejora del sistema
 Con base en la información que se recopiló durante el análisis de condiciones existentes, el SRTP proporcionará recomendaciones para mejorar el sistema de GCTD. Estas recomendaciones pueden incluir agregar, quitar o modificar rutas de autobús, horarios, frecuencias o paradas. También pueden incluir el aumento del tránsito en rutas fijas con un servicio de demanda o nuevas tecnologías.

Análisis del corredor de transporte público de alta calidad
 El SRTP analizará la viabilidad de conectar partes centrales del área de servicio de GCTD en Ventura y Oxnard con un nuevo servicio de transporte de mayor calidad. Este análisis considerará qué áreas pueden atenderse con esta nueva ruta y cómo conectarlas de la manera más efectiva.

Implementación y plan financiero
 Esto estimará el costo de implementar las mejoras recomendadas en el SRTP, proyectará los ingresos futuros de GCTD en los próximos cinco años y perfilará un plan de implementación priorizado para guiar a la agencia en el futuro.

Participación de la comunidad
 El fundamento del SRTP es el aporte de la comunidad. GCTD quiere escuchar de usuarios actuales y antiguos, así como de la comunidad en general. Se anima a cualquier persona que vive o trabaja en West Ventura County a brindar sus comentarios.



¡Participa para ganar!

UNA TARJETA DE REGALO DE \$50 Y UN PASE DE 31-DÍAS.

¡Haga la encuesta!



ESCANEE EL CÓDIGO

Las personas encuestadas que proporcionen su información de contacto tendrán la oportunidad de ganar una tarjeta de regalo Visa de \$50 y un pase de autobús de 31 días.

SRTP cronograma del proyecto



- ENERO 2023**: Actualización a la junta directiva de GCTD
- ABRIL 2024**: Revisión del SRTP de la Junta Directiva de GCTD
- OCT-NOV 2023**: Alcance público y encuesta comunitaria
- FEB-MAR 2024**: Comentarios públicos sobre recomendaciones
- JUN 2024**: Final SRTP completa

Octubre-noviembre 2023
 Por favor participe en nuestra primera encuesta para la comunidad. Queremos saber:

- ¿Qué partes del sistema funcionan bien para usted?
- ¿Qué puede mejorarse?
- Si dejó de usar el transporte público, ¿qué le motivaría a regresar?
- Si nunca se ha subido a un autobús, ¿qué le animaría a intentarlo?

Febrero-marzo 2024
 Revise nuestras propuestas para mejorar el sistema y háganos saber lo que piensa. Puede ver los cambios propuestos línea por línea y ver los hallazgos iniciales del estudio de viabilidad del corredor de transporte público Ventura-Oxnard.

Encuesta disponible:
 Ahora hasta el 1 de diciembre de 2023



Para más información:

☎ 805-487-4222

🌐 gctd.org/SRTP24

📱 [Facebook](#) [Instagram](#) [TikTok](#) [Twitter](#) [YouTube](#)


Síguenos en redes sociales

ATTACHMENT B: PHASE 2 FACT SHEET

Your Vision, Our Mission

HELP SHAPE
THE FUTURE
OF 

The last few years have brought significant change to West Ventura County, impacting every aspect of life – including public transportation. To better serve our community, **Gold Coast Transit District (GCTD)** needs a transportation network that reflects the new ways we live, work, shop, travel, and play. **The Short-Range Transit Plan (SRTP)** is the tool to get us where we need to go.



Recommended Bus Service Changes

In Fall 2023, we asked for community input on the current transit system. Riders told us what they think is working well and what could be improved. Non-riders weighed in on what might entice them to give transit a try. Based on that feedback and technical analysis, we've developed a set of recommended service changes to 13 GCTD routes.

Transit Opportunity Corridor

In parallel with the SRTP, GCTD is studying the feasibility of creating a Transit Opportunity Corridor (TOC) in western Ventura County. A TOC is designed to provide fast, high-frequency bus service between major destinations with service running every 15-20 minutes during most of the day. Each stop in a TOC would have enhanced amenities and provide a comfortable and safe location for customers waiting for the bus. At locations with poor access, pedestrian improvements may be part of a TOC project.

As part of this study, GCTD is considering seven alignment alternatives made up of different routing and stop locations. We would like your feedback on these alignments which will be filtered down to a list of top options.

Overall, our recommendations will improve weekday frequency on six routes and weekend frequency on seven routes. They will increase access to 30-minute-or-better weekday service by 21% and 40-minute-or-better weekend service by 73%. They will also improve transfer times at the Ventura Transit Center, Oxnard Transit Center, and The Esplanade.

Su visión es nuestra misión

AYUDE A DAR
FORMA AL FUTURO
DE **GO TRANSIT**

Los últimos años han traído cambios significantes al oeste del Condado de Ventura, afectando todos los aspectos de la vida, incluido el transporte público. Para servir mejor a nuestra comunidad, **Gold Coast Transit District (GCTD)** necesita una red de transporte que refleje las nuevas formas en que vivimos, trabajamos, compramos, viajamos y nos divertimos. **El Plan de Tránsito de Corto Plazo (SRTP por sus siglas en Inglés)** es la herramienta para llevarnos a donde necesitamos ir.



Cambios recomendados en el servicio de autobuses

En otoño del 2023, pedimos la opinión de la comunidad sobre el sistema de tránsito. Los pasajeros compartieron lo que les gusta y lo que se podría mejorar. Aquellos que no usan el transporte público nos dijeron qué los motivaría para intentarlo. Con esos comentarios y análisis técnico, hemos propuesto mejoras en 13 rutas del GCTD.

En general, nuestras recomendaciones mejorarán la frecuencia entre semana en seis rutas y la frecuencia de fin de semana en siete rutas. Aumentarán el acceso a un servicio de 30 minutos o mejor entre semana en un 21% y a un servicio de 40 minutos o mejor durante el fin de semana en un 73%. También mejorarán los tiempos de transferencia en el Centro de Tránsito de Ventura, el Centro de Tránsito de Oxnard y The Esplanade.

Corredor de oportunidad de tránsito

GCTD también está analizando la posibilidad de establecer un Corredor de oportunidad de tránsito (TOC por sus siglas en inglés) en el oeste del Condado de Ventura. Este corredor facilitaría un servicio de autobús rápido cada 15-20 minutos durante el día entre los principales destinos. Las paradas tendrían

mejoras para hacer más cómoda y segura la espera del autobús. También podrían incluir mejoras peatonales en lugares con mal acceso.

En este estudio, GCTD está evaluando siete opciones diferentes de rutas y ubicaciones de paradas. Nos gustaría conocer su opinión sobre estas opciones para seleccionar las mejores.

ATTACHMENT C: PHASE 1 RIDER ALERT

RIDER ALERT

Help Shape the Future of Gold Coast Transit

Contribute to our survey! Available Now - December 1, 2023

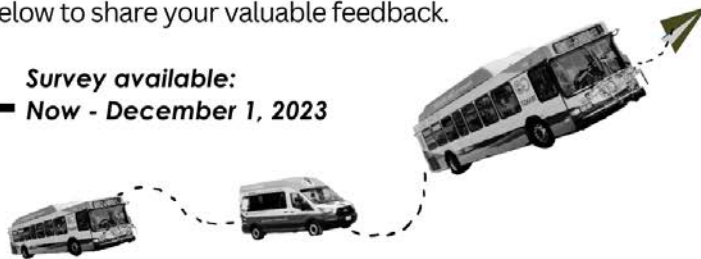
We're committed to improving your local transit experience, and your input is essential. Your thoughts, ideas, and opinions are invaluable to us, which is why we invite you to participate in our community survey. Survey respondents who provide their contact information will be entered for a chance to win a \$50 Visa gift card and a 31-day bus pass.

Why Your Feedback Matters: Your insights will play a pivotal role in shaping the future of Gold Coast Transit services. We want to align our services with your expectations and preferences. Our goal is to make your daily transit trips even more convenient and enjoyable.

How You Can Get Involved: Participate in our community survey! It's easy and impactful. Scan the QR code below to share your valuable feedback.



Survey available:
Now - December 1, 2023



Follow Us!



Stay connected:



805-487-4222



gctd.org/srtp24

AVISO AL PASAJERO

Ayude a moldear el futuro de Gold Coast Transit

¡Contribuya a nuestra encuesta! Disponible ahora - 1 de diciembre de 2023

Estamos comprometidos a mejorar su experiencia en el transporte público y su participación es esencial. Sus ideas y opiniones son invaluable para nosotros, por eso los invitamos a participar en nuestra encuesta comunitaria. Las personas encuestadas que proporcionen su información de contacto tendrán la oportunidad de ganar una tarjeta de regalo Visa de \$50 y un pase de autobús de 31 días.

Por qué sus comentarios importan: Sus comentarios desempeñarán un papel fundamental en la configuración del futuro de los servicios de Gold Coast Transit. Queremos alinear nuestros servicios con sus expectativas y preferencias. Nuestra meta es hacer que sus viajes diarios en transporte público sean aún más convenientes y agradables.

Cómo puede participar: ¡Participe en nuestra encuesta comunitaria! Es fácil y de gran impacto. Escanee el código QR a continuación para compartir su valiosa aportación.



Encuesta disponible:
Ahora - 1 de diciembre de 2023



Manténgase
Conectado:



805-487-4222



gctd.org/srtp24

¡Síguenos!



ATTACHMENT D: PHASE 2 CAR CARD



Your Vision, Our Mission

Help Shape the Future of GCTD

GCTD is developing a Short-Range Transit Plan to improve bus service over the next five years. We want your transit experience to be faster, more frequent, and more available when you need it. To do this, we're considering various improvements, including changes to 13 routes and future transit opportunity corridors.

WE WANT TO HEAR FROM YOU!

Please take the survey to view and comment on our draft plan. We're planning for GCTD's future, and we need your input!

The survey is open through **Aug. 11, 2024.**

  **Participate in our community survey for a chance to win a \$50 gift card and 31-day bus pass!**

Su visión es nuestra misión

Ayude a dar forma al futuro de GCTD

GCTD está desarrollando un Plan de Tránsito de Corto Plazo (SRTP por sus siglas en inglés) para mejorar el servicio de autobús en los próximos cinco años. Queremos que su experiencia en el transporte público sea más rápido, más frecuente y más disponible cuando lo necesite. Para hacerlo, estamos considerando varias mejoras, incluyendo cambios en 13 rutas y futuros corredores de oportunidades de tránsito.

¡QUEREMOS ESCUCHAR DE USTED!

Por favor, participe en la encuesta para ver y comentar sobre nuestro plan preliminar. ¡Estamos planificando para el futuro de GCTD, y necesitamos su opinión!

La encuesta estará abierta hasta el **11 de agosto de 2024.**

  **¡Participe en nuestra encuesta comunitaria ahora y tenga la oportunidad de ganar una tarjeta de regalo Visa de \$50 y un pase de autobús de 31 días!**

 **805-487-4222** gctd.org/srtp24 

ATTACHMENT E: COMMUNITY SURVEY

English-US
TMD

GCTD Community Survey

We are looking for feedback on how to improve public transportation services provided by the Gold Coast Transit District. Your information and responses will be used for transportation planning purposes only. Thank you for your help!

About Your Transit Usage
▼


In the last month, how often have you used the following?

	Almost Daily	2-4 times per week	1-4 times per month	I do not use
GCTD Bus*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>
ACCESS (Dial-a-Ride)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
GO Now (Microtransit)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Late Night Safe Rides	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
VCTC (Formerly VISTA)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ojai Trolley	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Camarillo Area Transit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Metrolink (Rail)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Amtrak (Rail)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Uber / Lyft	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Taxi	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

In 2019 (pre-Covid), how often did you use the following?

	Almost Daily	2-4 time per week	1-4 times per month	I did not use
GCTD Bus*	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input checked="" type="radio"/>

English-US		TMD			
ACCESS (Dial-a-Ride)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
VCTC (Formerly VISTA)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ojai Trolley	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Camarillo Area Transit	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Metrolink (Rail)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Amtrak (Rail)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Uber / Lyft	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Taxi	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What is Important to You? 

Please indicate the level of importance of the following areas when choosing whether to use GCTD Bus service

1 = Not Important, and 5 = Very Important

	1	2	3	4	5
Frequency of buses (how often it runs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ease of transfers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Buses being on time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
When service is available (hours of operation)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Distance to the bus stop	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall trip time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cost of riding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ease of paying fare	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

English-US
TMD

Safety onboard bus					
Safety at bus stops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cleanliness inside the bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Seat availability on the bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Customer Service Center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bus Arrival Time Information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Potential Riders ▼

Besides the availability of a car, what is the primary reasons you do not ride GCTD?

- Riding the bus takes too long
- Too many transfers
- Buses do not operate frequently enough
- Buses do not operate at the time I need them
- There are no bus stops near my destination
- Safety and security
- Routes and schedules are too confusing
- I don't know how to use public transportation
- Other

How familiar are you with the following GCTD services?

English-US	Very	Somewhat	Not at all	TMD
GCTD Bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
GO Access	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
GO Now (Microtransit)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
Late Night Safe Rides	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	
GO Health Zones	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	

About You ▼

Gender

Male

Female

Non-binary

Prefer to self-describe

Age

Under 18

19 to 29

30 to 39

40 to 49

50 to 59

English-US 60 to 64 TMD

65 or older

What is your race/ethnicity?

American Indian or Alaska Native

Asian

Black or African American

Hispanic or Latino

Native Hawaiian or Other Pacific Islander

White / Caucasian

Multiple Ethnicity / Other

Are you currently enrolled as a student in any educational institution?

Not currently a student

Elementary School

Middle School/Junior High

High School

Vocational/Trade School

Community College

University/College

English-US TMD

What is your employment status?

Employed full-time

Employed part-time

Not employed

Retired

Not able to work due to Disability

Other

What is your annual household income?

Less than \$23,999

\$24,000 to \$44,999

\$45,000 to \$62,999

\$63,000 to \$72,999

\$73,000 to \$87,999

\$88,000 to \$99,999

\$100,000 or more

Including yourself, how many people live in your household?

English-US TMD

Do you have a mobile phone?

Yes, Android

Yes, iPhone

Yes, non-smartphone

No

What is your home zip code?

Please provide any additional comments on how GCTD service can be improved to meet your needs.

1000

Provide your email address if you would like to be entered for a chance to win a \$50 Visa Gift Card and a 31-Day Bus Pass.

Would you like to subscribe to our email newsletter to receive updates on GCTD transit services?

This is not required to be eligible for the opportunity drawing

Yes No

English-US
TMD

Safety onboard bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety at bus stops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cleanliness inside the bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Seat availability on the bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Customer Service Center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bus Arrival Time Information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Please indicate your level of satisfaction for the following areas of using GCTD Bus service

1 = Not Satisfied, and 5 = Very Satisfied

	1	2	3	4	5
Frequency of buses (how often it runs)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ease of transfers	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Buses being on time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
When service is available (hours of operation)	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Distance to the bus stop	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall trip time	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cost of riding	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Ease of paying fare	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety onboard bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Safety at bus stops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cleanliness inside the bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

English-US Availability on		TMD				
the bus						
Customer Service Center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bus Arrival Time Information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Overall satisfaction with GCTD	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

What time Monday - Friday is it MOST important to have more frequent service (i.e. more buses)?

Early morning (4:00-7:00 am)

AM rush hour (7:00-9:00 am)

Midday (9:00 am to 1:00 pm)

PM rush hour (1:00-5:00 pm)

Early evening (5:00-8:00 pm)

Later evening (After 8:00pm)

What time of the week is it MOST important to expand operating hours?

Earlier on weekday mornings

Later on weekday evenings

Earlier on Saturday mornings

Later on Saturday evenings

Earlier on Sunday mornings

English-US
TMD

Safety onboard bus					
Safety at bus stops	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Cleanliness inside the bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Seat availability on the bus	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Customer Service Center	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Bus Arrival Time Information	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Former Rider ▼

How are you currently making the trip(s) you used to make by GCTD bus?

Select all the apply

Walk

Bike

Drive alone

Carpool

Uber/Lyft/Taxi etc.

Other transit service

I no longer make that trip

Other

Why did you stop using GCTD bus service

Select all that apply

English-US Riding the bus takes too long TMD

On time performance was too poor

Too many transfers, or transferring takes too long

Buses do not operate frequently enough

Buses do not operate at the time I need them

There are no bus stops near my destination

I no longer felt safe or secure on the bus

I no longer make that trip

Other

About You ▾

Gender

Male

Female

Non-binary

Prefer to self-describe

Age

Under 18

English-US Later on Sunday evenings TMD

New Riders

Which reason below best describes your main reasons for starting to use Gold Coast Transit?

- I do not have access to car
- I do not have a driver's license
- It is an affordable way to travel
- To help environment
- It is a healthier option
- I don't want to drive
- Youth Ride Free Program
- College Ride Program
- Other

About You

Gender

- Male
- Female
- Non-binary

ATTACHMENT F: DRAFT RECOMMENDATIONS SURVEY

English-US TMD

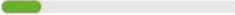
GCTD Draft Recommendations Survey

The last few years have brought significant change to West Ventura County, impacting every aspect of life - including public transportation. To better serve our community, Gold Coast Transit District (GCTD) needs a transportation network that reflects the new ways we live, work, shop, travel, and play. The Short Range Transit Plan (SRTP) is the tool to get us where we need to go.

WE WANT TO HEAR FROM YOU!

Take our survey and tell us which recommendations you support or how we can improve them. The recommendations will be refined based on your feedback and final recommendations will be presented to the GCTD Board later this summer.

As part of this study, GCTD is considering seven alignment alternatives made up of different routing and stop locations. We would like your feedback on these alignments which will be filtered down to list of top options.

Next  Page 1 of 6

English-US TMD

GCTD Draft Recommendations Survey

Route Recommendation Feedback

Individual route recommendations have been developed for the GCTD bus system based on a review of the existing services, travel market, and customer survey conducted last fall. This information was summarized into an Existing Conditions report which was presented to the GCTD Board of Directors in March 2024.

We are now looking for your feedback on the draft service change recommendations. These recommendations were developed to meet the goals of this SRTP which are:

- Improving Mobility
- Enhancing Customer Experience
- Focusing on Equity
- Financial Sustainability
- Environmental Stewardship

The draft plan has the following systemwide benefits:

- Improves weekday peak frequency on six routes and weekend peak frequency on seven routes
- Increases access to 30 minute or better weekday peak service by 21%
- Increases access to 40 minute or better weekend peak service by 73%
- Improves weekend evening service frequency and span
- Improves timed transfers at Oxnard Transit Center, Ventura Transit Center, and The Esplanade.

[\[ROUTE RECOMMENDATIONS PDF\]](#)
[\[DRAFT RECOMMENDATIONS VIDEO\]](#)

Would you like to provide feedback on the Draft Route Recommendations

Yes No

Select which route recommendations you would like provide feedback on.

Route 1: Port Hueneme - Oxnard Transit Center

Route 2: Colonia - Downtown Oxnard

Route 3: J St - Centerpoint Mall - Lemonwood

Route 4A/B: North Oxnard - Ventura Rd - St. John's

The screenshot displays a web interface for reviewing transit routes. At the top, there is a language selector 'English-US' and a user identifier 'TMD'. The main content area lists 12 transit routes, each with a checked checkbox and a description. The routes are:

- Route 5: Hemlock - Seabridge - Wooley
- Route 6: Oxnard - Ventura - Main St
- Route 7: Oxnard College - Centerpoint Mall
- Route 8: OTC - Oxnard College - Centerpoint Mall
- Route 10: Pacific View Mall - Telegraph - Saticoy
- Route 11: Pacific View Mall - Telephone - Wells
- Route 15: Esplanade - El Rio - St. John's
- Route 16: Downtown Ojai - Pacific View Mall
- Route 17: Esplanade - Oxnard College
- Route 19: OTC - 5th St - Airport - Gonzales Rd
- Route 21: Port Hueneme - Ventura - Victoria Ave
- Route 23: Oxnard College - Naval Base - Esplanade

At the bottom of the list, there are two buttons: 'Back' and 'Next'. To the right of these buttons is a progress bar and the text 'Page 2 of 6'.

The screenshot displays a web interface for the "GCTD Draft Recommendations Survey". At the top, there is a navigation bar with "English-US" on the left and "TMD" on the right. The main content area is titled "Route Feedback" and features a dropdown menu for "Route 1: Port Hueneme - Oxnard Transit Center". Below this, the "Alignment and Schedule" section is partially visible. The "Proposed Changes" section lists five bullet points: simplifying the route, providing 20-minute weekday service with 30-minute service before 7:00am and after 8:00pm, providing 20-minute weekend service with 30-minute service before 8:00am and after 7:00pm, discontinuing service to Ponomo Street, and extending evening service to 10:00pm. The "Benefits" section lists five bullet points: easier routing, reduced duplication, improved service speed, time transfers with Route 6 at Oxnard Transit Center, and improved evening frequency and hours.

English-US TMD

GCTD Draft Recommendations Survey

Route Feedback

Route 1: Port Hueneme - Oxnard Transit Center

Alignment and Schedule

Proposed Changes

- Simplify into one route and change routing on south end to serve J St
- Provide 20 min weekday service on entire route with 30-minute service before 7:00am and after 8:00pm
- Provide 20 min weekend service with 30 min service before 8:00am on weekends and after 7:00pm
- Service to Ponomo Street discontinued, but walking distance to Route 23 on Ventura Road.
- Extend evening service to 10:00pm

Benefits

- Routing easier to understand
- Reduce service duplication
- Improve service speed
- Time transfers with Route 6 at Oxnard Transit Center
- Improve evening frequency and hours

English-US
TMD

— Proposed Route/Ruta Propuesta
- - - Eliminated Route Segment/
 Segmento de Ruta Eliminado
— Proposed Network/Red de Rutas Propuesta

Do you agree with the proposed changes to Route 1?

Strongly disagree
 Disagree
 Neutral
 Agree
 Strongly agree

Provide any specific feedback on this recommendation

1000

Route 2: Colonia - Downtown Oxnard ▼

Alignment and Schedule ⌵

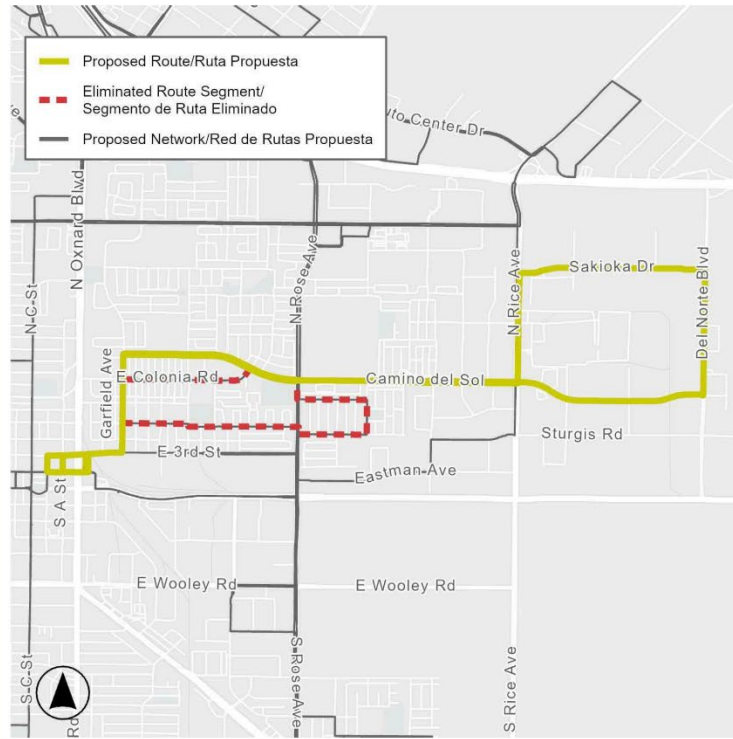
Proposed Changes

- Relocate route to Camino Del Sol and extent to industrial area east of Rice Ave
- Revised routes 4A/B will operate at increased frequency providing service along Third St.
- Improve weekday peak service to every 30 minutes

English-US Impacted Colonia riders have short walk to Camino Del Sol on 3rd St
 Shift service span to 6:00am - 8:00pm on weekdays and 6:00am to 7:00pm on weekends TMD

Benefits

- Improve route safety and speed by moving route to Camino Del Sol
- Improve employment access to new industrial developments
- Improve peak hour frequency



Do you agree with the proposed changes to Route 2?



Provide any specific feedback on this recommendation.

1000

English-US TMD

Route 3: J St - Centerpoint Mall - Lemonwood

Discontinuation

Proposed Changes

- Eliminate Route
- Impacted stops are within walking distance to C St and Ventura Rd
- Channel Islands Boulevard and Lemonwood neighborhood will be served by revised Route 21

Benefits

- More frequent service provided on nearby routes with resource savings
- Reduce service duplication

Do you agree with the proposed changes to Route 3?

Strongly disagree Disagree Neutral Agree Strongly agree

Provide any specific feedback on this recommendation.

1000

Route 4A/B: North Oxnard - Ventura Rd - St. John's

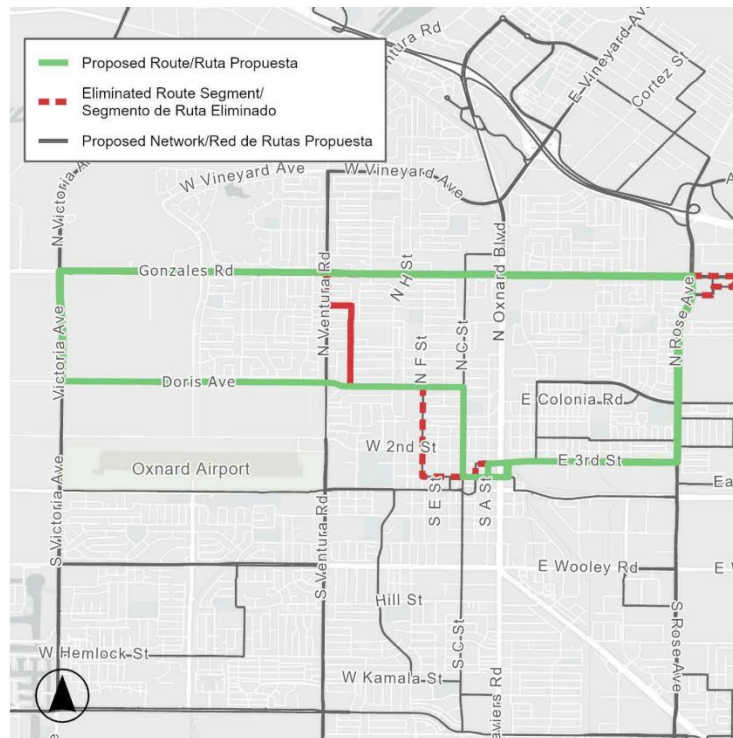
Consolidation and Schedule

Proposed Changes

- Extend route to Victoria Ave to connect to Route 21 and serve Oxnard High School
- Revised routing serves portion of Gonzales Rd that would be affected by the discontinuation of Route 19.
- Operate route at 30 min frequency in both directions weekdays from 7:00am to 8:00pm and 40 min all day on weekends

Benefits

- Simplify routing to improve speed
- Provide same frequency on both clockwise and counterclockwise routing
- Extend frequent service to Oxnard High School and connect to Victoria Ave
- Reduce service duplication



English-US TMD

Do you agree with the proposed changes to Route 4?

Strongly disagree Disagree Neutral Agree Strongly agree

Provide any specific feedback on this recommendation.

1000

Route 5: Hemlock - Seabridge - Wooley ▼

Alignment ▲ ▼

Proposed Changes

- Extend route to Victoria Ave to connect to Route 21 and serve Oxnard High School
- Revised routing serves portion of Gonzales Rd that would be affected by the discontinuation of Route 19.
- Operate route at 30 min frequency in both directions weekdays from 7:00am to 8:00pm and 40 min all day on weekends

Benefits

- Simplify routing to improve speed
- Provide same frequency on both clockwise and counterclockwise routing
- Extend frequent service to Oxnard High School and connect to Victoria Ave
- Reduce service duplication

English-US
TMD

— Proposed Route/Ruta Propuesta

- - - Eliminated Route Segment/
Segmento de Ruta Eliminado

— Proposed Network/Red de Rutas Propuesta

Do you agree with the proposed changes to Route 5?

○

○

○

○

○

Strongly disagree
Disagree
Neutral
Agree
Strongly agree

Provide any specific feedback on this recommendation.

1000

Route 6: Oxnard - Ventura - Main St ▼

Schedule ⌵

Proposed Changes

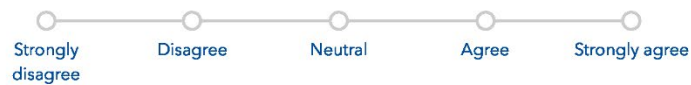
- Provide 20-minute all day service on entire route with 40-minute service before 7:00am and after 7:00pm on all days
- No routing changes
- Extend service to 10:00pm on all days

Benefits

- Improve weekday peak frequency
- Improve weekend evening frequency
- Time transfers with Route 1 at Oxnard Transit Center
- Later weekday evening service to Ventura College



Do you agree with the proposed changes to Route 6?



Provide any specific feedback on this recommendation.

1000

Route 7: Oxnard College - Centerpoint Mall ▼

Proposed Changes

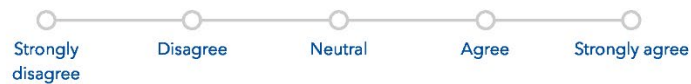
- Eliminate Route
- Old Rd and Butler Rd area to be served by revised Route 8

Benefits

- More frequent service provided on nearby routes with resource savings
- Reduce service duplication



Do you agree with the proposed changes to Route 7?



Provide any specific feedback on this recommendation.

English-US TMD

1000

Route 8: OTC - Oxnard College - Centerpoint Mall

Alignment and Schedule

Proposed Changes

- Extend route to serve Butler and Olds Road area no longer served by Route 7
- Rose Ave south of Channel Islands Blvd will continue to be served by Route 17
- Improved route to consistent 40-minute frequency all day
- Shift span of service to 6:00am - 8:00pm

Benefits

- More frequent service
- Cover section of discontinued Route 7
- Reduce service duplication

Map showing the proposed transit route (blue line) and eliminated route segment (red dashed line) in Oxnard. The proposed route includes segments along S Oxnard Blvd, Bard Rd, Saviers Rd, and 5th St. The eliminated segment is located south of Channel Islands Blvd along S Oxnard Blvd. The map also shows the proposed network (black lines) and various streets including E-3rd St, Eastman-Ave, E 5th St, E Wooley Rd, Channel-Islands-Bldv, Bard Rd, S Oxnard Blvd, S Rose Ave, and Saviers Rd.

English-US TMD

Do you agree with the proposed changes to Route 8?

Strongly disagree Disagree Neutral Agree Strongly agree

Provide any specific feedback on this recommendation.

1000

Route 10: Pacific View Mall - Telegraph - Saticoy

Alignment ▲ ▼

Proposed Changes

- Eliminate portion of Route 10 serving Saticoy neighborhood
- Add Route 18 school tripper route to connect Saticoy neighborhood to Buena High School
- Service to Saticoy will continue to be provided by Route 11
- Reduce weekend evening hours to 8:00pm

Benefits

- More efficient scheduling
- Time transfers with Route 11

English-US
TMD

— Proposed Route/Ruta Propuesta

- - - Eliminated Route Segment/
Segmento de Ruta Eliminado

— Proposed Network/Red de Rutas Propuesta

Do you agree with the proposed changes to Route 10?

○
Strongly
disagree

○
Disagree

○
Neutral

○
Agree

○
Strongly agree

Provide any specific feedback on this recommendation.

1000

Route 11: Pacific View Mall - Telephone - Wells ▼

Schedule ▲


Proposed Changes

- Improve weekend frequency to 30 min on weekdays between 7:00am and 7:00pm and 40 min on weekends
- No routing changes

English-US TMD

Benefits

- Consistent 30 min weekday frequency during both morning and afternoon
- Improve weekend frequency



Do you agree with the proposed changes to Route 11?

Strongly disagree Disagree Neutral Agree Strongly agree

Provide any specific feedback on this recommendation.

1000

Route 15: Esplanade - El Rio - St. John's ▼

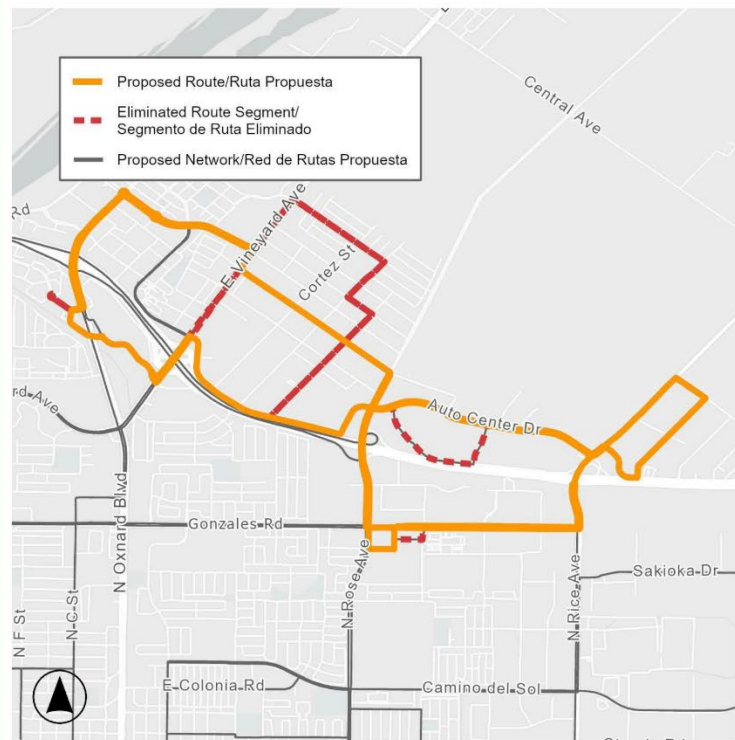
Alignment and Schedule

Proposed Changes

- Simplify routing into a clockwise (15A) and counter-clockwise loop (15B)
- Route will connect to Riverpark to cover proposed discontinued section of Route 23
- Service will be provided every 60 minutes on both directions of loop
- Start service earlier at 6:00am on all days

Benefits

- Improve transit access to Nyeland Acres
- Simplify routing for ease of use
- Improved connections to Riverpark



Do you agree with the proposed changes to Route 15?



Provide any specific feedback on this recommendation.

English-US TMD

1000

Route 16: Downtown Ojai - Pacific View Mall

Schedule

Proposed Changes

- Extend evening service to 9:00pm on weekdays
- No routing changes

Benefits

- Extend weekday evening service

The map displays the proposed route for Route 16, highlighted in blue. The route starts in Ventura, travels north along Ventura Ave, then turns east through Oak View and Mira Monte Ojai Ave, ending at Meiners Oaks Ojai. Key geographical features include Lake Casitas, Red Mountain, and Sulphur Mountain. A legend in the bottom right corner identifies the blue line as the 'Proposed Route/Ruta Propuesta' and the grey lines as the 'Proposed Network/Red de Rutas Propuesta'. A north arrow is located in the top left corner of the map area.

English-US TMD

Do you agree with the proposed changes to Route 16?

Strongly disagree Disagree Neutral Agree Strongly agree

Provide any specific feedback on this recommendation.

1000

Route 17: Esplanade - Oxnard College ▼

Alignment and Schedule ▲ ▼

Proposed Changes

- Modify routing near Esplanade to use the freeway for faster travel time between Esplanade and Rose Ave
- Discontinued section of route will be served by revised Route 15
- Improve frequency to 30 min on weekdays from 7:00am to 7:00pm
- Improve frequency to 40 min on weekends from 7:00am to 6:00pm

Benefits

- Improve travel times
- Improve frequency during weekday peaks and evening
- Improved weekend frequency with longer hours
- Later weekday evening service to Oxnard College

English-US
TMD

Do you agree with the proposed changes to Route 17?

○
Strongly
disagree

○
Disagree

○
Neutral

○
Agree

○
Strongly agree

Provide any specific feedback on this recommendation.

Route 19: OTC - 5th St - Airport - Gonzales Rd ▼

Discontinuation

Proposed Changes

- Eliminate Route
- Revised Routes 4 and 15 will serve affected portion of Gonzales Rd. with increased frequency on the portion served by revised Route 4
- Industrial areas east of Rose Ave. would be served by revised Route 2

English-US TMD

Benefits

- More frequent service provided on nearby routes with resource savings
- Reduce service duplication

Do you agree with the proposed changes to Route 19?

Strongly disagree Disagree Neutral Agree Strongly agree

Provide any specific feedback on this recommendation.

1000

Route 21: Port Hueneme - Ventura - Victoria Ave ▼

Alignment and Schedule

English-US TMD

Proposed Changes

- Extend southern end of route to serve Channel Islands Blvd between Centerpoint Mall and Lemonwood affected by discontinuation of Route 3
- Improve weekday frequency to 30 min between 7:00am and 6:00pm
- Improve weekend frequency to 40 min between 7:00am and 6:00pm

Benefits

- Cover section of discontinued Route 3
- Improve weekday evening frequency
- Improve weekend frequency all-day

Legend:
— Proposed Route/Ruta Propuesta
- - - Eliminated Route Segment/ Segmento de Ruta Eliminado
— Proposed Network/Red de Rutas Propuesta

Do you agree with the proposed changes to Route 21?

Strongly disagree Disagree Neutral Agree Strongly agree

Provide any specific feedback on this recommendation.

English-US TMD

1000

Route 23: Oxnard College - Naval Base - Esplanade ▼

Alignment and Schedule ▲

Proposed Changes

- No change to routing.
- Improve weekday evening frequency to 30 min from 7:00am to 7:00pm and extend evening hours to 10:00pm
- Improve weekend frequency to 40 min from 7:00am to 6:00pm and extend hours to 6:00am - 8:00pm

Benefits

- Improve weekday evening service frequency
- Improve weekend frequency all day
- Later weekday service to Oxnard College

The map displays the proposed transit route (red line) and the broader proposed network (black lines). The route begins at Port Hueneme, travels north along Ventura Rd, turns east onto Wineyard Ave, then south onto E-Gonzales Rd. From there, it continues east along S-Oxnard Blvd, then south onto Bard Rd, west onto Hueneme Rd, and finally north onto S-Rose Ave. The map also shows other major roads like W-Gonzales Rd, S-Rice Ave, and S-Oxnard Blvd. Key locations such as Oxnard Airport and Oxnard are marked. A legend in the top right corner identifies the red line as the 'Proposed Route/Ruta Propuesta' and the black lines as the 'Proposed Network/Red de Rutas Propuesta'. A north arrow is located in the bottom left corner.

English-US TMD

Do you agree with the proposed changes to Route 23?

Strongly disagree Disagree Neutral Agree Strongly agree

Provide any specific feedback on this recommendation.

1000

Please provide feedback on other routes or additional services you would like GCTD to consider as part of the SRTP.

1000

[Back](#) [Next](#) Page 3 of 6

The screenshot shows a survey interface with a green header bar containing 'English-US' and 'TMD'. The main content area has a white background with a green border. The title is 'GCTD Draft Recommendations Survey'. Below it is a section header 'Transit Opportunity Corridor Feedback'. The text describes the study of a Transit Opportunity Corridor (TOC) in western Ventura County, mentioning service frequency and amenities. It also states that seven alignment alternatives are being considered. There are two blue links: '[TRANSIT OPPORTUNITY CORRIDOR PDF]' and '[TRANSIT OPPORTUNITY CORRIDOR VIDEO]'. A question asks 'Would you like to provide feedback on the Transit Opportunity Corridors?' with two radio button options: 'Yes' (selected) and 'No'. At the bottom, there are 'Back' and 'Next' buttons, a progress bar, and the text 'Page 4 of 6'.

English-US TMD

GCTD Draft Recommendations Survey

Transit Opportunity Corridor Feedback

In parallel with the SRTP, GCTD is studying the feasibility of creating a Transit Opportunity Corridor (TOC) in western Ventura County. A TOC is designed to provide fast, high-frequency bus service between major destinations with service running every 15- 20 minutes during most of the day. Each stop in a TOC would have enhanced amenities and provide a comfortable and safe location for customers waiting for the bus. At locations with poor access, pedestrian improvements may be part of a TOC project.

As part of this study, GCTD is considering seven alignment alternatives made up of different routing and stop locations. We would like your feedback on these alignments which will be filtered down to list of top options.

[\[TRANSIT OPPORTUNITY CORRIDOR PDF\]](#)
[\[TRANSIT OPPORTUNITY CORRIDOR VIDEO\]](#)

Would you like to provide feedback on the Transit Opportunity Corridors?

Yes No

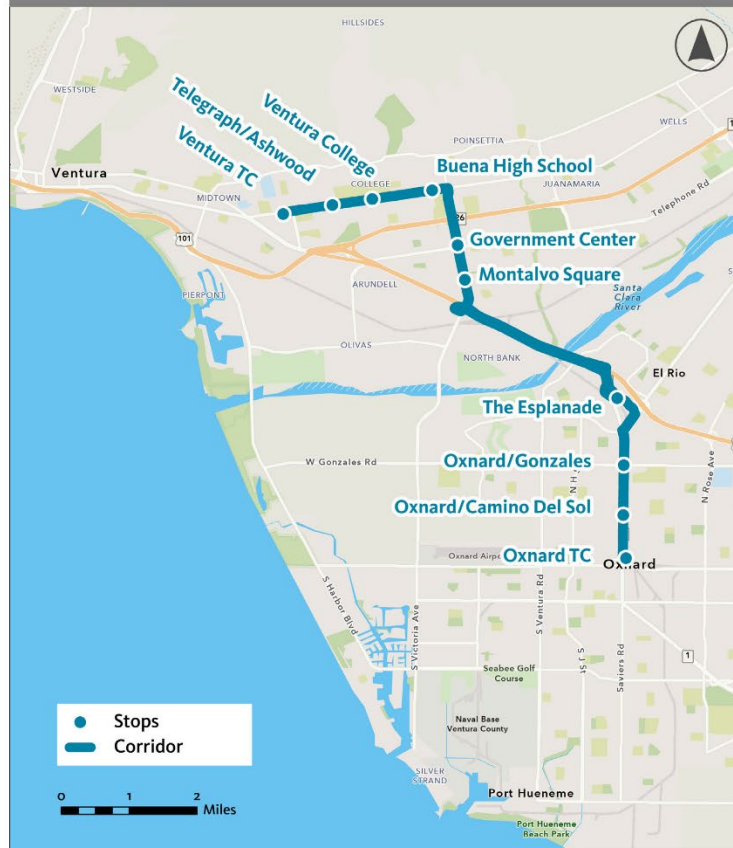
Back Next Page 4 of 6

GCTD Draft Recommendations Survey

Opportunity Corridor Feedback

Please review the seven potential corridors and provide your feedback at the end of the page.

Corridor A: VTC to OTC via Oxnard-Saviers

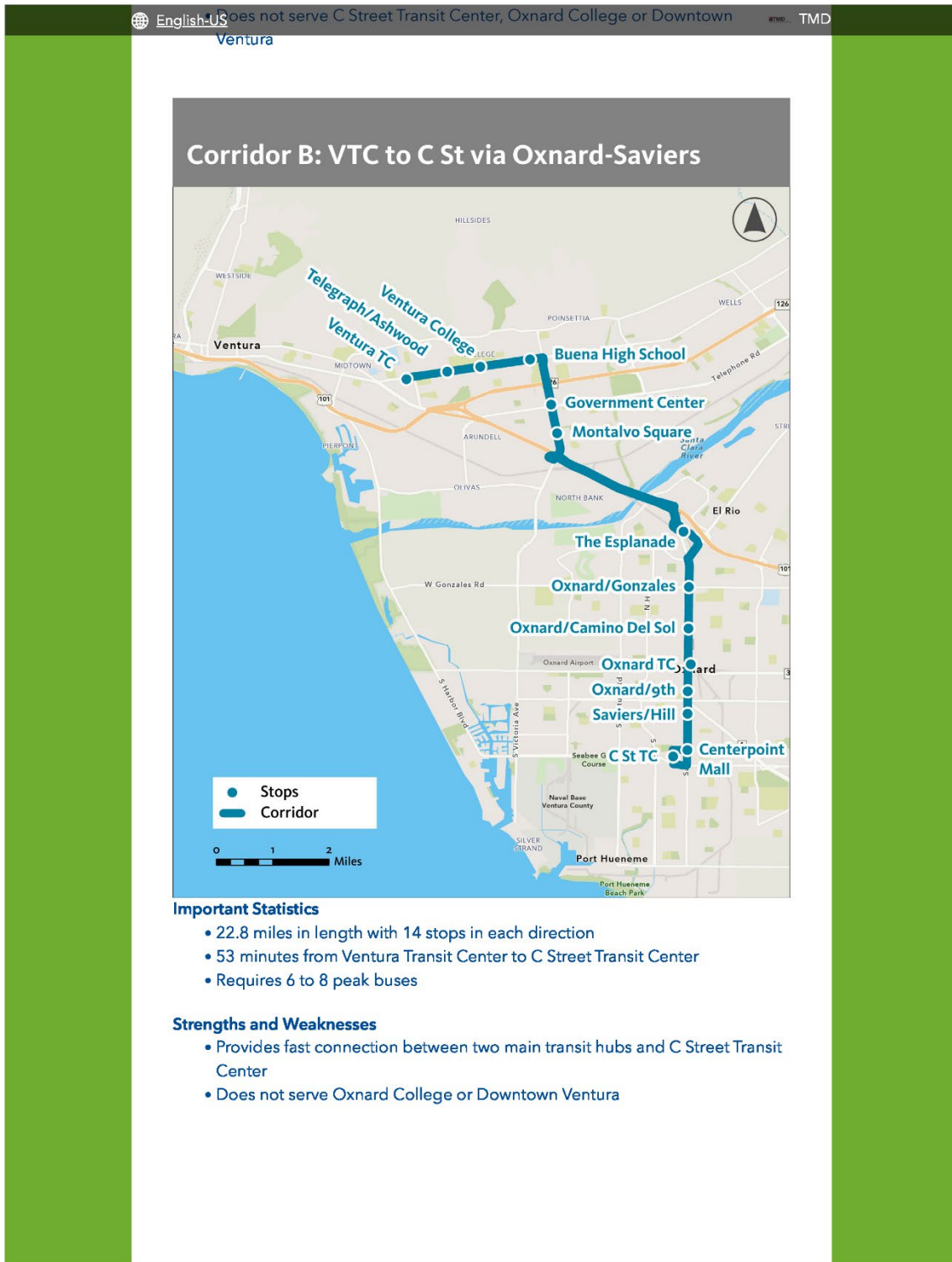


Important Statistics

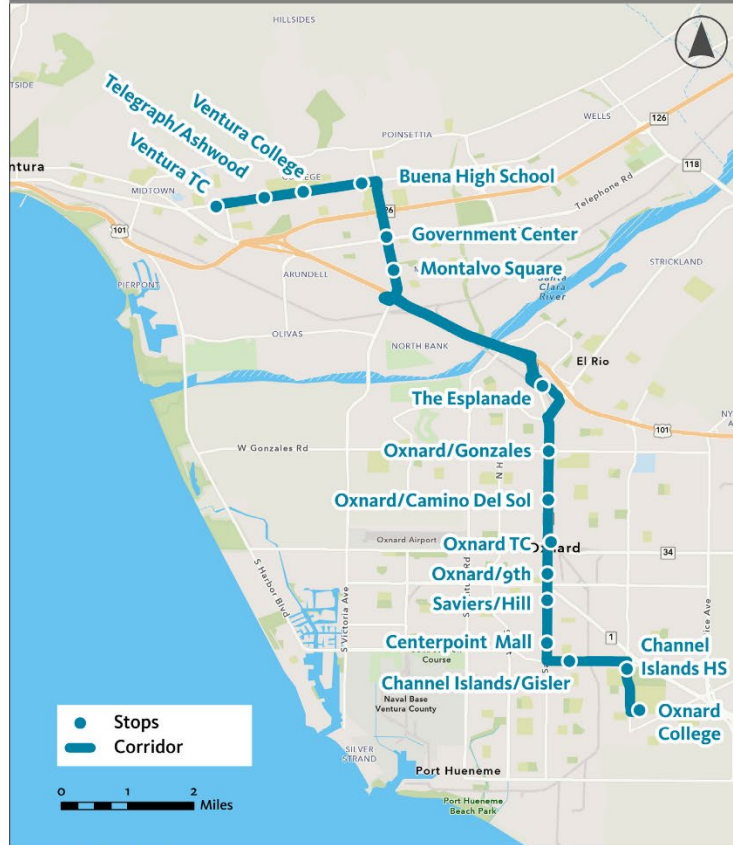
- 18.6 miles in length with 10 stops in each direction
- 43 minutes from Ventura Transit Center to Oxnard Transit Center
- Requires 5 to 7 peak buses

Strengths and Weaknesses

- Provides fast connection between two main transit hubs
- Lowest relative cost of all alternatives



Corridor C: VTC to College via Oxnard-Saviers

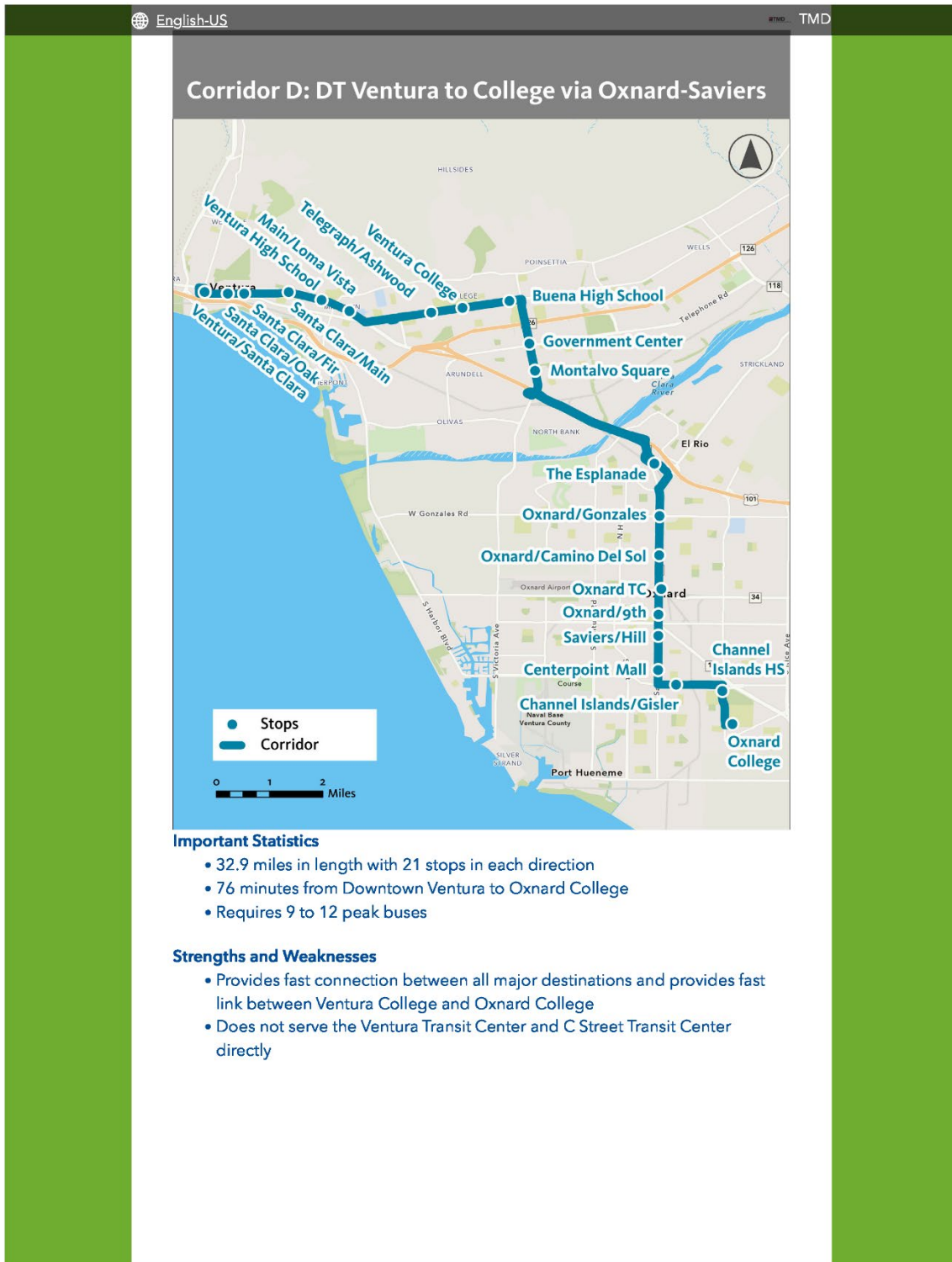


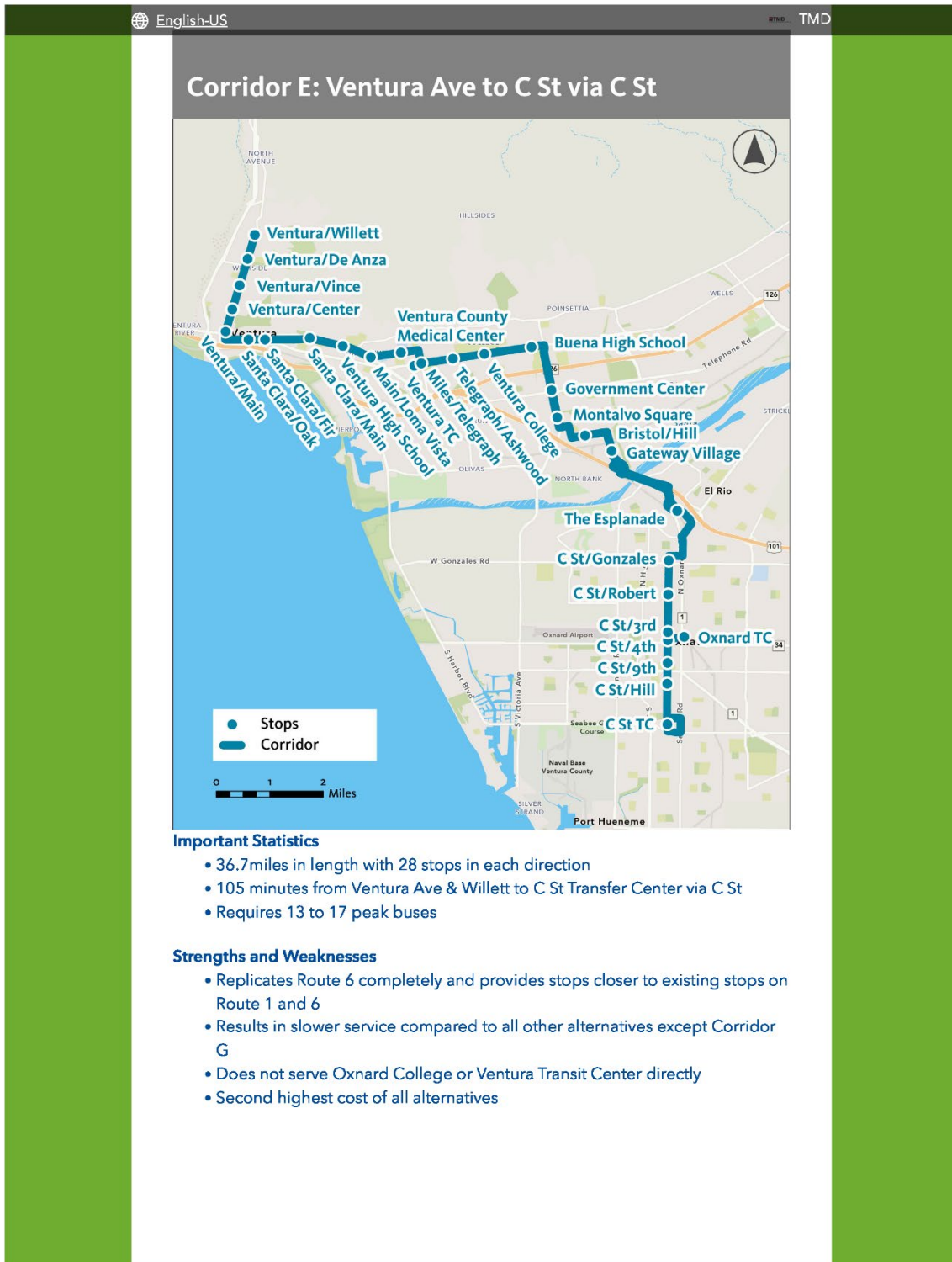
Important Statistics

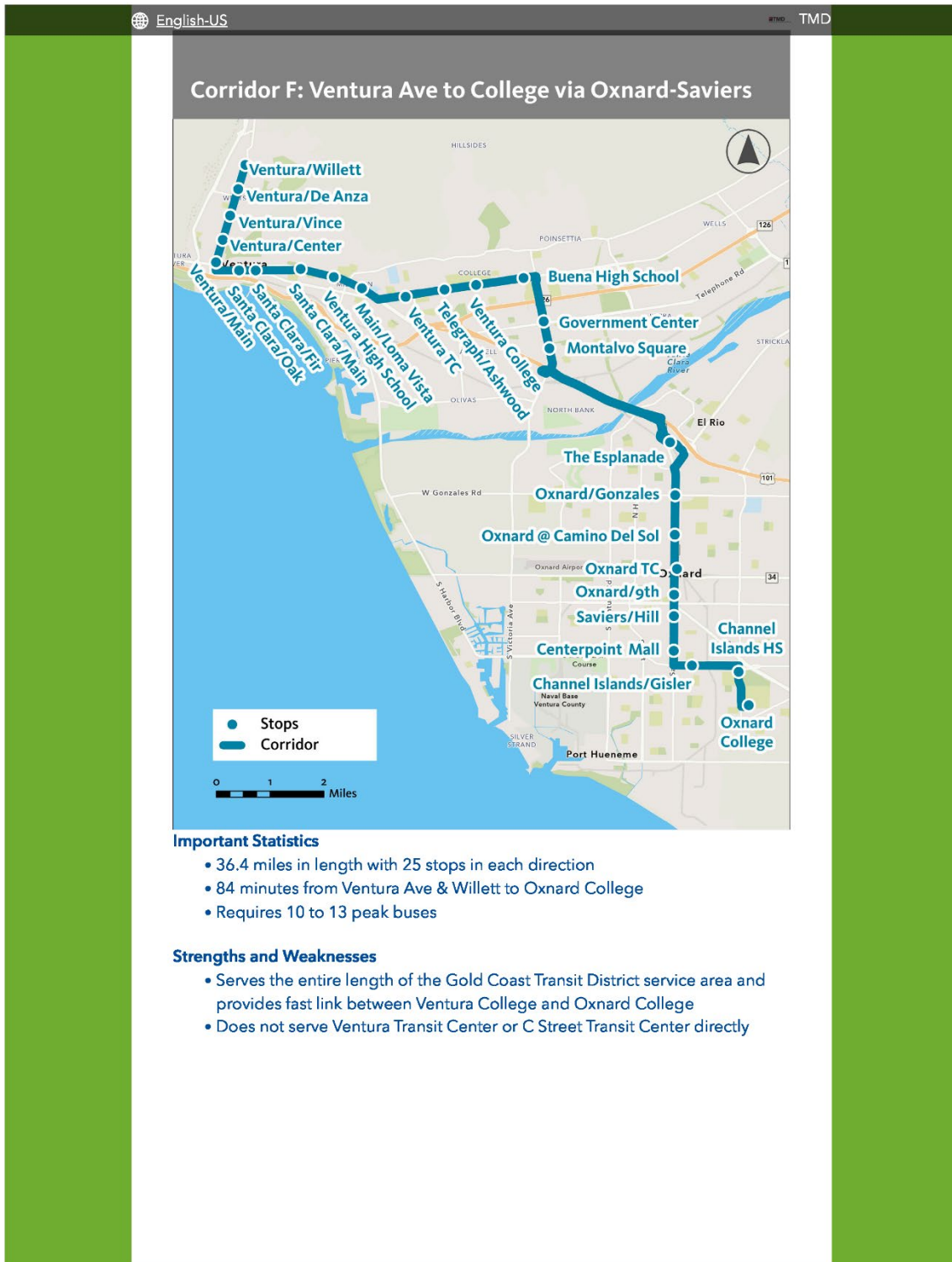
- 28.2 miles in length with 16 stops in each direction
- 61 minutes from Ventura Transit Center to Oxnard College
- Requires 7 to 10 peak buses

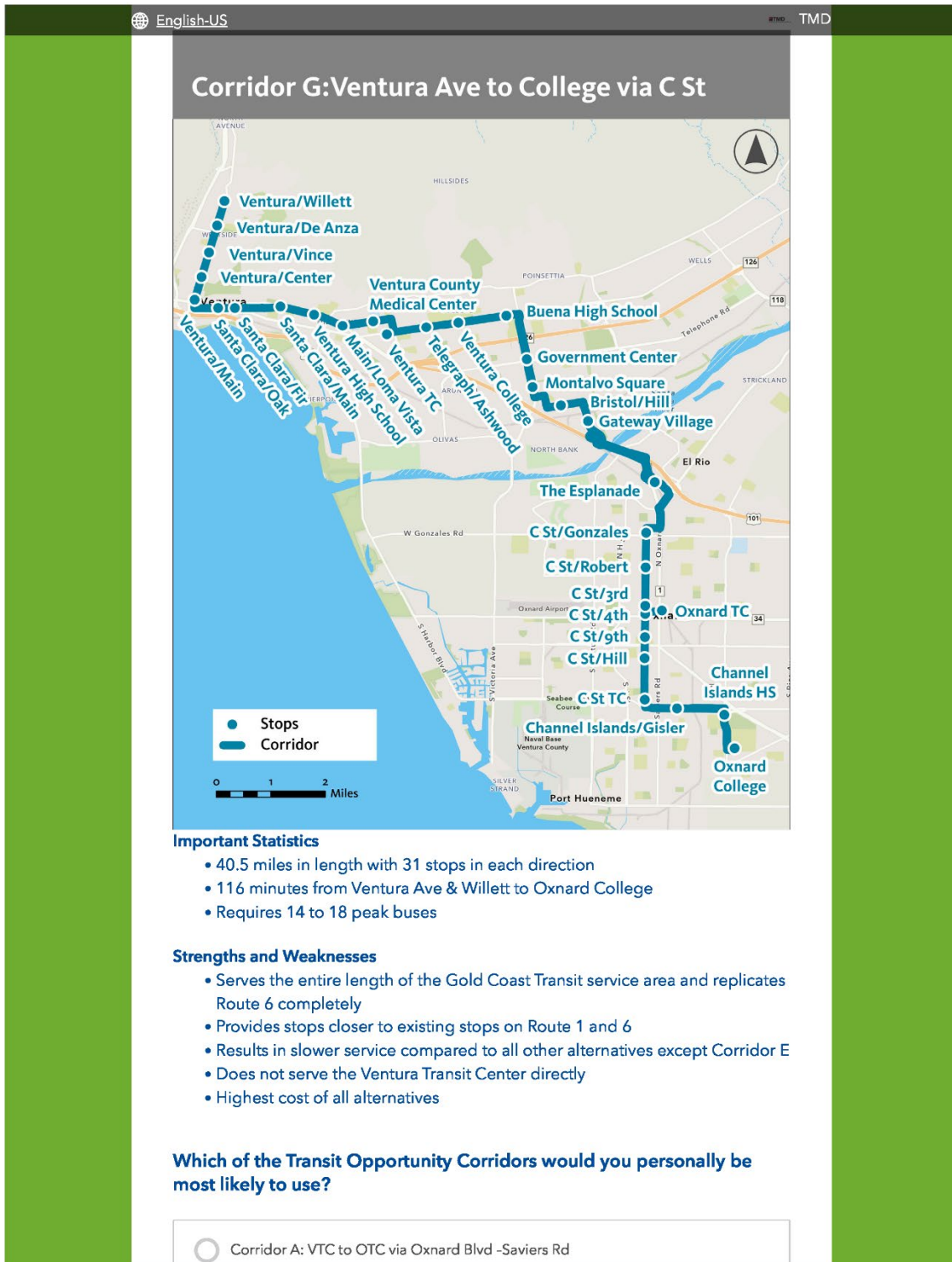
Strengths and Weaknesses

- Provides fast connection between two main transit hubs, and Oxnard College
- Provides fast link between Ventura College and Oxnard College
- Does not serve C Street Transit Center directly or Downtown Ventura









English-US TMD

Corridor B: VTC to C St via Oxnard Blvd -Saviers Rd

Corridor C: VTC to Oxnard College via Oxnard Blvd -Saviers Rd

Corridor D: Downtown Ventura to Oxnard College via Oxnard Blvd -Saviers Rd

Corridor E: Ventura Ave to CTC via C St

Corridor F: Ventura Ave to College via Oxnard Blvd -Saviers Rd

Corridor G: Ventura Ave to Oxnard College via C St

None

Why is this type of service appealing to you?

Faster

More Direct

Stops where I need to go

I would not use this service

Other

Please provide any specific feedback you have on the Transit Opportunity Corridors or propose a new corridor.

1000

English-US TMD

GCTD Draft Recommendations Survey

About You

In the last month, how often have used GCTD bus service?

Almost Daily

2-4 times per week

1-4 times per month

I do not use

What is your race/ethnicity?

American Indian or Alaska Native

Asian

Black or African American

Hispanic or Latino

Native Hawaiian or Other Pacific Islander

White / Caucasian

Multiple Ethnicity / Other

What is your annual household income?

Less than \$23,999

English-US TMD

\$24,000 to \$44,999

\$45,000 to \$62,999

\$63,000 to \$72,999

\$73,000 to \$87,999

\$88,000 to \$99,999

\$100,000 or more

Including yourself, how many people live in your household?

What is your home zip code?

Provide your email address if you would like to be entered for a chance to win a \$50 Visa Gift Card and a 31-Day Bus Pass.


Would you like to subscribe to our email newsletter to receive updates on GCTD transit services?

This is not required to be eligible for the opportunity drawing

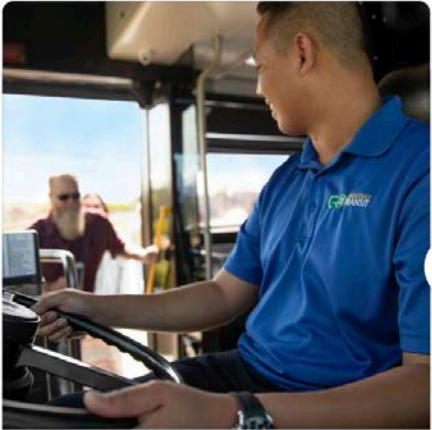

Yes No

Page 6 of 6


ATTACHMENT G: PHASE 1 SOCIAL MEDIA POST

 **Gold Coast Transit District**
Published by Sandra Gonzalez
November 16, 2023 · 🌐

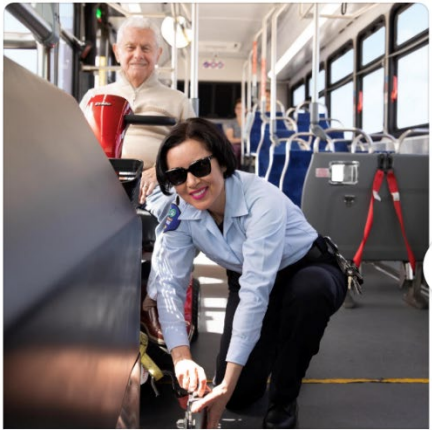

Take GCTD's survey to enhance transportation in West Ventura County! Share your thoughts, even if you don't ride the bus, and you could win a \$50 Visa gift card and a free bus pass. Your opinion is valuable!



[Complete our survey](#) [Learn more](#) [Share your thoughts](#) [Learn more](#) [Feed](#)

 **Gold Coast Transit District**
Published by Sandra Gonzalez
November 6, 2023 · 🌐

¡Responda a la encuesta de GCTD para mejorar el transporte en el oeste del condado de Ventura! Comparta sus ideas y podrá ganar una tarjeta de regalo Visa de \$50 y un pase de autobús gratis. ¡Su opinión es valiosa!



[Tome nuestra encuesta](#) [Learn more](#) [Ayude su comunidad](#) [Learn more](#) [Se b com](#)

ATTACHMENT H: PHASE 2 SOCIAL MEDIA POST

Gold Coast Transit District
Published by Sandra Gonzalez
July 23

Your vision is our mission! Take the survey and help shape the future of GCTD. Your feedback, especially as a current rider, is crucial to enhancing our services. You could win a \$50 VISA gift card and a 31-Day bus pass!

Your Vision is GCTD's Mission

COMMENT ON GCTD'S 5-YEAR PLAN TO IMPROVE SERVICE FOR A CHANCE TO WIN \$50 AND A 31-DAY BUS PASS

SURVEY123.ARCGIS.COM
Take the survey!

[Learn more](#)

The image is a social media post for the Gold Coast Transit District. At the top, it features the GCTD logo and the name 'Gold Coast Transit District', published by Sandra Gonzalez on July 23. The main text of the post reads: 'Your vision is our mission! Take the survey and help shape the future of GCTD. Your feedback, especially as a current rider, is crucial to enhancing our services. You could win a \$50 VISA gift card and a 31-Day bus pass!'. Below this is a large graphic with the headline 'Your Vision is GCTD's Mission'. The graphic shows a blue and green Gold Coast Transit bus (number 4049) at a stop with passengers. The background of the graphic is a blue sky with colorful, wavy lines in shades of blue, green, and yellow. At the bottom of the graphic, it says 'COMMENT ON GCTD'S 5-YEAR PLAN TO IMPROVE SERVICE FOR A CHANCE TO WIN \$50 AND A 31-DAY BUS PASS'. Below the graphic, there is a link 'SURVEY123.ARCGIS.COM' and a button that says 'Take the survey!'. In the bottom right corner of the post area, there is an information icon and a button that says 'Learn more'.

Gold Coast Transit District
Published by Sandra Gonzalez
July 23

¡Su visión es nuestra misión! Participe en la encuesta y ayude a dar forma al futuro de GCTD. Sus comentarios, especialmente como pasajero actual, son cruciales para mejorar nuestros servicios. ¡Podría ganar una tarjeta de regalo VISA de \$50 y un pase de autobús de 31 días!

Su visión es la misión de GCTD

¡COMENTE SOBRE EL PLAN DE 5 AÑOS DE GCTD PARA MEJORAR EL SERVICIO!
TENDRÁ LA OPORTUNIDAD DE GANAR \$50 Y UN PASE DE AUTOBÚS DE 31 DÍAS


SURVEY123.ARCGIS.COM
¡Tome la encuesta!

[Learn more](#)

ATTACHMENT I: PHASE 1 EMAIL BLAST

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Dear Stakeholder,

Gold Coast Transit District is developing a new Short Range Transit Plan. The purpose of the SRTP is to improve mobility and quality of life in our region. It is a framework that provides a common vision for the future of our transportation system.

The cornerstone of the SRTP is public input. GCTD wants to hear from the community about the condition of the existing transit network. Please take and share GCTD's survey and tell us which parts of the system work well for you and what could be improved. The survey is available through December 1, 2023. Find the survey [here!](#)

If you would like GCTD staff to present more information on this project at your council, board, or committee meeting, please contact Andrea Meza for scheduling - ameza@gctd.org.

Learn more about the SRTP at gctd.org/SRTP24.

Help us Spread the Word!
Below are some tools that you can use to share with your network of stakeholders.

[GCTD SRTP Toolkit](#)

Thank you for your support!

[Take our survey now!](#)

ATTACHMENT J: PHASE 2 EMAIL BLAST

Subscribe	Past Issues	Translate ▼	RSS 📡
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[View this email in your browser](#)



[Help Shape the Future of GCTD](#)

Dear Stakeholder,

GCTD is developing a Short-Range Transit Plan to improve bus service over the next five years. We strive to make the transit experience faster, more frequent, and more accessible whenever it's needed. To do this, we're considering various improvements, including changes to 13 routes and future transit opportunity corridors.

What is a Transit Opportunity Corridor (TOC)? A TOC is designed to provide fast, high-frequency bus service between major destinations, running every 15-20 minutes during most of the day. Each stop in a TOC would have enhanced amenities and provide a comfortable and safe location for customers waiting for the bus. At locations with poor access, pedestrian improvements may be part of a TOC project.

We are conducting a survey to gather feedback on our recommendations. We would like your assistance in spreading this important information within your network.

By completing the survey, respondents could win a \$50 Visa gift card and a 31-day bus pass. The survey is available [here](#) through August 11, 2024.

If you would like GCTD staff to present more information on this project at your council, board, or committee meeting, please contact Andrea Meza for scheduling - ameza@gctd.org.

Learn more about the SRTP at gctd.org/SRTP24.

Help us Spread the Word!
Below are some tools that you can use to share with your network of stakeholders.

[GCTD SRTP Toolkit](#)

Thank you for your support!

[Take the survey!](#)

ATTACHMENT K: PHASE 1 PRESS RELEASE



FOR IMMEDIATE RELEASE October 12, 2023

Contact: Andrea Meza, Communications and Marketing Manager
805-483-3959 x103 | ameza@gctd.org

GOLD COAST TRANSIT DISTRICT SEEKS COMMUNITY INPUT ON TRANSIT IMPROVEMENT PLAN

(Oxnard, CA) – Gold Coast Transit District (GCTD) is seeking feedback from the public on the development of its Short-Range Transit Plan (SRTP). Looking ahead to the next five years, this vital transportation planning tool will guide bus service improvement as the agency's investment in infrastructure and capital projects from 2024-2029.

Community input is the cornerstone of the SRTP process. GCTD encourages anyone who lives, works, or goes to school in Ojai, Oxnard, Port Hueneme, Ventura, and areas in between to provide their thoughts about the current condition of the transit system in Western Ventura County. A community survey to capture this feedback is available now through December 1, 2023 in both English and Spanish at www.gctd.org/SRTP24.

"Our goal is to improve mobility and enhance quality of life in our region," said Vanessa Rauschenberger, GCTD General Manager. "We want to know which aspects of the transit system are working well for people and what needs to be improved. We want to hear from current riders, as well as former and non-riders about what we can do to make riding the bus a better experience."

Survey respondents who provide their contact information will be entered for a chance to win a \$50 Visa gift card and a 31-day bus pass.

GCTD is also offering to provide presentations to stakeholder groups in October and November. Interested organizations can contact Project Manager Austin Novstrup at anovstrup@gctd.org or 805-483-3959 to request a presentation. A recording of the presentation will be available in English and Spanish at www.gctd.org/SRTP24 beginning mid-October.

The SRTP will look at all facets of GCTD transit service and recommend how to improve them. The purpose of the SRTP is to improve mobility and quality of life in the region by:

- Enhancing transit effectiveness and efficiency
- Restructuring bus service to promote economic growth and community connectivity.
- Assessing the feasibility of creating a high-quality transit corridor between Oxnard and Ventura
- Improving ridership, reliability, and customer experience.

The development of the SRTP is a one-year process that began in June 2023 and will conclude with board review of the final plan document in Summer 2024. Another round of community engagement activities is planned for Spring 2024 when the public will have an opportunity to review proposed system improvements, including the feasibility of a new, high-quality transit corridor between Ventura and Oxnard.

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



ATTACHMENT C

Route-by-Route Recommendations

Route 1

Port Hueneme - Oxnard Transit Center

Alignment and Schedule



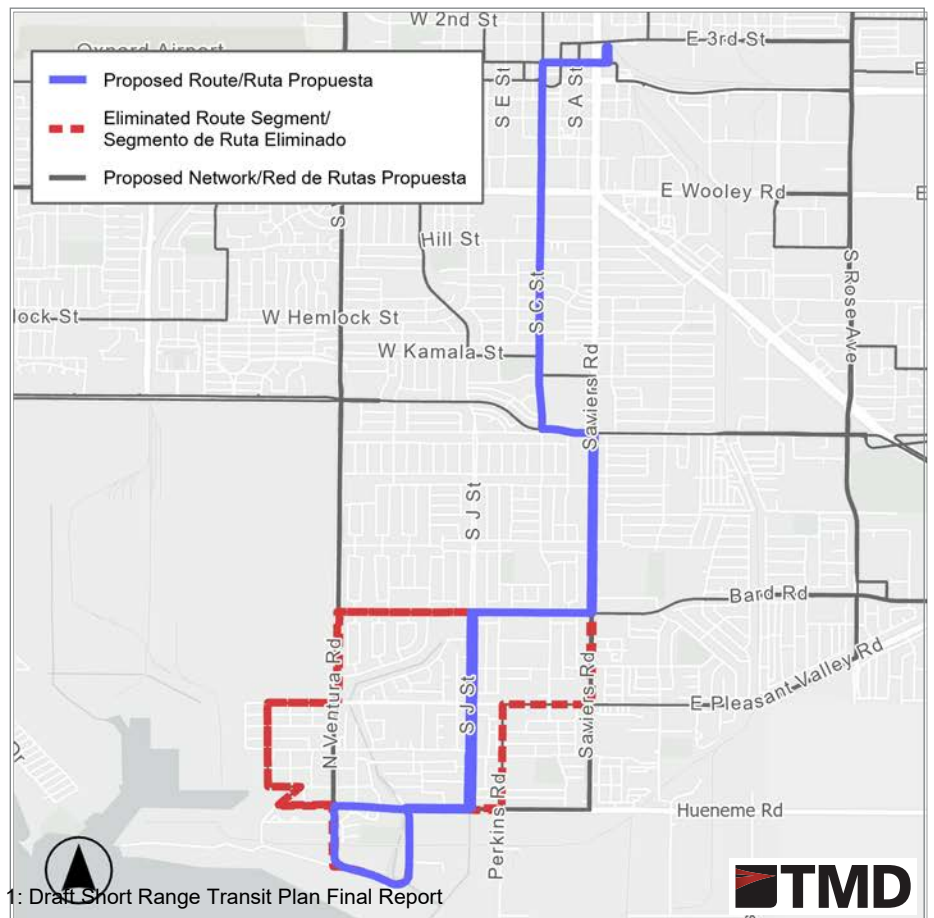
Proposed changes

- Simplify into one route and change routing on south end to serve J St
- Provide 20 min weekday service on entire route with 30-minute service before 7:00am and after 8:00pm
- Provide 20 min weekend service with 30 min service before 8:00am on weekends and after 7:00pm
- Service to Ponoma Street discontinued, but walking distance to Route 23 on Ventura Road.
- Extend evening service to 10:00pm

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	1,320	20	20	20/40	4:45 AM to 9:24 PM	20	20	40	5:00 AM to 10:00 PM	
Saturday	859	20	20	20/40	6:05 AM to 9:17 PM	20	20	20	6:00 AM to 10:00 PM	
Sunday	846	20	20	20/40	6:30 AM to 9:17 PM	20	20	20	6:00 AM to 10:00 PM	

Benefits

- Routing easier to understand
- Reduce service duplication
- Improve service speed
- Time transfers with Route 6 at Oxnard Transit Center
- Improve evening frequency and hours



Route 2

Colonia - Downtown Oxnard

Alignment and Schedule



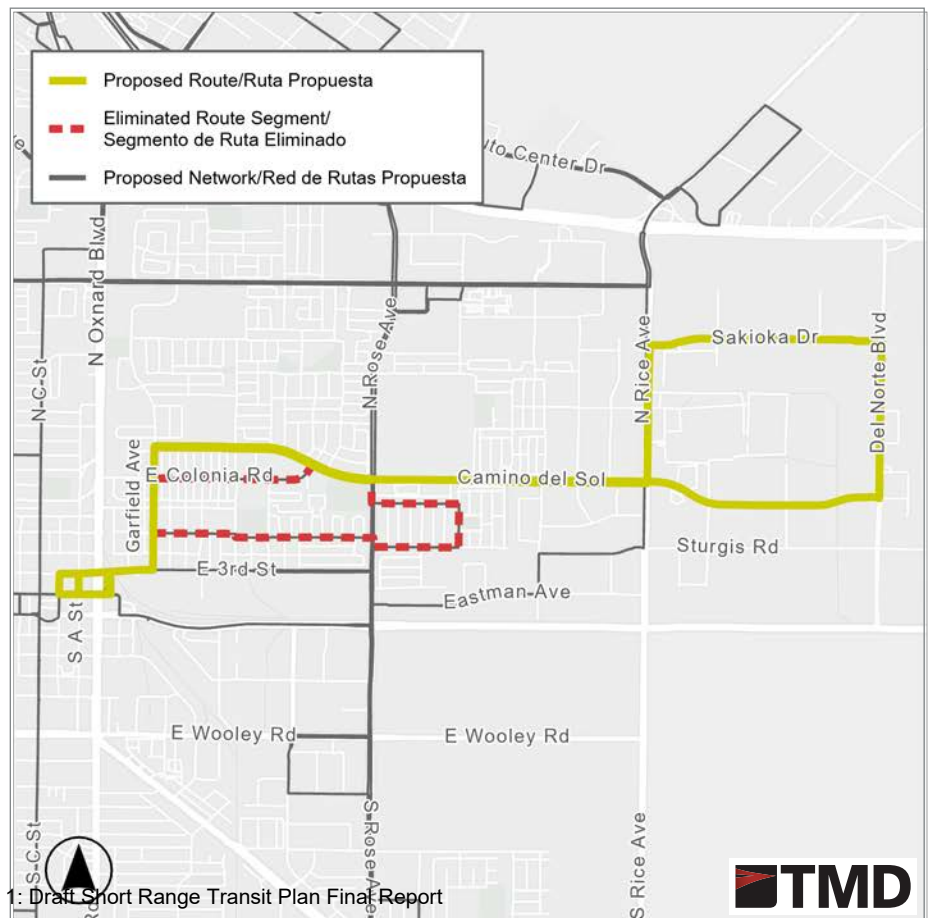
Proposed changes

- Relocate route to Camino Del Sol and extent to industrial area east of Rice Ave
- Revised routes 4A/B will operate at increased frequency providing service along Third St.
- Improve weekday peak service to every 30 minutes
- Impacted Colonia riders have short walk to Camino Del Sol on 3rd St
- Shift service span to 6:00am - 8:00pm on weekdays and 6:00am to 7:00pm on weekends

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	178	60	60	60	5:15 AM to 7:20 PM	30	60	30	6:00 AM to 8:00 PM	
Saturday	155	60	60	60	5:15 AM to 7:20 PM	60	60	60	6:00 AM to 7:00 PM	
Sunday	145	60	60	60	5:15 AM to 7:20 PM	60	60	60	6:00 AM to 7:00 PM	

Benefits

- Improve route safety and speed by moving route to Camino Del Sol
- Improve employment access to new industrial developments
- Improve peak hour frequency



Route 3

J St - Centerpoint Mall - Lemonwood

Discontinuation



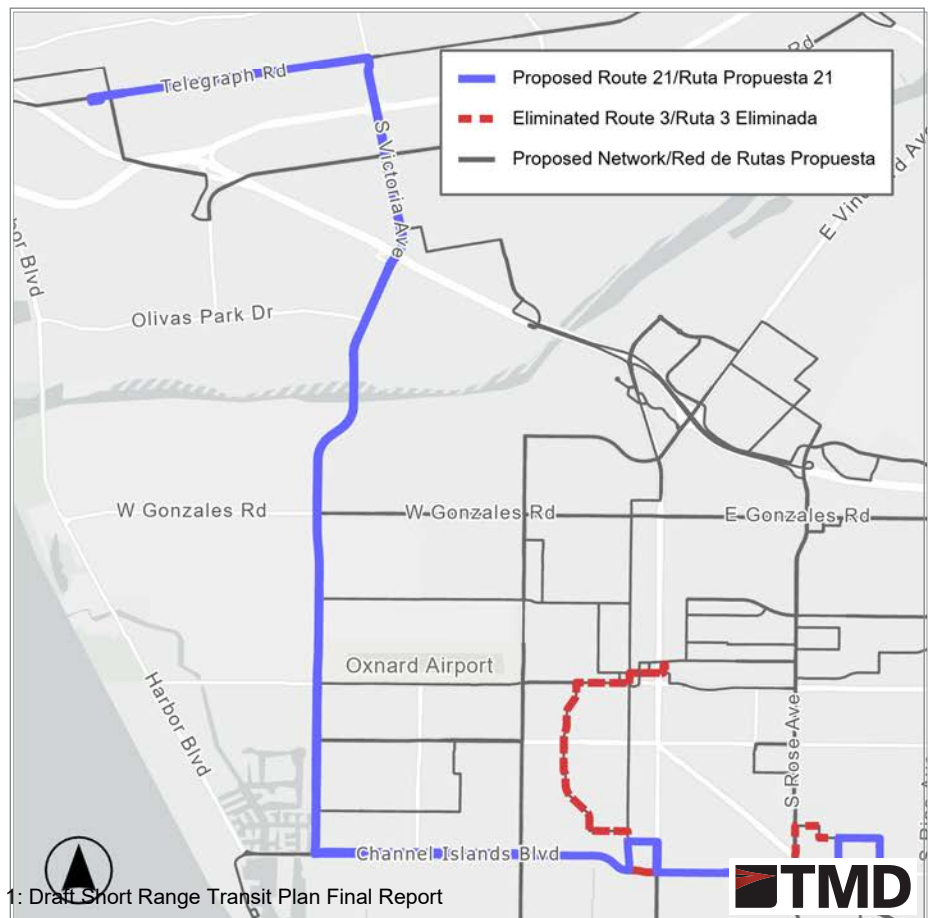
Proposed changes

- Eliminate Route
- Impacted stops are within walking distance to C St and Ventura Rd
- Channel Islands Boulevard and Lemonwood neighborhood will be served by revised Route 21

		CURRENT				PROPOSED			
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours
		Peak	Midday	Evening		Peak	Midday	Evening	
Weekday	305	45	45	45	5:35 AM to 7:48 PM	NS	NS	NS	NS
Saturday	208	45	45	45	5:35 AM to 7:48 PM	NS	NS	NS	NS
Sunday	195	45	45	45	5:35 AM to 7:48 PM	NS	NS	NS	NS

Benefits

- More frequent service provided on nearby routes with resource savings
- Reduce service duplication



Route 4A/B

North Oxnard - Ventura Rd - St. John's

Consolidation and Schedule



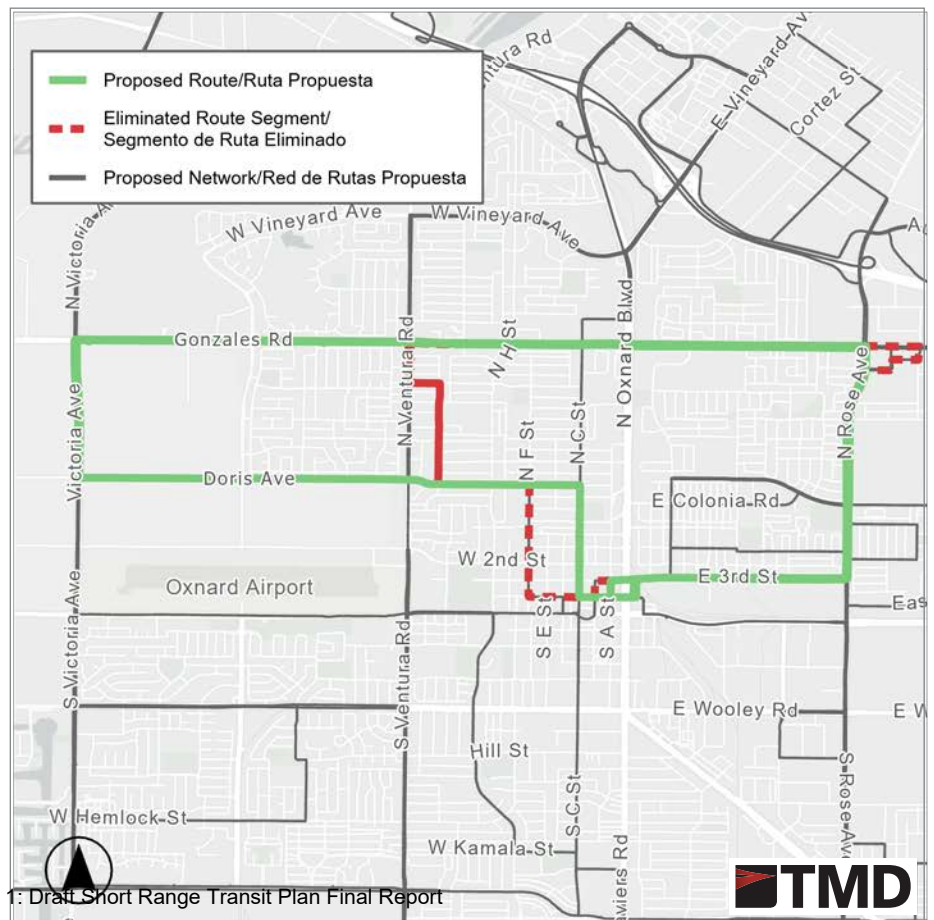
Proposed changes

- Extend route to Victoria Ave to connect to Route 21 and serve Oxnard High School
- Revised routing serves portion of Gonzales Rd that would be affected by the discontinuation of Route 19.
- Operate route at 30 min frequency in both directions weekdays from 7:00am to 8:00pm and 40 min all day on weekends

		CURRENT				PROPOSED			
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours
		Peak	Midday	Evening		Peak	Midday	Evening	
Weekday	787	20/45	20/45	20/45	6:05 AM to 8:25 PM	30	30	30	6:00 AM to 9:00 PM
Saturday	469	20/45	20/45	20/45	6:10 AM to 8:20 PM	40	40	40	6:00 AM to 8:00 PM
Sunday	404	20/45	20/45	20/45	6:10 AM to 8:20 PM	40	40	40	6:00 AM to 8:00 PM

Benefits

- Simplify routing to improve speed
- Provide same frequency on both clockwise and counterclockwise routing
- Extend frequent service to Oxnard High School and connect to Victoria Ave
- Reduce service duplication



Route 5

Hemlock - Seabridge - Wooley

Alignment



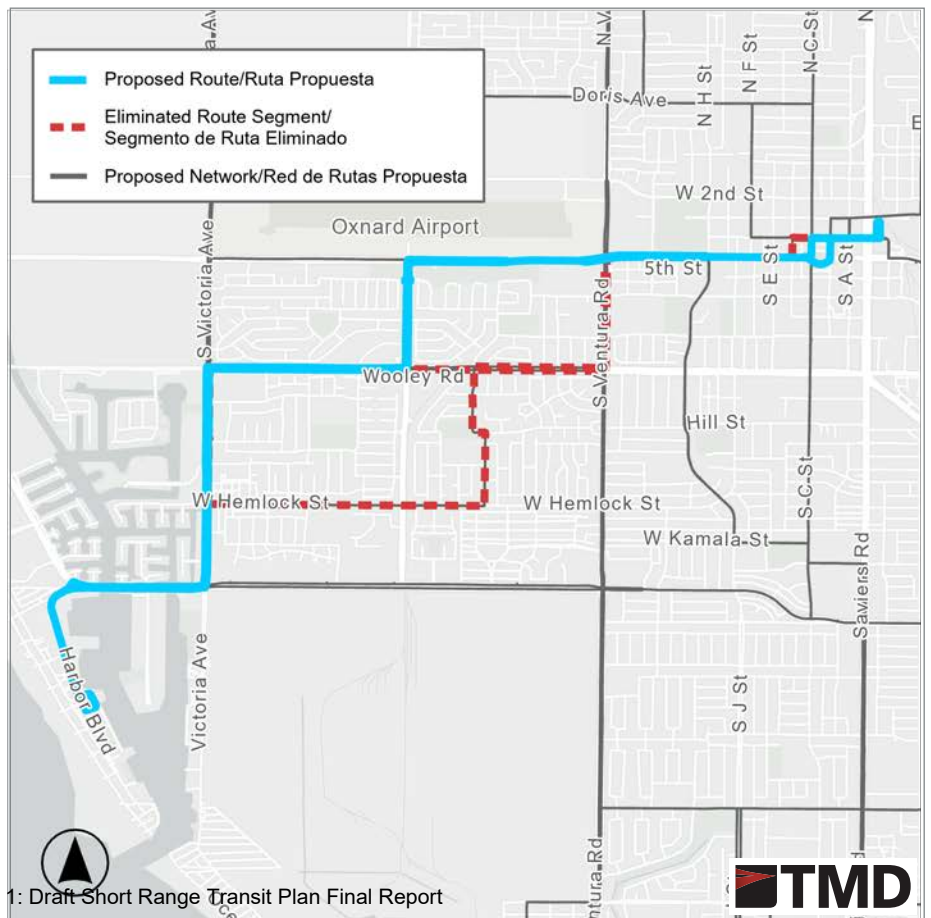
Proposed changes

- Remove loop routing through Marina West neighborhood and extend to Channel Island Harbor
- Impacted riders in Marina West Neighborhood are within walking distance of routes 21 on Victoria Ave and Channel Islands Blvd, and Route 23 on Ventura Rd.
- Reduce to 60 min frequency based on existing ridership demand
- Adjust span of service to 6:00am to 8:00pm on weekdays and 6:00am to 7:00pm on weekends
- Final route alignment revised to serve Oxnard Airport based on public feedback

		CURRENT				PROPOSED			
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours
		Peak	Midday	Evening		Peak	Midday	Evening	
Weekday	154	45	45	45	6:50 AM to 8:15 PM	60	60	60	6:00 AM to 8:00 PM
Saturday	130	45	45	45	6:50 AM to 8:15 PM	60	60	60	6:00 AM to 8:00 PM
Sunday	118	45	45	45	6:50 AM to 8:15 PM	60	60	60	6:00 AM to 8:00 PM

Benefits

- Easier to understand routing
- New service to Channel Islands Harbor



Route 6

Oxnard - Ventura - Main St

Schedule



Proposed changes

- Provide 20-minute all day service on entire route with 40-minute service before 7:00am and after 7:00pm on all days
- No routing changes
- Extend service to 10:00pm on all days

		CURRENT				PROPOSED			
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours
		Peak	Midday	Evening		Peak	Midday	Evening	
Weekday	2,346	30	20	35	4:50 AM to 9:00 PM	20	20	40	5:00 AM to 10:00 PM
Saturday	1,407	30	30	30	5:15 AM to 8:50 PM	30	30	40	6:00 AM to 10:00 PM
Sunday	1,335	30	30	30	5:15 AM to 8:50 PM	30	30	40	6:00 AM to 10:00 PM

Benefits

- Improve weekday peak frequency
- Improve weekend evening frequency
- Time transfers with Route 1 at Oxnard Transit Center
- Later weekday evening service to Ventura College



Route 7

Oxnard College - Centerpoint Mall

Discontinuation



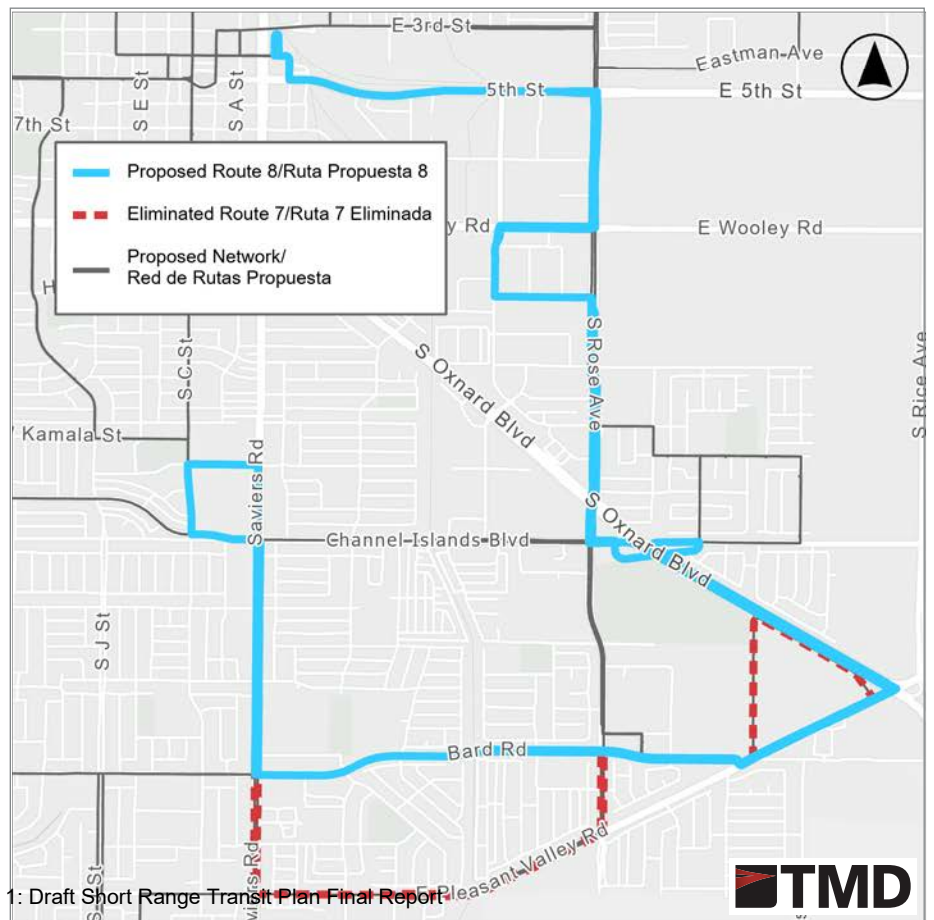
Proposed changes

- Eliminate Route
- Old Rd and Butler Rd area to be served by revised Route 8

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	156	50	50	50	6:50 AM to 7:25 PM	NS	NS	NS	NS	
Saturday	122	50	50	50	6:50 AM to 7:25 PM	NS	NS	NS	NS	
Sunday	135	50	50	50	6:50 AM to 7:25 PM	NS	NS	NS	NS	

Benefits

- More frequent service provided on nearby routes with resource savings
- Reduce service duplication



Route 8

OTC - Oxnard College - Centerpoint Mall

Alignment and Schedule



Proposed changes

- Extend route to serve Butler and Olds Road area no longer served by Route 17
- Rose Ave south of Channel Islands Blvd will continue to be served by Route 17
- Improved route to consistent 40-minute frequency all day
- Shift span of service to 6:00am - 8:00pm

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	210	45	45	45	6:35 AM to 7:30 PM	40	40	40	6:00 AM to 8:00 PM	
Saturday	98	45	45	45	6:35 AM to 7:30 PM	40	40	40	6:00 AM to 8:00 PM	
Sunday	134	45	45	45	6:35 AM to 7:30 PM	40	40	40	6:00 AM to 8:00 PM	

Benefits

- More frequent service
- Cover section of discontinued Route 7
- Reduce service duplication



Route 10

Pacific View Mall - Telegraph - Saticoy

Alignment



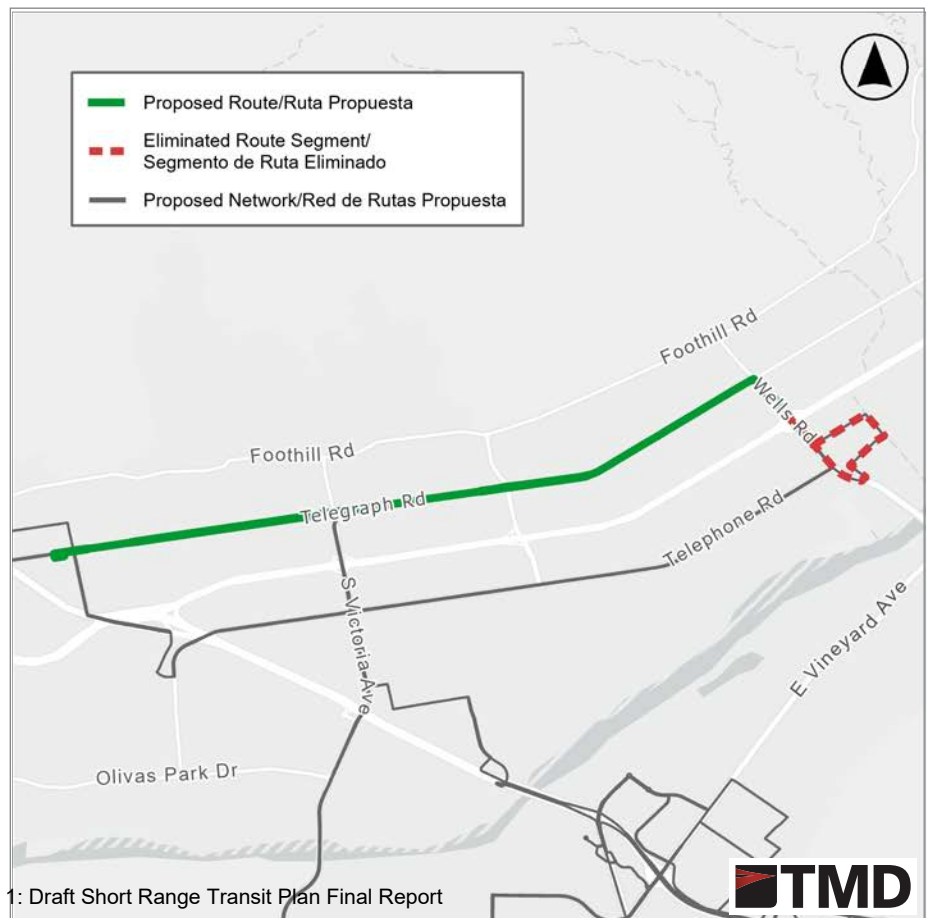
Proposed changes

- Eliminate portion of Route 10 serving Saticoy neighborhood
- Add Route 18 school tripper route to connect Saticoy neighborhood to Buena High School
- Service to Saticoy will continue to be provided by Route 11
- Reduce weekend evening hours to 8:00pm

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	264	60	60	60	6:05 AM to 8:58 PM	60	60	60	6:00 AM to 9:00 PM	
Saturday	116	60	60	60	6:05 AM to 8:58 PM	60	60	60	6:00 AM to 9:00 PM	
Sunday	130	60	60	60	6:05 AM to 8:58 PM	60	60	60	6:00 AM to 9:00 PM	

Benefits

- More efficient scheduling
- Time transfers with Route 11



Route 11

Pacific View Mall - Telephone - Wells

Schedule



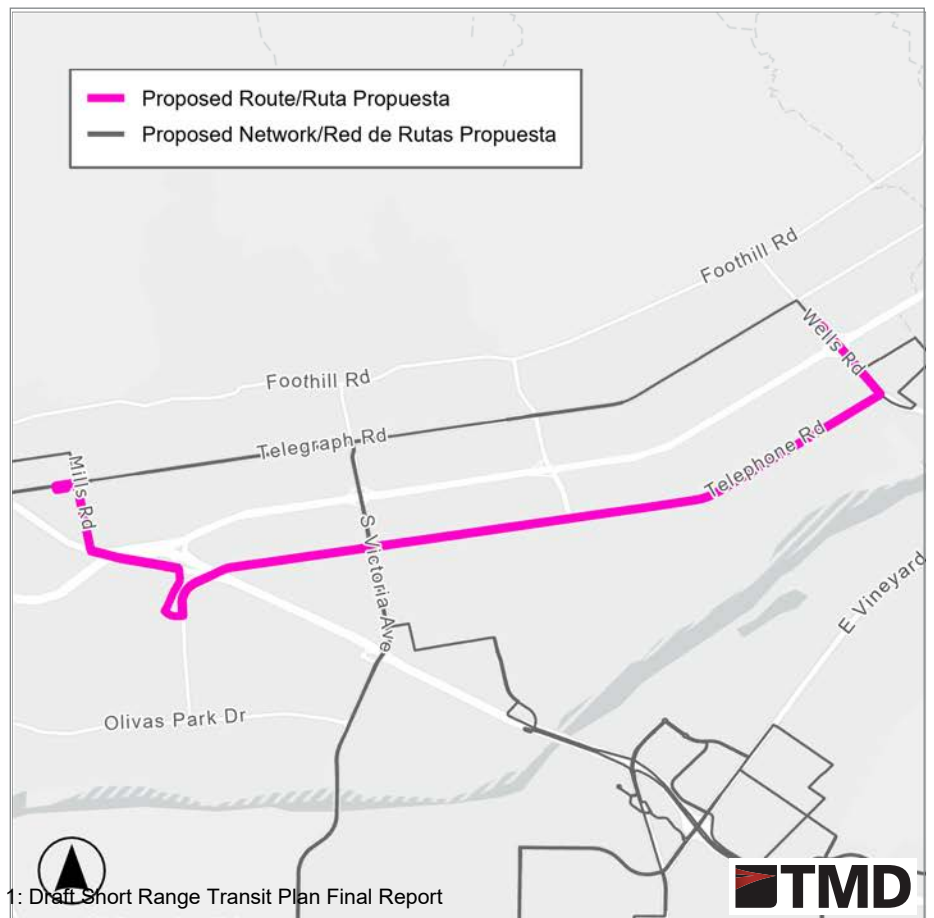
Proposed changes

- Improve weekend frequency to 30 min on weekdays between 7:00am and 7:00pm and 40 min on weekends
- No routing changes

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	631	30	30	30	6:00 AM to 8:40 PM	30	30	30/40	6:00 AM to 9:00 PM	
Saturday	400	45	45	45	6:00 AM to 8:05 PM	40	40	40	6:00 AM to 8:00 PM	
Sunday	328	45	45	45	6:00 AM to 8:05 PM	40	40	40	6:00 AM to 8:00 PM	

Benefits

- Consistent 30 min weekday frequency during both morning and afternoon
- Improve weekend frequency



Route 15

Esplanade - El Rio - St. John's

Alignment and Schedule



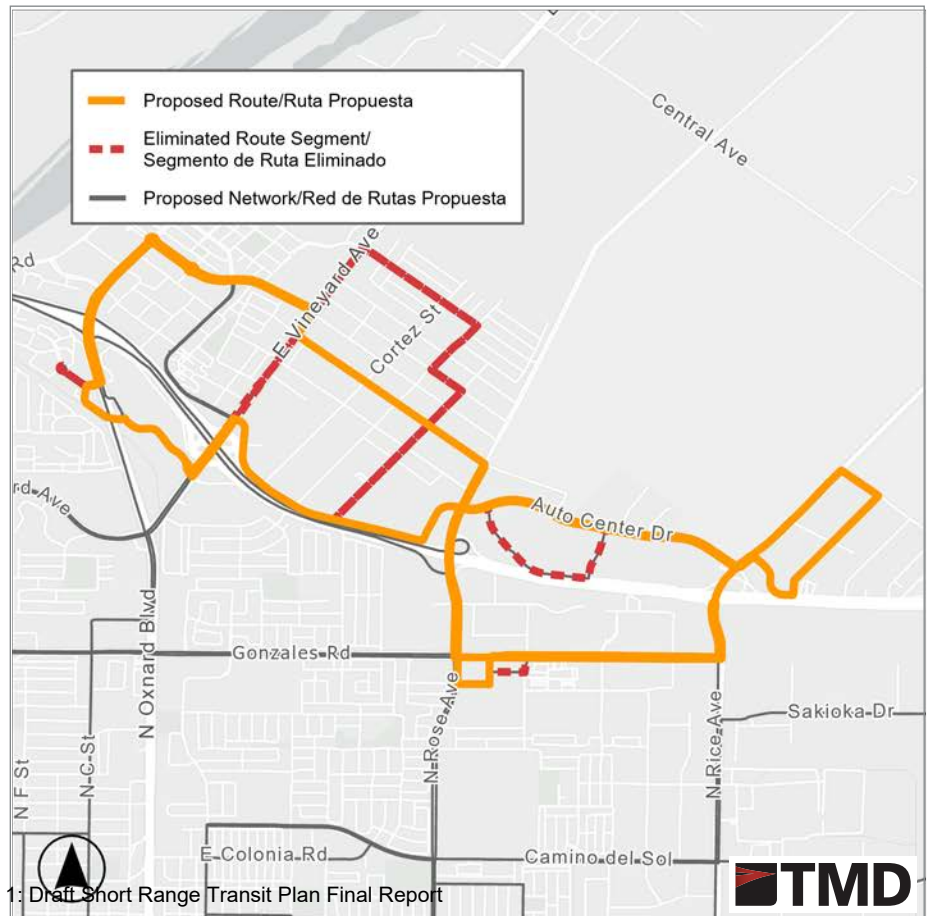
Proposed changes

- Simplify routing into a clockwise (15A) and counter-clockwise loop (15B)
- Route will connect to Riverpark to cover proposed discontinued section of Route 23
- Service will be provided every 60 minutes on both directions of loop
- Start service earlier at 6:00am on all days

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	150	50	50	50	8:15 AM to 6:00 PM	60	60	60	6:00 AM to 6:00 PM	
Saturday	95	50	50	50	8:15 AM to 5:50 PM	60	60	60	6:00 AM to 6:00 PM	
Sunday	100	50	50	50	8:15 AM to 5:50 PM	60	60	60	6:00 AM to 6:00 PM	

Benefits

- Improve transit access to Nyeland Acres
- Simplify routing for ease of use
- Improved connections to Riverpark



Route 16

Downtown Ojai - Pacific View Mall

Schedule



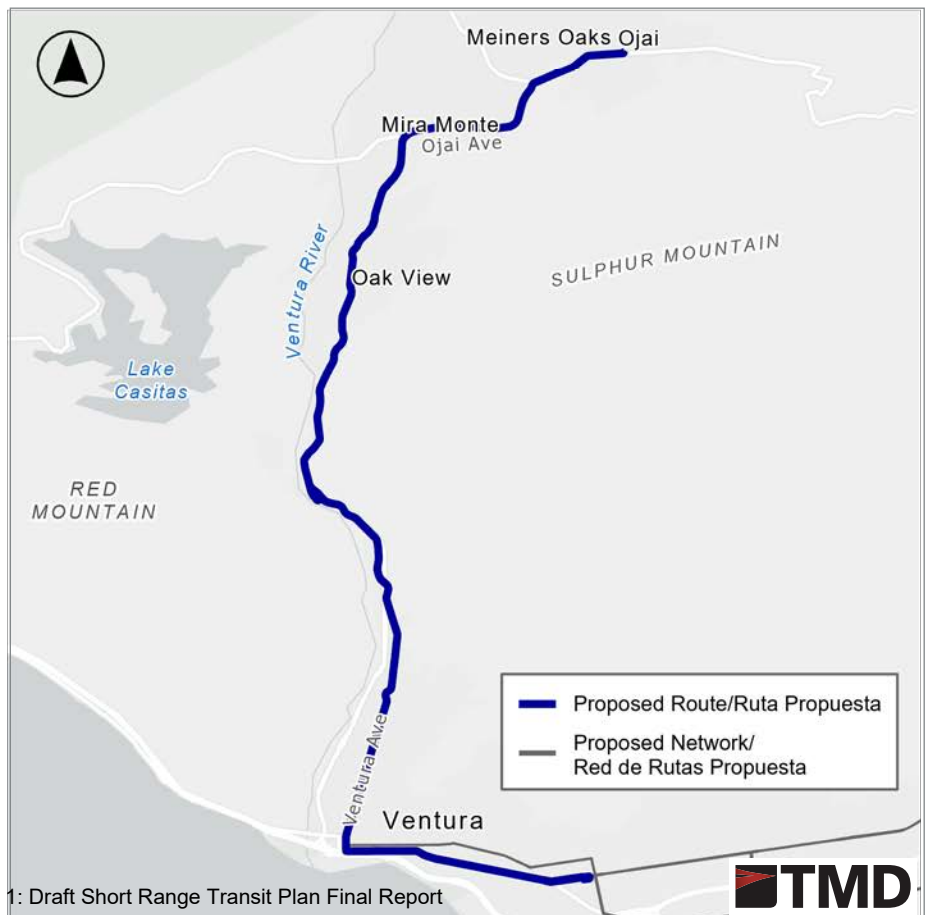
Proposed changes

- Extend evening service to 9:00pm on weekdays
- No routing changes

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	692	60	60	60	5:15 AM to 8:00 PM	60	60	60	5:00 AM to 9:00 PM	
Saturday	506	60	60	60	6:05 AM to 8:00 PM	60	60	60	6:00 AM to 8:00 PM	
Sunday	484	60	60	60	6:05 AM to 8:00 PM	60	60	60	6:00 AM to 8:00 PM	

Benefits

- Extend weekday evening service



Route 17

Esplanade - Oxnard College



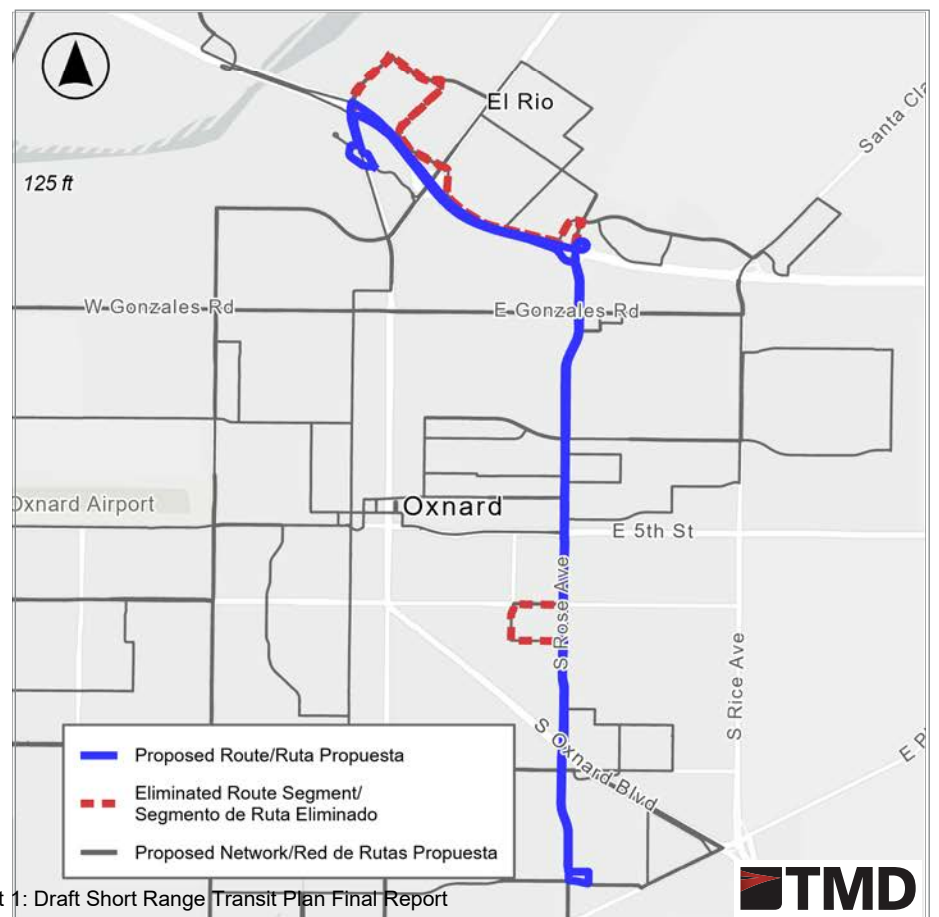
Proposed changes

- Modify routing near Esplanade to use the freeway for faster travel time between Esplanade and Rose Ave
- Discontinued section of route will be served by revised Route 15
- Improve frequency to 30 min on weekdays from 7:00am to 7:00pm
- Improve frequency to 40 min on weekends from 7:00am to 6:00pm

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	375	30/40	30	40	6:21 AM to 8:55 PM	30	30	30/60	6:00 AM to 10:00 PM	
Saturday	178	60	60	60	7:15 AM to 7:55 PM	30	30	60	6:00 AM to 8:00 PM	
Sunday	161	60	60	60	7:15 AM to 7:55 PM	30	30	60	6:00 AM to 8:00 PM	

Benefits

- Improve travel times
- Improve frequency during weekday peaks and evening
- Improved weekend frequency with longer hours
- Later weekday evening service to Oxnard College



Route 19

OTC - 5th St - Airport - Gonzales Rd

Discontinuation



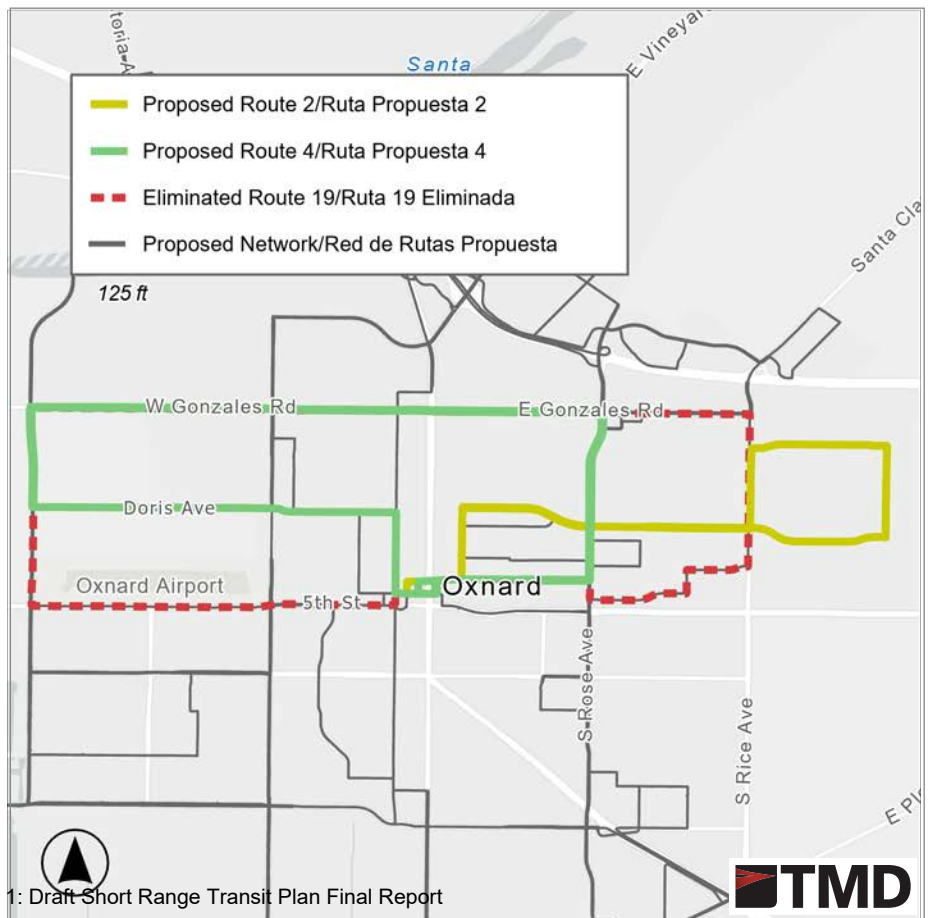
Proposed changes

- Eliminate Route
- Revised Routes 4 and 15 will serve affected portion of Gonzales Rd with increased frequency on the portion served by revised Route 4
- Industrial areas east of Rose Ave. would be served by revised Route 2

		CURRENT				PROPOSED			
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours
		Peak	Midday	Evening		Peak	Midday	Evening	
Weekday	208	60	NS	NS	5:55 AM to 7:10 PM	NS	NS	NS	NS
Saturday	-	NS	NS	NS	NS	NS	NS	NS	NS
Sunday	-	NS	NS	NS	NS	NS	NS	NS	NS

Benefits

- More frequent service provided on nearby routes with resource savings
- Reduce service duplication



Route 21

Port Hueneme - Ventura - Victoria Ave

Alignment and Schedule



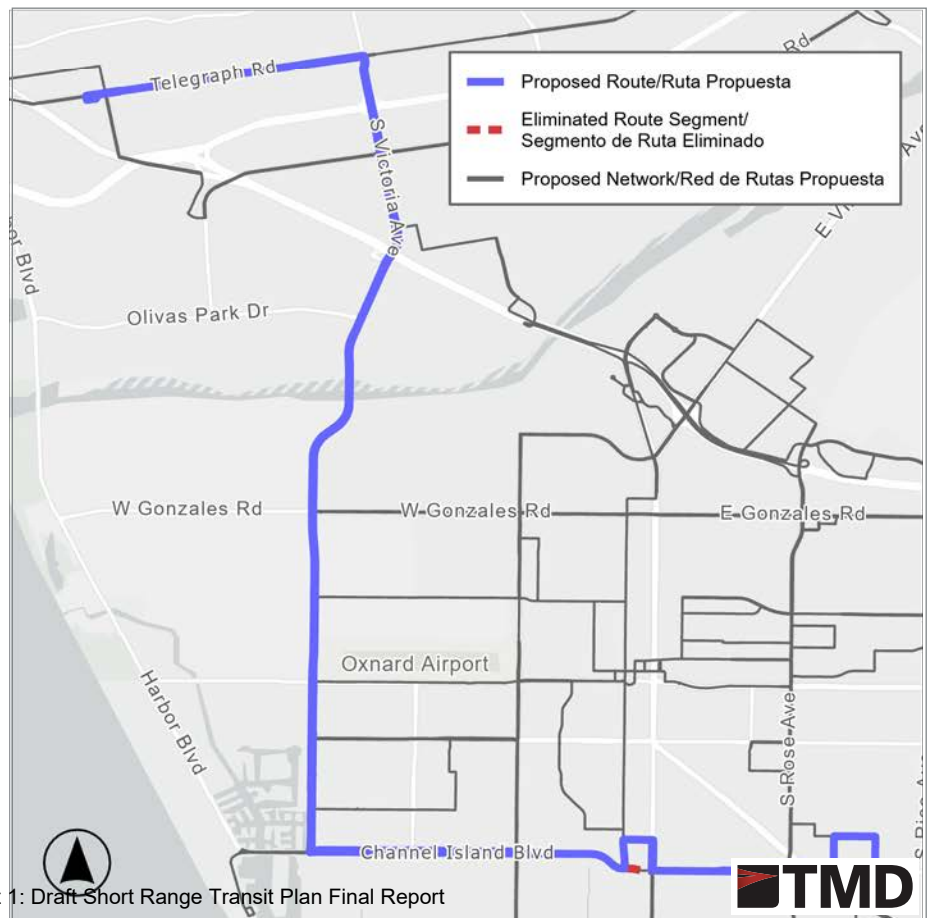
Proposed changes

- Extend southern end of route to serve Channel Islands Blvd between Centerpoint Mall and Lemonwood affected by discontinuation of Route 3
- Improve weekday frequency to 30 min between 7:00am and 6:00pm
- Improve weekend frequency to 40 min between 7:00am and 6:00pm

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	837	30	30	45	5:40 AM to 7:45 PM	30	30	30/40	6:00 AM to 8:00 PM	
Saturday	390	60	60	60	6:15 AM to 7:50 PM	40	40	60	6:00 AM to 8:00 PM	
Sunday	370	60	60	60	6:15 AM to 7:50 PM	40	40	60	6:00 AM to 8:00 PM	

Benefits

- Cover section of discontinued Route 3
- Improve weekday evening frequency
- Improve weekend frequency all-day



Route 23

Oxnard College - Naval Base - Esplanade

Alignment & Schedule



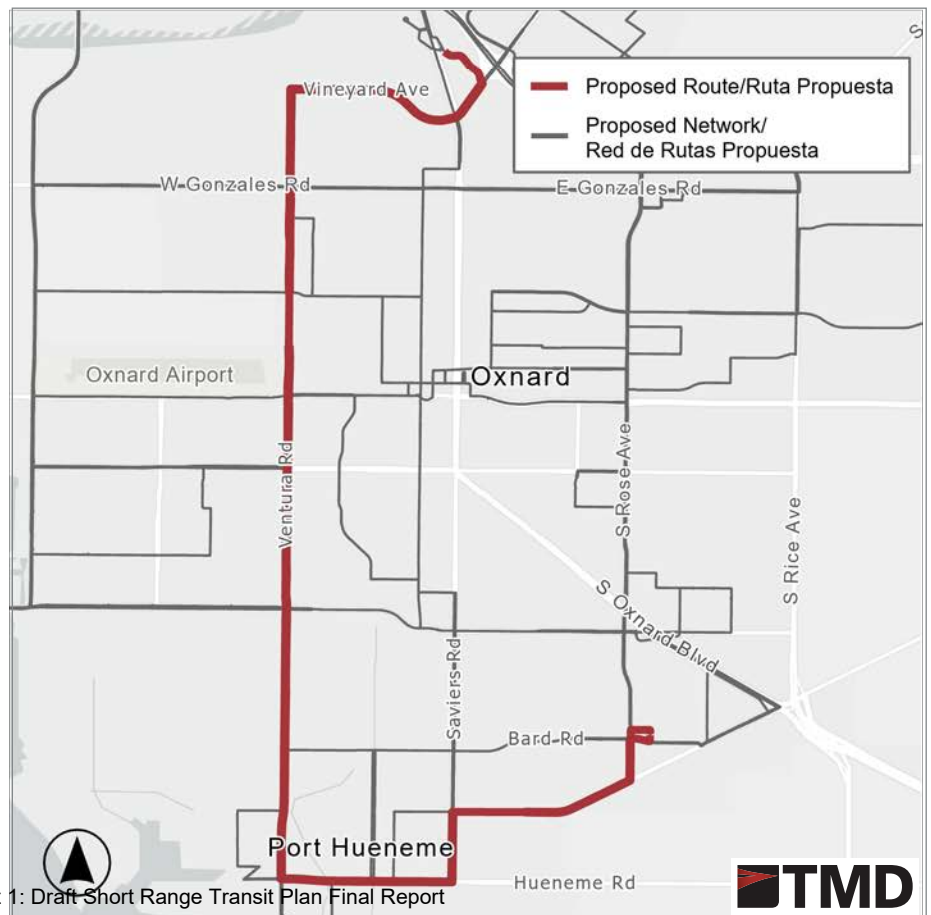
Proposed changes

- No change to routing
- Improve weekday evening frequency to 30 min from 7:00am to 7:00pm and extend evening hours to 10:00pm
- Improve weekend frequency to 40 min from 7:00am to 6:00pm and extend hours to 6:00am - 8:00pm

		CURRENT				PROPOSED				
Service Days	Daily Boardings	Frequency (minutes)			Service Hours	Frequency (minutes)			Service Hours	
		Peak	Midday	Evening		Peak	Midday	Evening		
Weekday	414	30	30	45	6:40 AM to 8:15 PM	30	30	30	6:00 AM to 10:00 PM	
Saturday	207	60	60	60	6:40 AM to 7:40 PM	40	40	40	6:00 AM to 8:00 PM	
Sunday	192	60	60	60	6:40 AM to 7:40 PM	40	40	40	6:00 AM to 8:00 PM	

Benefits

- Improve weekday evening service frequency
- Improve weekend frequency all day
- Later weekday service to Oxnard College





ATTACHMENT D

Transit Opportunity Corridor Options

Corridor A

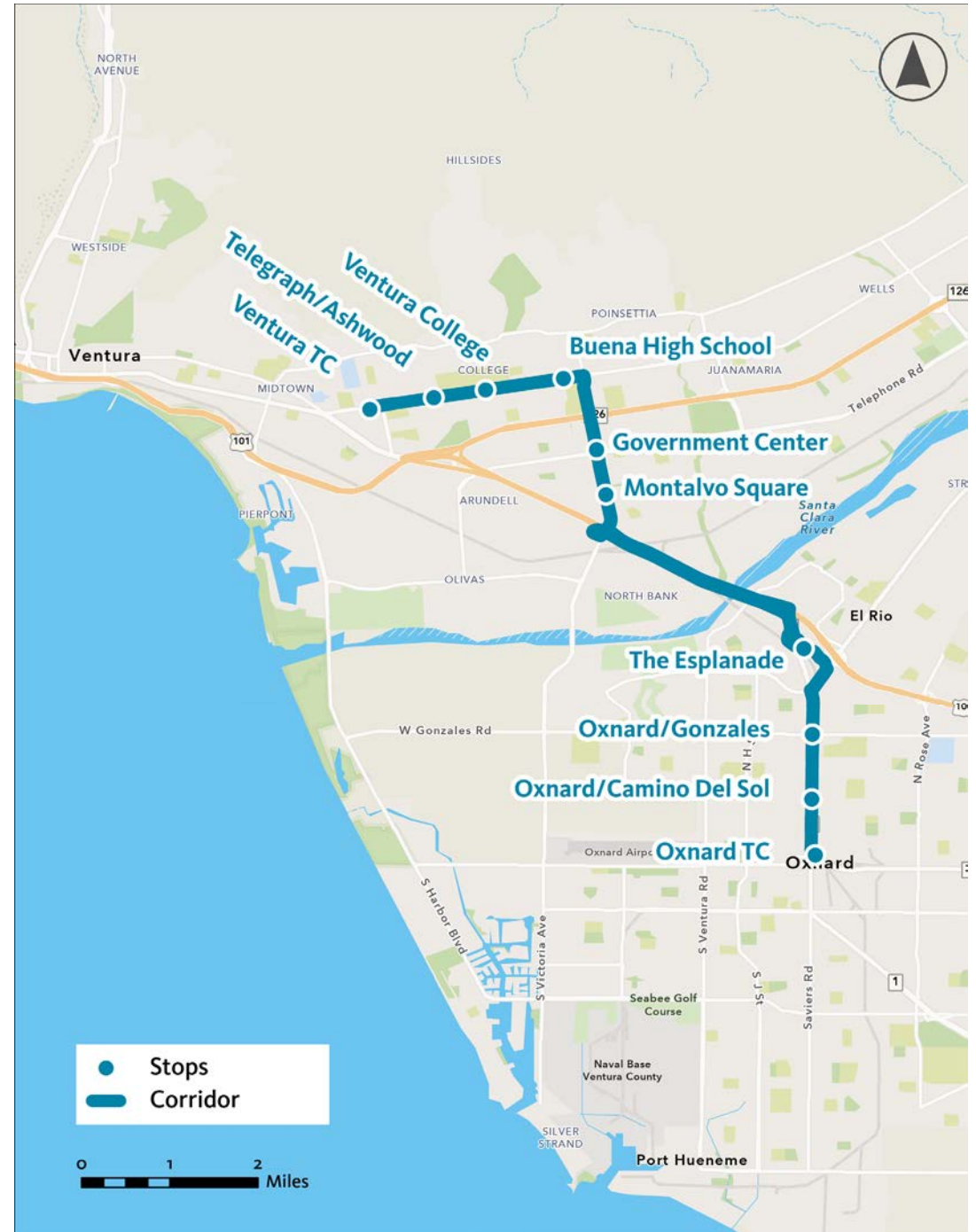
VTC to OTC via Oxnard Blvd – Saviers Rd

Important Statistics

- 18.6 miles in length with 10 stops in each direction
- 43 minutes from Ventura Transit Center to Oxnard Transit Center
- Requires 5 to 7 peak buses

Strengths and Weaknesses

- Provides fast connection between two main transit hubs
- Lowest relative cost of all alternatives
- Does not serve C Street Transit Center, Oxnard College or Downtown Ventura



Corridor B

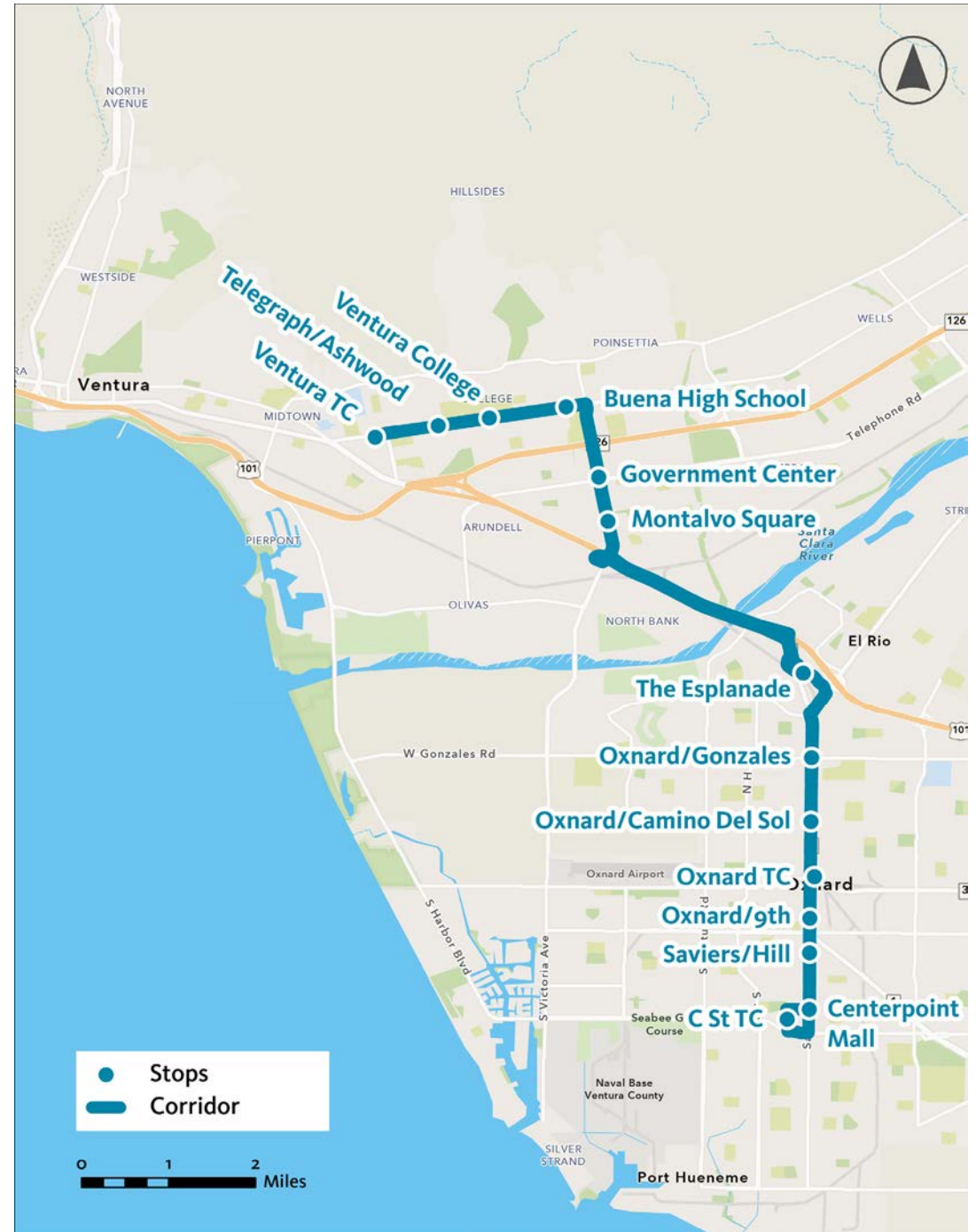
VTC to C St via Oxnard Blvd – Saviers Rd

Important Statistics

- 22.8 miles in length with 14 stops in each direction
- 53 minutes from Ventura Transit Center to C Street Transit Center
- Requires 6 to 8 peak buses

Strengths and Weaknesses

- Provides fast connection between two main transit hubs and C Street Transit Center
- Does not serve Oxnard College or Downtown Ventura



Corridor C

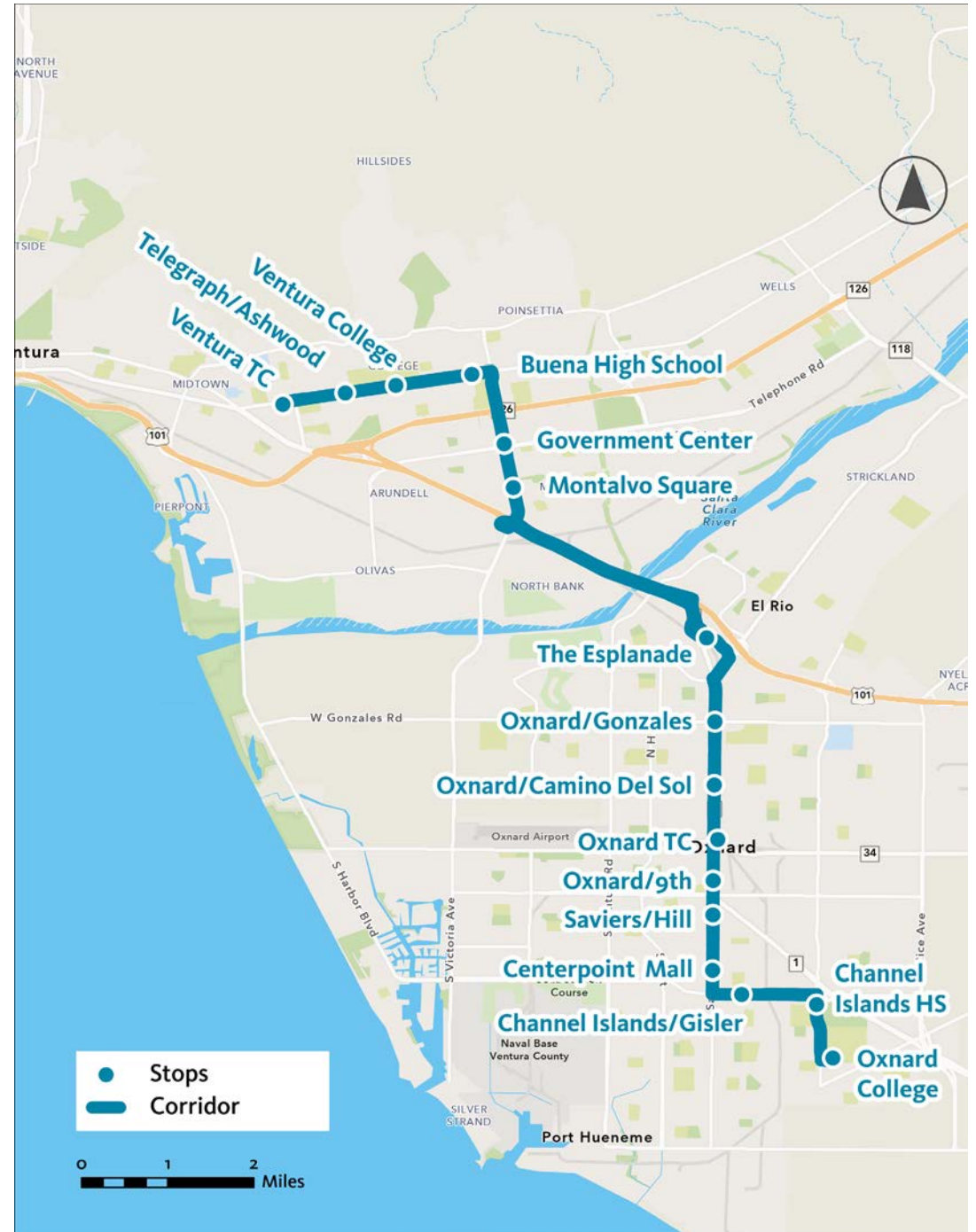
VTC to Oxnard College via Oxnard Blvd – Saviers Rd

Important Statistics

- 28.2 miles in length with 16 stops in each direction
- 61 minutes from Ventura Transit Center to Oxnard College
- Requires 7 to 10 peak buses

Strengths and Weaknesses

- Provides fast connection between two main transit hubs, and Oxnard College
- Provides fast link between Ventura College and Oxnard College
- Does not serve C Street Transit Center directly or Downtown Ventura



Corridor D

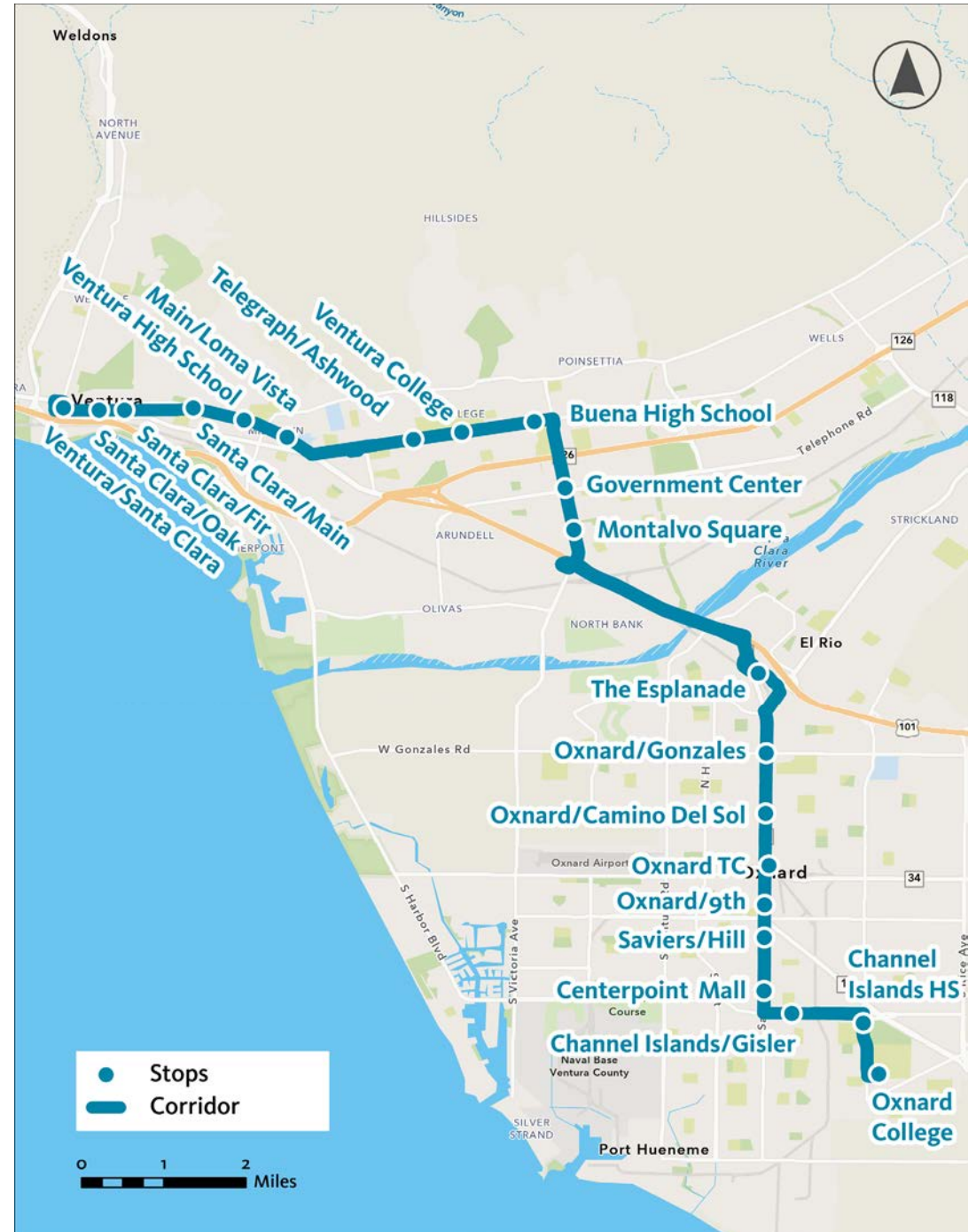
Downtown Ventura to Oxnard College via Oxnard Blvd – Saviers Rd

Important Statistics

- 32.9 miles in length with 21 stops in each direction
- 76 minutes from Downtown Ventura to Oxnard College
- Requires 9 to 12 peak buses

Strengths and Weaknesses

- Provides fast connection between all major destinations and provides fast link between Ventura College and Oxnard College
- Does not serve the Ventura Transit Center and C Street Transit Center directly



Corridor E

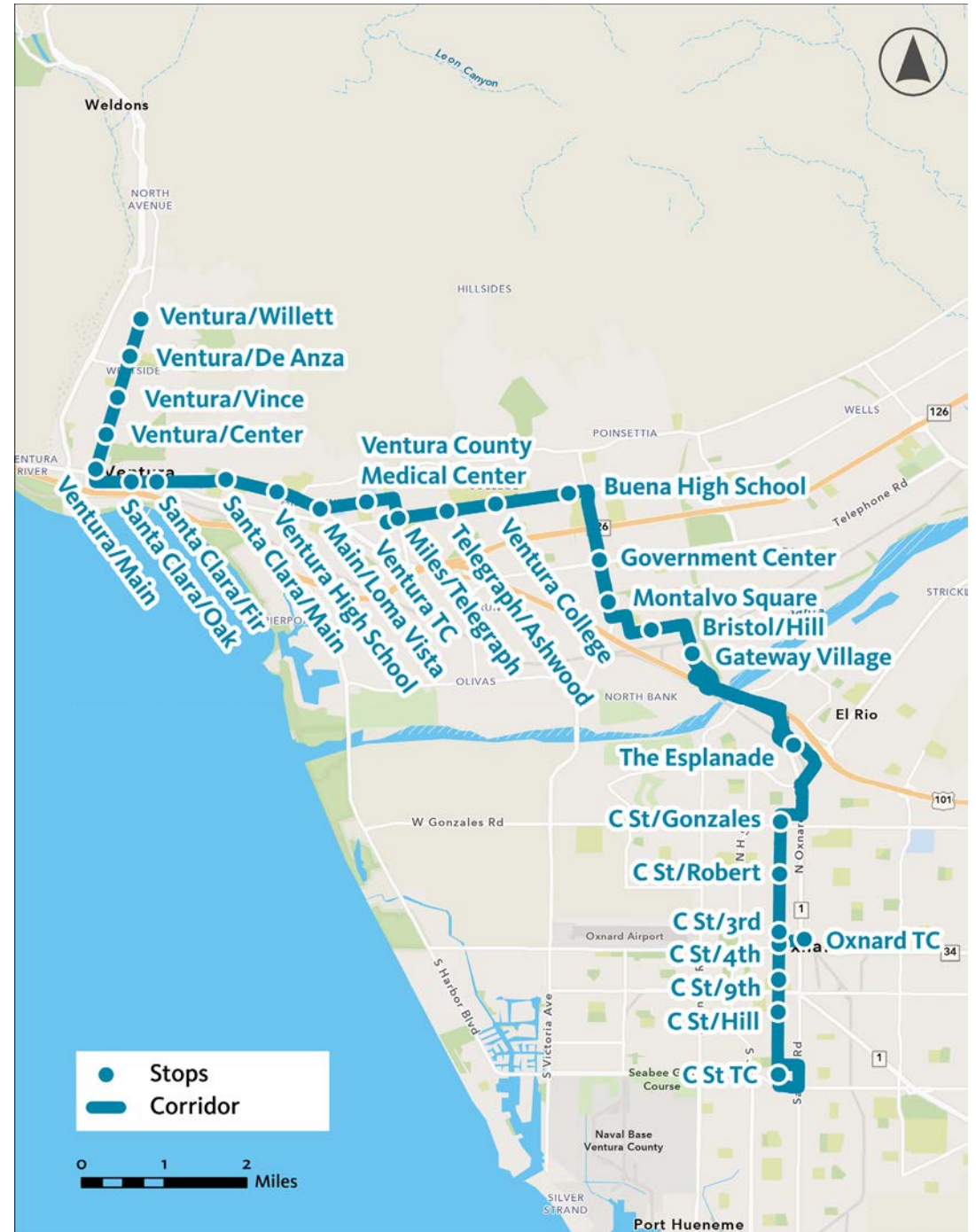
Ventura Ave to CTC via C St

Important Statistics

- 36.7 miles in length with 28 stops in each direction
- 105 minutes from Ventura Ave & Willett to C St Transfer Center via C St
- Requires 13 to 17 peak buses

Strengths and Weaknesses

- Replicates Route 6 completely and provides stops closer to existing stops on Route 1 and 6
- Results in slower service compared to all other alternatives except Corridor G
- Does not serve Oxnard College or Ventura Transit Center directly
- Second highest cost of all alternatives



Corridor F

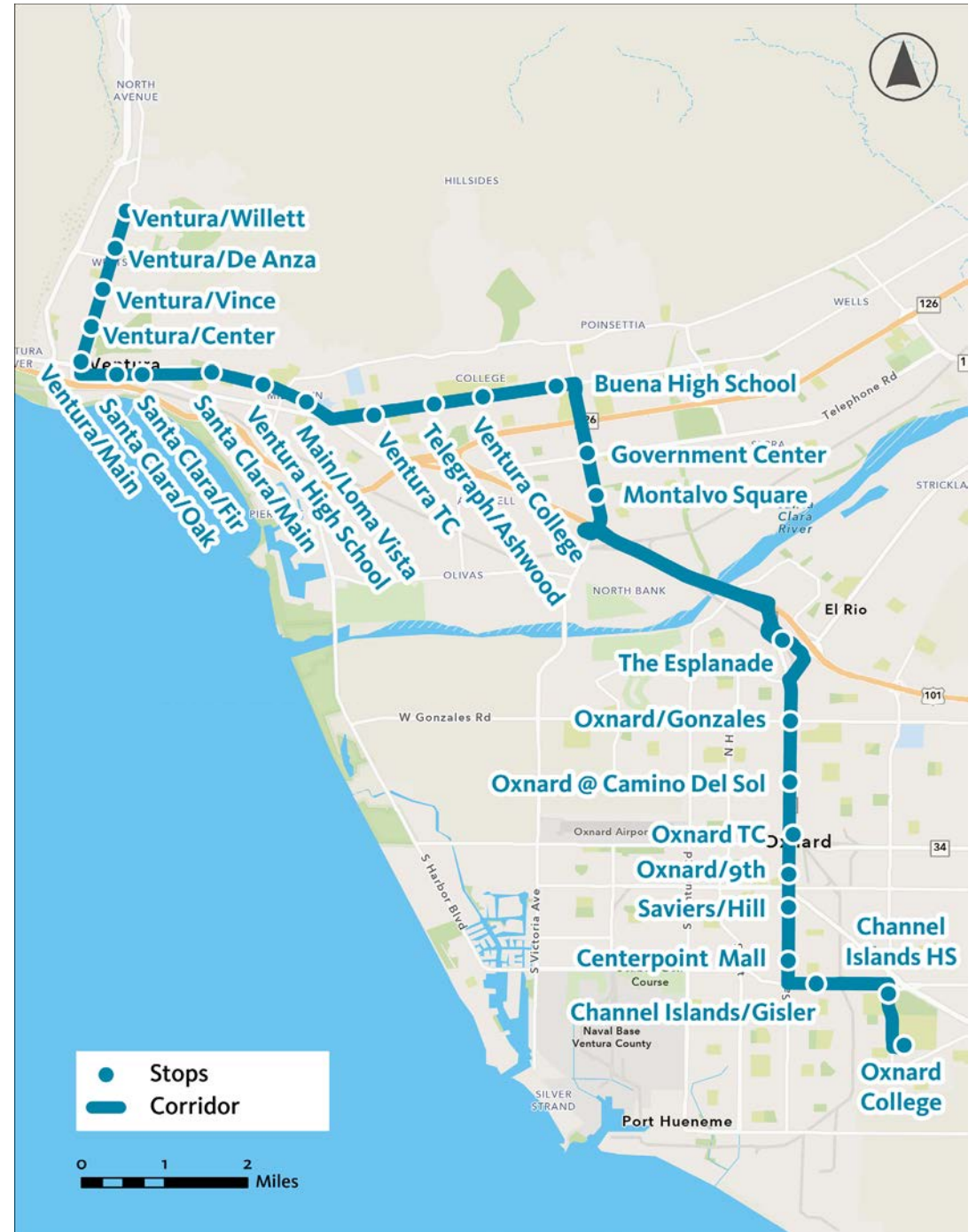
Ventura Ave to College via Oxnard Blvd – Saviers Rd

Important Statistics

- 36.4 miles in length with 25 stops in each direction
- 84 minutes from Ventura Ave & Willett to Oxnard College
- Requires 10 to 13 peak buses

Strengths and Weaknesses

- Serves the entire length of the Gold Coast Transit District service area and provides fast link between Ventura College and Oxnard College
- Does not serve Ventura Transit Center or C Street Transit Center directly



Corridor G

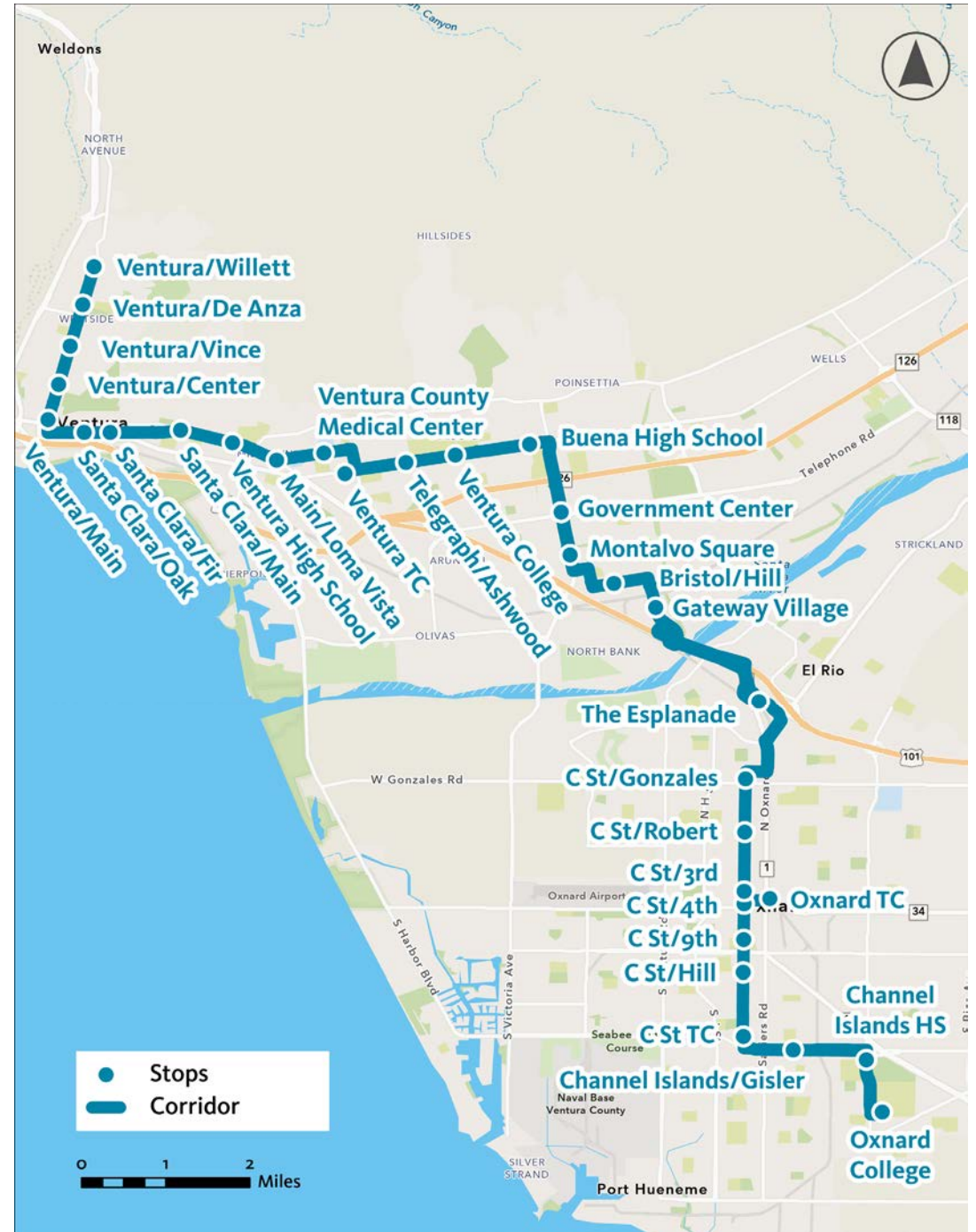
Ventura Ave to Oxnard College via C St

Important Statistics

- 40.5 miles in length with 31 stops in each direction
- 116 minutes from Ventura Ave & Willett to Oxnard College
- Requires 14 to 18 peak buses

Strengths and Weaknesses

- Serves the entire length of the Gold Coast Transit service area and replicates Route 6 completely
- Provides stops closer to existing stops on Route 1 and 6
- Results in slower service compared to all other alternatives except Corridor E
- Does not serve the Ventura Transit Center directly
- Highest cost of all alternatives





Item #12

DATE November 6, 2024
TO GCTD Board of Directors
FROM Austin Novstrup, Planning Manger
 Robert Lucio, Mobility Management Coordinator
SUBJECT Fixed-Route & ACCESS Flexible Services Quarterly Update

I. EXECUTIVE SUMMARY

This quarterly report covers the 1st Quarter (July 1 through September 30) of Fiscal Year 2024-25. This report includes a summary of performance and operating statistics for both fixed-route and ACCESS Flexible services.

II. FIXED-ROUTE DATA

The table below shows that ridership for the 1st quarter of FY 2024-25 increased 8% over the 1st quarter of last year. While ridership growth continues to exceed expectations, the rate of this growth has slowed year over year. September ridership was over 325,000, making this the highest ridership in the month of September since 2015.

**1st Quarter FY 24-25
 Systemwide Ridership & Performance**

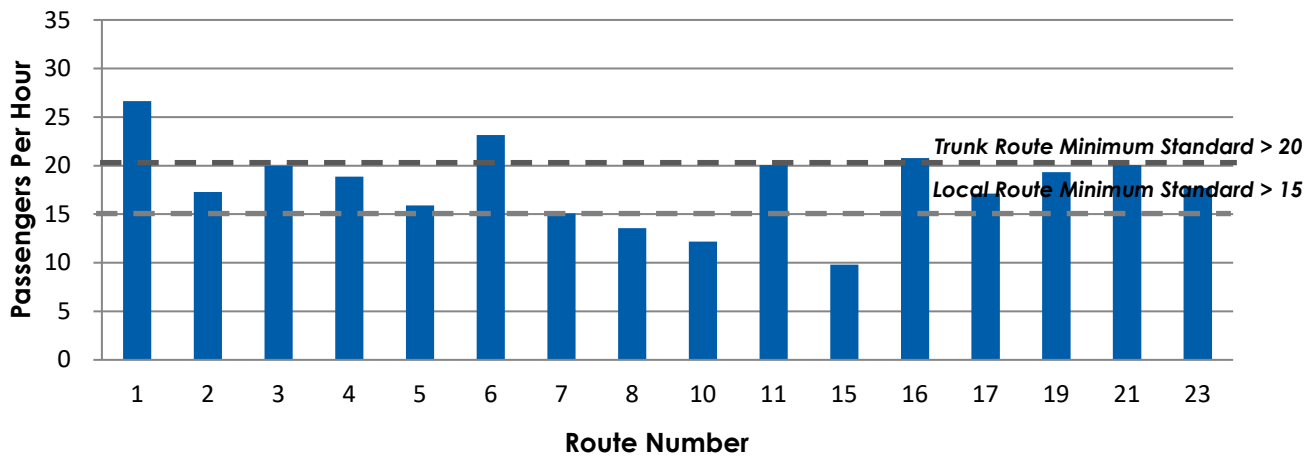
	1st Qtr FY 2024-25	1st Qtr FY 2023-24	Difference	% Change
Fixed-Route Ridership				
Total System Boardings	907,941	842,650	65,291	7.7%
Average Daily Passengers Weekdays	11,831	10,951	881	8%
Average Daily Passengers Saturdays	6,488	6,350	137	2.2%
Average Daily Passengers Sundays	6,080	6,016	64	1.1%
Wheelchair Boardings	6,134	5,926	208	3.5%
Bicycle Boardings	20,410	20,863	-453	-2.2%
Performance Measures				
Passengers Per Revenue Hour	20	18	2	24.5%
Fare Revenue Per Service Hour	\$19.22	\$18.26	\$0.96	5.3%
Total Fare Revenue	\$871,498.09	\$842,475.92	\$29,022.17	3.4%
On-Time Performance	82.5%	84%		Goal > 90%
% Systemwide Boarding as Free Transfers	13.2%	14.4%		Goal < 20%

GOLD COAST TRANSIT DISTRICT

1st Quarter FY 23-24 Ridership by Route

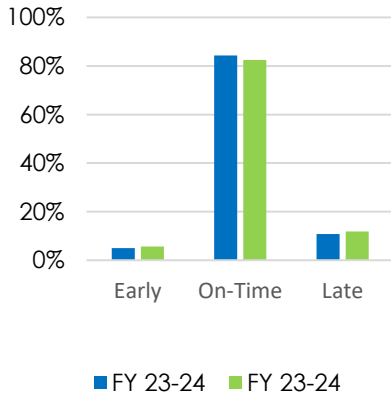
Route	Route Name	1st Quarter FY 2024-25 Unlinked Passengers	1st Quarter FY 2023-24 Unlinked Passengers	Change	% Change
1	Port Hueneme - Oxnard Transit Center	125,142	121,688	3,475	3%
2	Colonia - Downtown Oxnard	18,694	17,784	910	5%
3	J St - Centerpoint Mall - Lemonwood	33,226	30,294	2,932	10%
4	North Oxnard - Ventura Rd - St. John's	77,168	72,421	4,747	7%
5	Hemlock - Seabridge - Wooley	18,578	16,018	2,560	16%
6	Oxnard - Ventura - Main St	220,765	207,980	12,786	6%
7	Oxnard College - Centerpoint Mall	14,608	16,598	(1990)	-12%
8	OTC- Oxnard College - Centerpoint Mall	22,194	21,880	314	1%
10	Pacific View Mall - Telegraph -Saticoy	24,231	20,829	3,402	16%
11	Pacific View Mall - Telephone - Wells	65,737	60,008	5,729	10%
15	Esplanade - El Rio - St. John's	14,359	15,088	(730)	-5%
16	Downtown Ojai - Pacific View Mall	65,761	64,682	1,079	2%
17	Esplanade - Oxnard College	45,294	34,224	11,071	32%
18	Trippers	13,457	11,859	1,598	13%
19	OTC- 5th St - Airport - Gonzales Rd	17,318	17,344	(26)	0%
21	Port Hueneme - Ventura - Victoria Ave	81,575	73,452	8,123	11%
23	Oxnard College - Naval Base - Esplanade	49,835	40,522	9,313	23%
Total GCTD System (no combined routes)		907,941	842,650	65,291	8%

1st Quarter FY 24-25 Passengers Per Revenue Hour (All Periods)

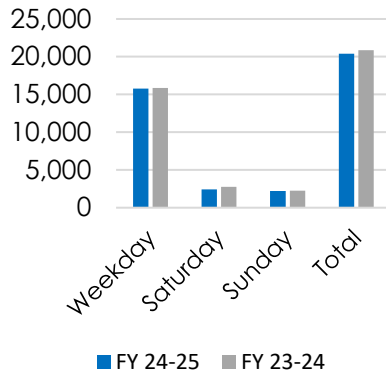


Notes: Route 18 (school trippers) not shown in graph.

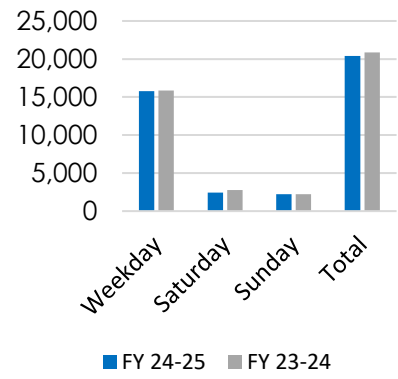
**On-Time Performance
1st Quarter**



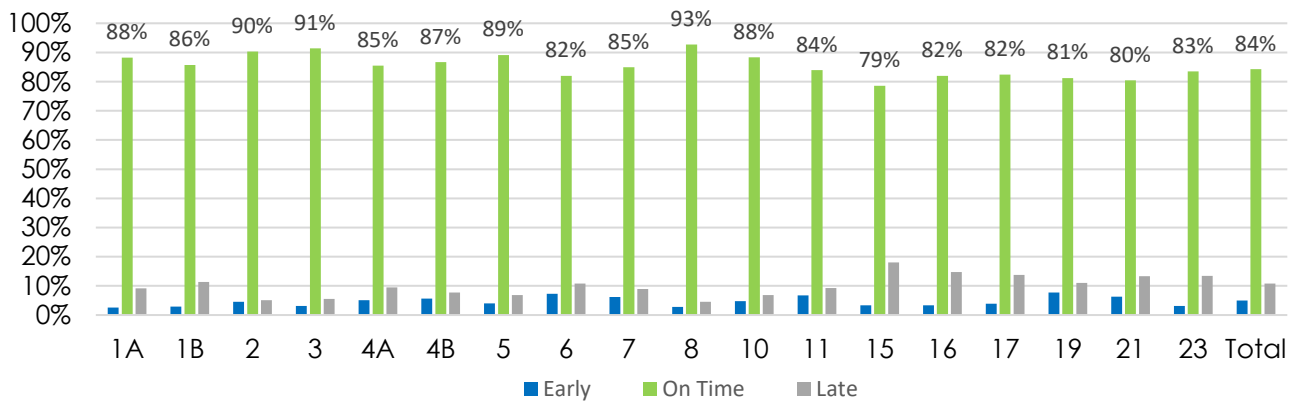
**Bicycle Boardings
1st Quarter**



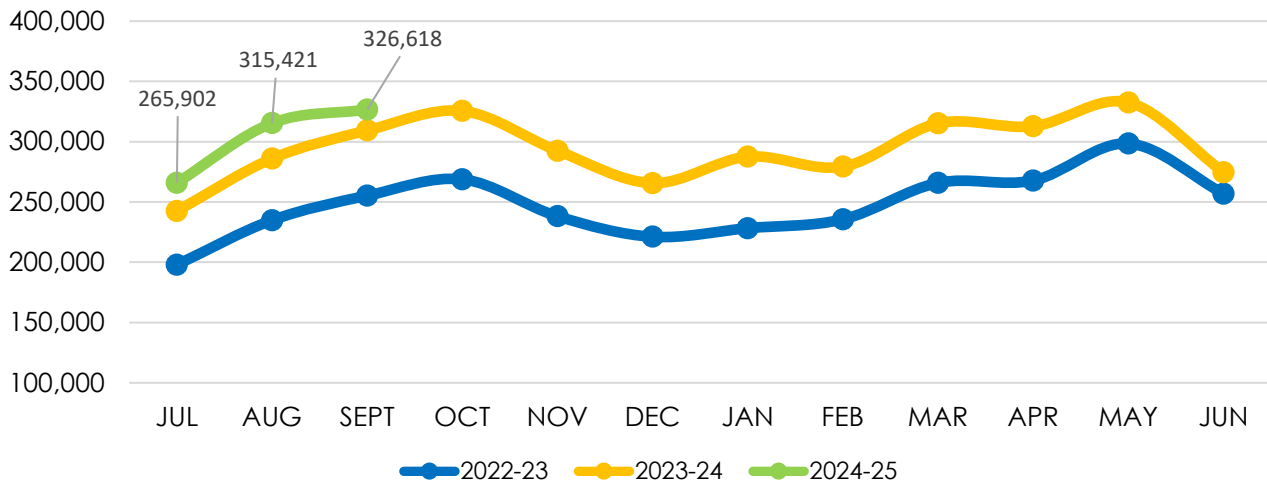
**Wheelchair Boardings
1st Quarter**



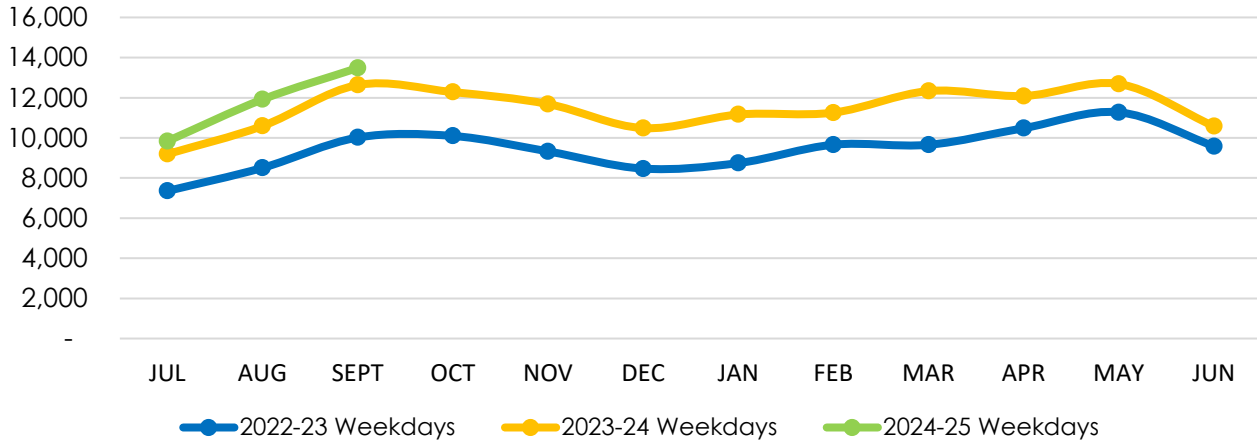
1st Quarter - On Time Performance by Route



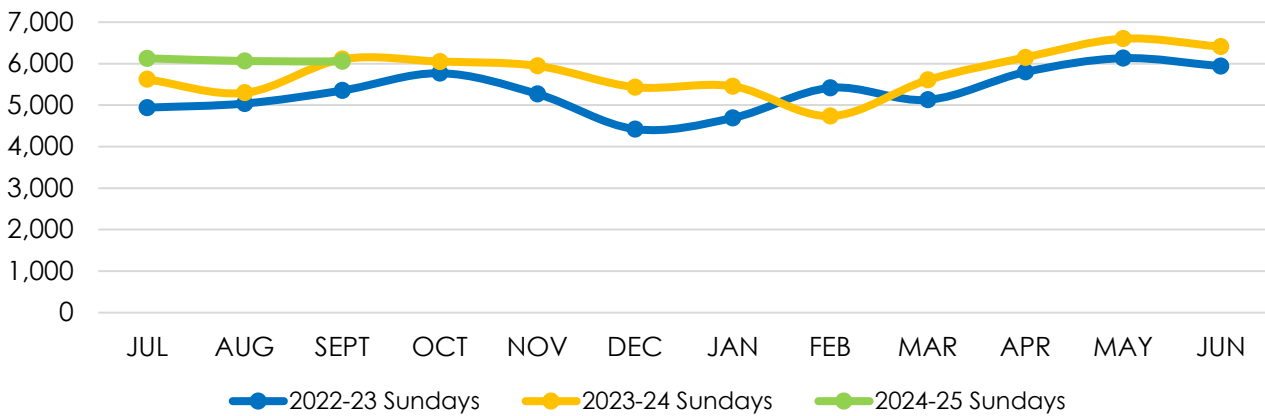
Monthly Fixed Route Ridership



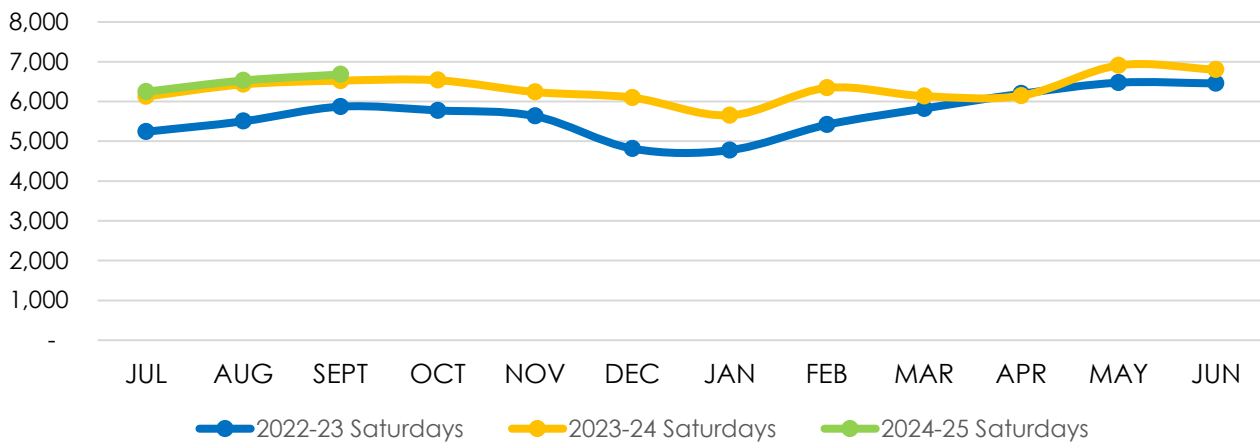
Average Weekday Boardings



Average Sunday Boardings



Average Saturday Boardings



1st Quarter Complaints/Commendations by Type

<i>Type</i>	<i>Issue</i>	<i>FY24-25 1st Quarter</i>	<i>FY23-24 1st Quarter</i>	<i>FY24-25 YTD</i>
Scheduling	On-Time Performance	1	2	2
Operations	Operator Conduct	9	12	12
	Driving Complaints	7	6	6
	Passed by	9	12	12
	Commendations	3	1	1
	Bus Stop Issues	1	0	0
Other	Other*	7	16	16
Totals		37	49	37

*Service suggestions, fare disputes, disturbances, bus did not show, or other system issues

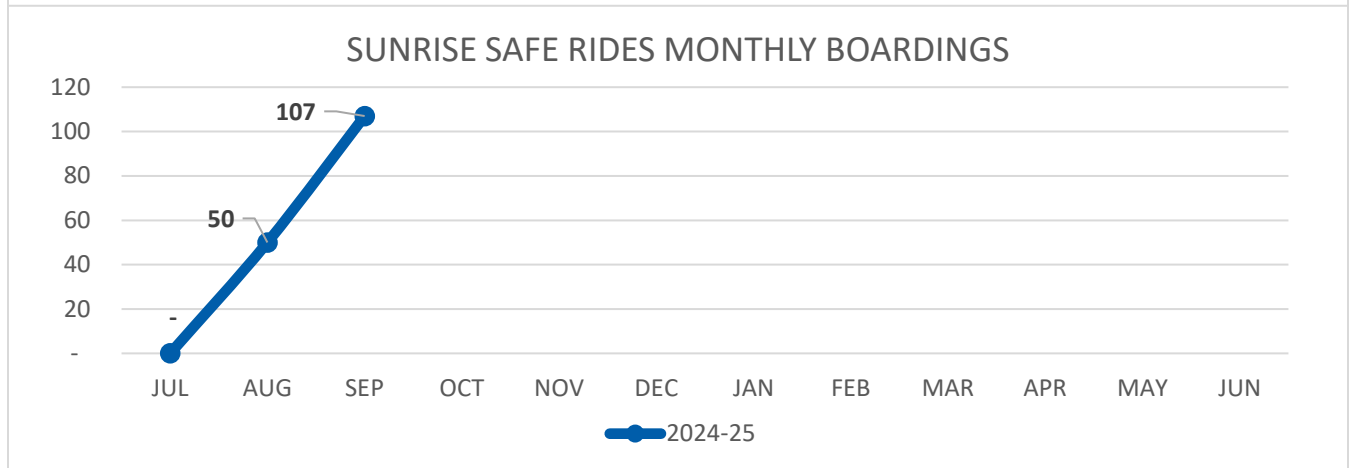
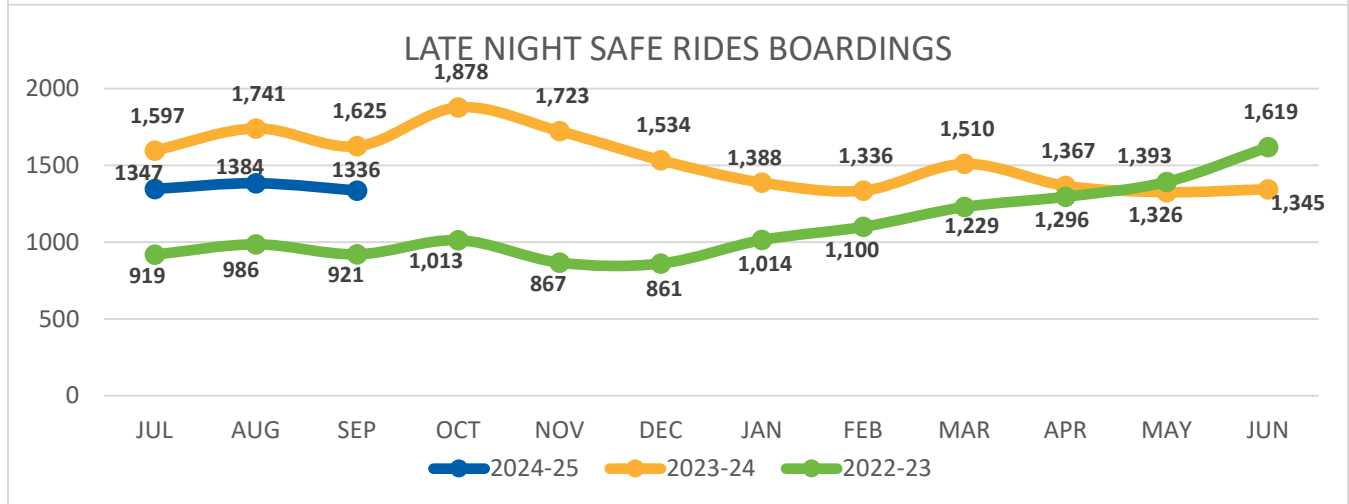
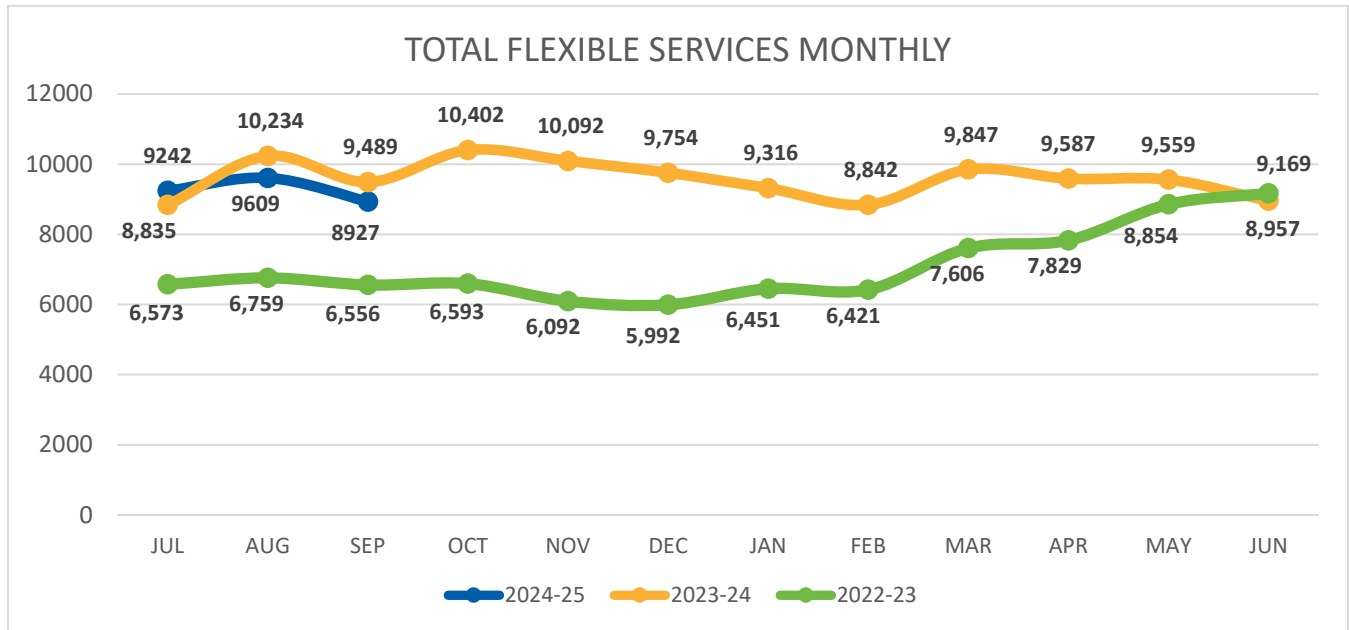
III. FIXED-ROUTE SERVICE SUMMARY

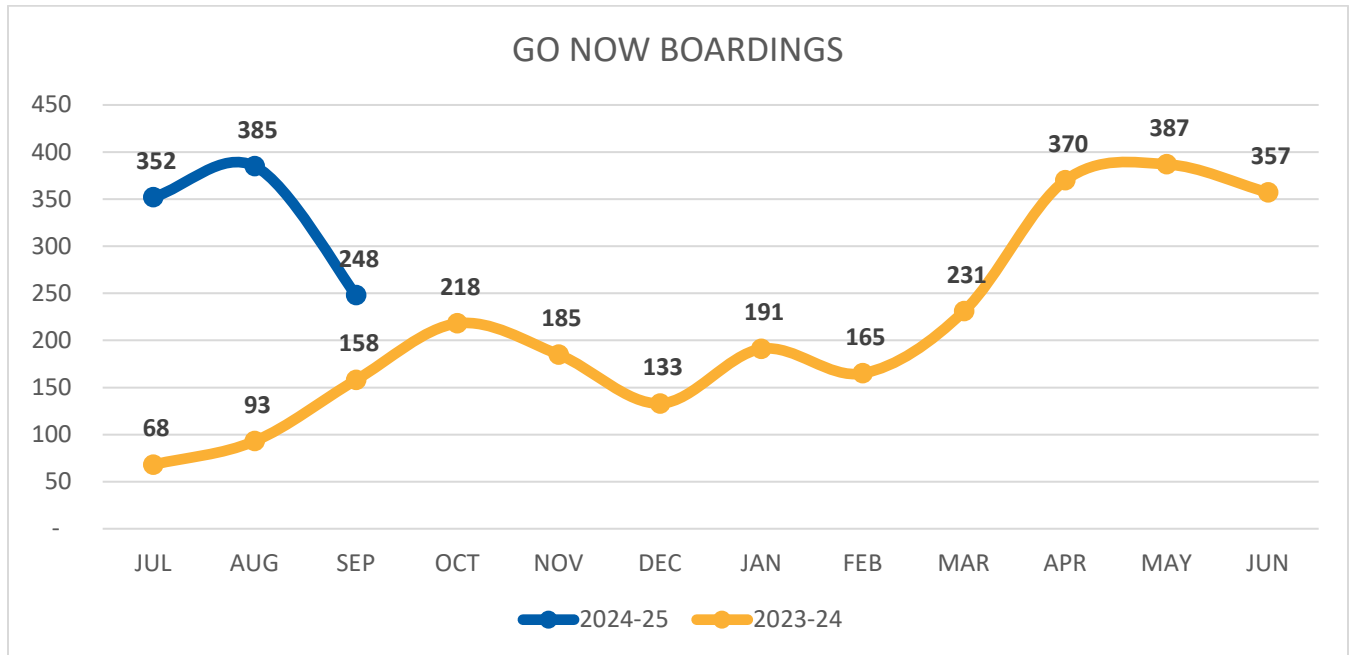
In the first quarter of FY 24-25, ridership increased 8% over the same quarter from the previous year. This growth is especially notable considering the fare increase and minor service reductions implemented at the beginning of the quarter. Fare revenues in the quarter grew by 25%. The lack of price sensitivity among GCTD passenger is likely the result of a combination of factors. Though the base fare increased from \$1.50 to \$2.00, this was the first fare increase in over a decade and is more or less in line with the inflation over that period. Many passengers are eligible for reduced or free fare programs insulating them from the effects of the increase. Additionally, relative to the cost of car ownership, transit has always been significantly more affordable. The effect of minor service reductions can be seen in the data, as routes with reduced weekend frequencies saw reductions in weekend ridership. However, the reductions did have the intended result of improving productivity and, despite the overall decrease in utilization of these routes, the passengers per hour carried by these routes increased.

GCTD’s higher frequency routes, those with 30-minute or better frequency, continue to see the greatest ridership growth. Routes 17 and 23, operating service between Port Hueneme and The Collection in North Oxnard on Rose Avenue and Ventura Road respectively, continue to see the largest percentage increase. These routes are entering their 5th year of operation in their current configuration as part of the Ventura Road Route demonstration project. As youth rides through the Ventura County Transportation Commission’s Youth Ride free program continue to grow, crowding and on-time performance is becoming an increasing concern particularly during school dismissal times. This, along with a number significant construction project affecting routes throughout the service area, have resulted in on-time performance dropping from 84% in the first quarter of FY24 to in 82.5% in the first quarter of FY25.

IV. FLEXIBLE SERVICES DATA

GO ACCESS’s flexible services include the federally mandated ADA paratransit service to complement Gold Coast Transit District’s fixed route services. In addition, the flexible services provide service to seniors, 65 years of age and older, congregate transportation to Senior Nutrition meal sites, Health Zones, and other transportation options to assist with mobility in the community. The program helps passengers preserve their independence through this advance-reservation demand response transportation, which studies show is essential to protecting the quality of life for mobility-impaired members of the community. These efforts are intended to improve the overall customer experience by presenting GCTD’s transportation network as an integrated system that helps our customers connect with people, places, and opportunities, one trip at a time.





1st Quarter FY 2024-25 GO ACCESS Ridership & Performance

	1 st Qtr FY 2024-25	1 st Qtr FY 2023-24	Difference	% Change
Paratransit Ridership				
Total System Boardings	27,778	28,877	-1,099	-3.8%
Average Daily Passengers Weekdays	364	380	-16	-4.2%
Average Daily Passengers Saturdays	180	195	-15	-7.7%
Average Daily Passengers Sundays	163	166	-3	-1.8%
Performance Measures				
Passengers Per Revenue Hour	2.16	2.04	+0.12	+5.9%
On Time Performance (Arrive within the window)	87.9%	93.0%	-5.1	-5.5%
Early (Before start of pick up window)	3.3%	4.9%	-1.6	-32.7%
Late (After end of pick up window)	8.8%	2.1%	+6.7	+319%

1st Quarter FY2024-25 GO ACCESS Flexible Services Customer Feedback

Type	Issue	1 st Quarter Comments	1 st Quarter Verified Comments	YTD 2024-25 Verified Comments
Scheduling	Travel Time	3	3	3
	Schedules	1	1	1
Operations	Operator	5	2	2
	Dispatch	0	0	0
Other	Reservations	4	2	2
	Policies	0	0	0
	Commendations	0	N/A	N/A
Totals		13	8	8

V. FLEXIBLE SERVICES SUMMARY

SAFE RIDES: Late-Night Safe Rides is a demonstration service introduced in May 2021 to encourage fixed route use by providing customers with reliable, safe public transit service late at night. Though designed to assist late-shift employees, especially those within the food, hospitality, and service sectors – as a general public dial-a-ride (GP DAR) the service is available to anyone over the age of 16. The GPDAR service provides transportation throughout the entire GCTD service area. Service hours were expanded (to coincide with when the first fixed route goes out of service) from 7 PM to midnight (to address restaurant and second shift needs.) Average monthly trips exceed 1,300 boardings, accounting for almost 1/5 of the Flexible Service boardings. The concept has been very well received. Additionally, in July 2024, GCTD launched a similar early morning pilot service, *Sunrise Safe Rides*, providing transportation to the general public in the early morning hours from 4:30 AM to 7 AM, when fixed-route bus service is less frequent. Fare is \$5.

GO NOW MICRO-TRANSIT: This service launched in June 2023 as a neighborhood-focused transportation pilot using an electric vehicle to serve the densely populated South Oxnard community. Designed to mimic TNC transportation (Uber/Lyft), trips are requested via APP. Funded by CA Clean Energy funds distributed by the Ventura County Regional Energy Alliance (VCREA) and JARC funds from the Ventura County Transportation Commission (VCTC), the program supports public transit commute options to places of employment not easily accessible from the existing fixed route network.

The program just completed one year of service. During this time, there have been many lessons learned, and staff continues to monitor the program to assess its effectiveness. Ridership was initially slow to materialize as the model of the service (i.e. app-based, on-demand) was a departure from the other, more traditional services we offer. After extensive outreach, travel training, and promotion, ridership began to grow over the summer months, with the highest ridership recorded in the month of August. However, ridership declined in September. Staff continues to analyze these trends and travel patterns, as well as consider customer feedback to continue to work on service improvements.

IX. RECOMMENDATION

It is recommended that the GCTD Board of Directors receive and file this report. This report is for information only.

GENERAL MANAGER'S CONCURRENCE



Vanessa Rauschenberger
General Manager

Attachment 1: 1st Quarter FY 2024-25 Fixed-Route Evaluation Tables
Attachment 2: 1st Quarter FY 2024-25 Flexible Services Evaluation Tables
Attachment 3: GCTD System Map

Fixed Route Service Evaluation Report FY 24-25 1st 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	125,142	27	4
6	Oxnard - Ventura - Main St	Trunk	9,537	220,765	23	4
16	Downtown Ojai - Pacific View Mall	Trunk	3,164	65,761	21	4
21	Port Hueneme - Ventura - Victoria Ave	Trunk	4,066	81,575	20	4
11	Pacific View Mall - Telephone - Wells	Trunk	3,279	65,737	20	3
3	J St - Centerpoint Mall - Lemonwood	Local	1,663	33,226	20	3
19	OTC- 5th St - Airport - Gonzales Rd	Local	896	17,318	19	3
4	North Oxnard - Ventura Rd - St. John's	Local	4,092	77,168	19	3
23	Oxnard College - Naval Base - Esplanade	Trunk	2,813	49,835	18	2
2	Colonia - Downtown Oxnard	Local	1,081	18,694	17	2
17	Esplanade - Oxnard College	Trunk	2,644	45,294	17	2
5	Hemlock - Seabridge - Wooley	Local	1,169	18,578	16	2
7	Oxnard College - Centerpoint Mall	Local	969	14,608	15	1
8	OTC- Oxnard College - Centerpoint Mall	Local	1,638	22,194	14	1
10	Pacific View Mall - Telegraph -Saticoy	Trunk	1,990	24,231	12	1
15	Esplanade - El Rio - St. John's	Local	1,464	14,359	10	1

Excluded Routes

18	High School Trippers	Booster	176	13,457	77
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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 Passengers	Systemwide Operating Cost Per Hour	Total Cost	Cost Per Passenger	Average Fare Per Passenger	Subsidy Per Passenger	Quartile
1	Trunk	4,697	125,142	\$ 134.29	\$ 630,783	\$ 5.04	\$0.92	\$ 4.12	4
6	Trunk	9,537	220,765	\$ 134.29	\$ 1,280,733	\$ 5.80	\$0.97	\$ 4.83	4
16	Trunk	3,164	65,761	\$ 134.29	\$ 424,876	\$ 6.46	\$1.11	\$ 5.35	4
21	Trunk	4,066	81,575	\$ 134.29	\$ 546,023	\$ 6.69	\$0.96	\$ 5.73	4
3	Local	1,663	33,226	\$ 134.29	\$ 223,347	\$ 6.72	\$0.95	\$ 5.77	3
11	Trunk	3,279	65,737	\$ 134.29	\$ 440,332	\$ 6.70	\$0.90	\$ 5.80	3
19	Local	896	17,318	\$ 134.29	\$ 120,324	\$ 6.95	\$0.97	\$ 5.98	3
4	Local	4,092	77,168	\$ 134.29	\$ 549,537	\$ 7.12	\$0.88	\$ 6.24	3
23	Trunk	2,813	49,835	\$ 134.29	\$ 377,731	\$ 7.58	\$1.00	\$ 6.58	2
17	Trunk	2,644	45,294	\$ 134.29	\$ 355,099	\$ 7.84	\$1.01	\$ 6.83	2
2	Local	1,081	18,694	\$ 134.29	\$ 145,100	\$ 7.76	\$0.90	\$ 6.87	2
5	Local	1,169	18,578	\$ 134.29	\$ 156,918	\$ 8.45	\$0.94	\$ 7.51	2
7	Local	969	14,608	\$ 134.29	\$ 130,071	\$ 8.90	\$0.90	\$ 8.00	1
8	Local	1,638	22,194	\$ 134.29	\$ 219,956	\$ 9.91	\$0.97	\$ 8.94	1
10	Trunk	1,990	24,231	\$ 134.29	\$ 267,197	\$ 11.03	\$0.95	\$ 10.08	1
15	Local	1,464	14,359	\$ 134.29	\$ 196,612	\$ 13.69	\$0.92	\$ 12.77	1

Excluded Routes

18	High School Trippers	176	13,457	\$ 134.29	\$ 23,576	\$ 1.75	\$ 0.979	\$ 0.77
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GOLD COAST TRANSIT DISTRICT FLEXIBLE SERVICES

	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	369	170	168	8,927	9,647	\$ 42.81
1st QTR BOARDINGS:				27,778	28,877	

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 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
	31%	2.52	-16%	8,286	9,849	85%

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 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
	1.2%	3.20	-34%	334	503	77%

Eligibility: 65+. Service started October, 1999

SENIORS	% of TTL	Pass/VSH	% Change from prior FY	QTR 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
	45.5%	2.63	8%	12,638	11,713	86%

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 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
	0.2%	2.00	-44%	46	82	82%

Eligibility: ADA or 65+; Started in 2018

CAMARILLO DIRECT CONNECT	% of TTL	Pass/VSH	% Change from prior FY	QTR 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
	3.7%	1.73	-4%	1,040	1,080	90%

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 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
	0.8%	2.90	-39%	225	368	88%

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 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
	14.6%	3.18	-18%	4,067	4,963	98%

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

GO NOW	% of TTL	Pass/VSH	% Change from prior FY	QTR 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
Note: Pilot started May/June 2023, no fare collected until July 2023.	3.5%	5.15	209%	985	319	92%

SUNRISE SAFE RIDES	% of TTL	Pass/VSH	% Change from prior FY	QTR 1 FY 2025 BOARDINGS	QTR 1 FY 2024 BOARDINGS	OTP
Note: Pilot started July 2024.	0.6%	2.86	100%	157	0	89%

SYSTEM MAP



OJAI

Route 16 continues to Ojai via Hwy 33. See map for details.



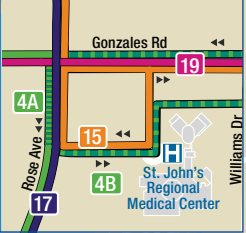
GOLD COAST TRANSIT BUS ROUTES

- 1 PORT HUENEME - OXNARD TRANSIT CENTER
- 2 COLONIA - DOWNTOWN OXNARD
- 3 J ST - CENTERPOINT MALL - LEMONWOOD
- 4A GONZALES RD - NORTH OXNARD
- 4B ST. JOHN'S - GONZALES RD
- 5 HEMLOCK - SEABRIDGE - WOOLEY
- 6 OXNARD - VENTURA - MAIN ST
- 7 OXNARD COLLEGE - CENTERPOINT
- 8 OTC - OXNARD COLLEGE - CENTERPOINT
- 10 PACIFIC VIEW MALL - TELEGRAPH - SATICOY
- 11 PACIFIC VIEW MALL - TELEPHONE - WELLS CTR
- 15 ESPLANADE - EL RIO - ST. JOHN'S
- 16 DOWNTOWN OJAI - PACIFIC VIEW MALL
- 17 ESPLANADE - OXNARD COLLEGE
- 18 TRIPPERS
- 19 5TH - VICTORIA - GONZALES RD
- 21 PACIFIC VIEW MALL - VICTORIA - C ST
- 23 ESPLANADE - NBVC - OXNARD COLLEGE

- #### LEGEND
- TRANSIT/TRANSFER CENTER
 - PARK & RIDE
 - TRAIN STATION
 - AIRPORT
 - HOSPITAL
 - POINT OF INTEREST
 - SCHOOL
 - PARK

MAP NOT TO SCALE

ST. JOHN'S INSET



ESPLANADE INSET





Item #13

DATE November 6, 2024
TO GCTD Board of Directors
FROM James Beck, Director Operations and Maintenance
SUBJECT **GCTD Operations and Maintenance Report**

SUMMARY

This report provides an update on GCTD's Operations and Maintenance Departments.

This report will be given monthly and will include Key Performance Indicators (KPI's), staffing updates, updates on GCTD projects and current events.

RECOMMENDATION

It is recommended that the Board of Directors receive and file this presentation and provide any feedback to staff on the material presented.

General Manager's Concurrence


Vanessa Rauschenberger

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



DATE November 6, 2024

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

- Short Range Transit Plan
- Strategic Plan Update
- Hydrogen Fuel Project
- Draft Budget / Mid Year Review
- 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