

Ventura Local Agency Formation Commission

Gold Coast Transit District

Municipal Service Review

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INTRODUCTION

Local Agency Formation Commissions (LAFCo) exist in each county in California and were formed for the purpose of administering state law and local policies relating to the establishment and revision of local government boundaries. As provided by what is now known as the Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000 (California Government Code Section 56000 et seq.), known as CKH, LAFCo's purposes are to:

- discourage urban sprawl;
- preserve open space and prime agricultural land;
- ensure efficient provision of government services; and
- encourage the orderly formation and development of local agencies.

To achieve its purposes, LAFCos are responsible for coordinating logical and timely changes in local government boundaries, conducting special studies that identify ways to reorganize and streamline governmental structure, and determining a sphere of influence for each city and special district over which they have authority.

A [sphere of influence](#) is a plan for the probable physical boundaries and service area of a local agency, as determined by LAFCo (Government Code § 56076). Pursuant to Government Code § 56426.5(b), LAFCo shall determine the sphere of influence for any newly formed district within one year of the effective date of formation. Every five years, the Commission shall, as necessary, review and update the sphere of influence, pursuant to Government Code § 56425(g). Government Code §56430(a) provides that in order to determine or update a sphere of influence, LAFCo shall prepare a [Municipal Service Review \(MSR\)](#) and make written determinations relating to the following seven factors:

1. Growth and population projections for the affected area.
2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.
3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies including needs or deficiencies related to sewers, municipal and industrial water, and structural fire protection in any disadvantaged, unincorporated communities within or contiguous to the sphere of influence.
4. Financial ability of agencies to provide services.
5. Status of, and opportunities for, shared facilities.
6. Accountability for community service needs, including governmental structure and operational efficiencies.
7. Any other matter related to effective or efficient service delivery, as required by Commission policy.

MSRs may include studies of private providers of public services, such as private water companies or public utilities regulated by the state Public Utilities Commission. MSRs, however, are not

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applicable to counties (except for special districts governed by a county Board of Supervisors). Additionally, while LAFCOs are authorized to prepare studies relating to their role as boundary agencies, LAFCOs have no investigative authority.

This MSR examines the Gold Coast Transit District (GCTD), which was formed on October 13, 2013 (effective as of July 1, 2014), in order to evaluate the District's services and to provide the Commission with information to establish a sphere of influence for the District. This is the GCTD's first MSR.

The information used to prepare this service review report was obtained from several sources, including:

- **District Budget:** Information regarding services and funding levels was obtained from the 2015-2016 budget of the GCTD, adopted on June 3, 2015.
- **Other District Documents:** Various GCTD documents were used to obtain supplementary information relating to service provision.
- **District Staff:** District staff provided information that was not available in the above documents.
- **District Website**
- **Ventura County Public Works Agency Staff**

This report is divided into four subsections, which include:

- **Gold Coast Transit District Profile:** This subsection contains a summary profile of information about the District, including contact information, the governing body, financial information, and staffing levels;
- **Growth and Population Projections:** This subsection provides past, current, and projected population for each area served by the District. As necessary, a discussion of future anticipated development is provided;
- **Review of Municipal Services:** This subsection contains a discussion of the transit services provided by the District; and
- **Written Determinations:** This subsection contains the recommended determinations for each of the seven mandatory factors for each city.

The Commission's acceptance of this MSR and adoption of written determinations will be memorialized through the adoption of a resolution that addresses each of the seven mandatory factors based on the Written Determinations subsection of the MSR. All other material contained in this report should be considered background information.

GOLD COAST TRANSIT DISTRICT PROFILE

GCTD's mission is to provide safe, responsive, convenient, efficient, and environmentally responsible public transportation that serves the diverse needs of our community.

Governance Information

Date Formed	October 13, 2013
Date Effective	July 1, 2014
Form of Government	Board of Directors and General Manager
Board of Directors	Board of Directors consists of one representative from each of the District's members (currently five), not to exceed 11 Directors.
Board Meetings	Regular meetings are held on the first Wednesday of each month at 10:00 AM, at the GCTD Administrative Facility located at 301 East Third Street, Oxnard, CA 93030

<i>Types of Service</i>	Fixed-route bus services Paratransit services
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<i>Staff</i>	193 employees
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Primary Funding Sources

Local Transportation Fund
Passenger Fares (Fixed-route)
Federal Preventive Maintenance
Federal Operating Assistance
Federal Paratransit Assistance

Operating Expenses

Fixed Route Operation
Maintenance
Paratransit Operation
Administration
Planning and Marketing

Contact Information

District Office	301 East Third Street, Oxnard, CA 93030
Mailing Address	301 East Third Street, Oxnard, CA 93030
Phone Number	(805) 483-3959
Fax Number	(805) 487-0925
Website	www.goldcoasttransit.org
E-mail	comments@goldcoasttransit.org

District Formation and Powers

The GCTD was formed on October 13, 2013, when Governor Jerry Brown signed Assembly Bill 664 into law to “develop, provide, operate, and administer public transportation and to protect the public interest, health, and welfare” (Public Utilities Code § 107000 et seq.). Previously known as *South Coast Area Transit*, and later *Gold Coast Transit*, the agency provided transit and paratransit services under a Joint Powers Agreement with its member jurisdictions. As a district, GCTD now has direct access to Local Transportation Fund (LTF) revenues (discussed in more detail later in this MSR) that are assigned to its member jurisdictions. The GCTD became effective on July 1, 2014.

The GCTD is a dependent special district that is subject to LAFCo authority, pursuant to Government Code § 56036, and is authorized to provide services described in the District’s principal act (Public Utilities Code § 107000 et seq.) within its District boundaries. Any change in the District’s boundaries or sphere of influence is subject to LAFCo approval. Additionally, any change in the authorized services provided by the District is subject to LAFCo approval as well as a change in the District’s principal act.

History

The following history of the District is provided on the GCTD’s website and by GCTD staff:

South Coast Area Transit (SCAT) was established in July 1973, when the Cities of Ojai, Oxnard, Port Hueneme and San Buenaventura executed a Joint Powers Agreement that created SCAT to develop and operate local and intercity public transportation in western Ventura County. The County of Ventura became a SCAT member agency in October of 1977.

Prior to SCAT's creation, two municipal bus lines operated the region's public transit service. Ventura Transit City Lines operated local service in Ventura and intercity service to Ojai. Oxnard Municipal Bus Lines served Oxnard and Port Hueneme. Following a national trend, the bus systems flourished through the mid-1940s but both ridership and service levels declined in the years following. By the late 1960s it became increasingly difficult for cities to maintain municipal bus lines with local general funds. The outlook for public transit systems in California brightened in 1971 when the State Legislature created a source of dedicated transportation funding through passage of the Transportation Development Act (TDA). The availability of TDA funds to local governments provided an impetus for forming a single regional transit entity to operate coordinated transit services across municipal boundaries and in some unincorporated areas of western Ventura County.

After SCAT's creation in 1973, the operating systems of Ventura Transit City Lines and Oxnard Municipal Bus Lines were merged to create the SCAT regional transit system. Bus service was implemented on November 4, 1973. SCAT originally operated from two facilities located in Ventura and Oxnard. In February of 1980 all SCAT functions were consolidated in a single administrative, operating and maintenance facility on a three-acre site at 301 E. Third Street in Oxnard. In June 2007, SCAT's Joint Powers Agreement was amended to, among other changes, rename the agency from South Coast Area Transit to Gold Coast Transit; this change became effective July 1, 2007.

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

Population and Service Area Information

The GCTD’s service area includes the cities of Ojai, San Buenaventura, Oxnard, and Port Hueneme, as well as the unincorporated County area. The current population and size of the District are estimated as shown in Figure 1 below:

Figure 1

Area	Population ¹	Area (Sq.Mi.) ²
City of Ojai	7,594	4.37
City of San Buenaventura	108,961	21.99
City of Oxnard	203,645	27.08
City of Port Hueneme	22,399	4.50
Unincorporated Ventura County	97,313	1,636.18
Total	439,912	1,694.12

Administration and Operations Facility

The GCTD administrative district office and facilities are currently located at 301 East Third Street, Oxnard, CA 93030. After 40 years at this address, the GCTD has outgrown its current location, and is in the process of developing a new *Administration and Operations Facility*, which will include administrative offices, bus parking, a fueling station, and a maintenance facility. The FY2015-16 Budget message states:

The existing facility is operating well above its designed capacity; it is far smaller than the industry standard for our current fleet and service level. Staffing and service expansion are not feasible on the existing site.

The new facility is planned to be located on an approximately 15-acre property owned by the District, which is located at the northwest corner of Auto Center Drive and Paseo Mercado in Oxnard. Construction is scheduled to begin in October/November 2015 and planned to conclude as of April 2017, at an estimated cost of \$52.1 million. Federal and state grants have been identified as sources to fund \$26.3 million of the construction cost for the project.

¹ Population information is based on January 1, 2014, population projections, collected from the California Department of Finance website.

² Jurisdictional area information is based on Geographic Information System (GIS) data collected from the Ventura County Information Services GIS data (accessed on June 24, 2015).

Public Agencies with Overlapping Jurisdiction

The following public agencies have overlapping jurisdiction with the GCTD:

Area Housing Authority of County of Ventura	Oxnard Elementary School District
Bardsdale Cemetery District	Oxnard Harbor District
Bell Canyon Community Services District	Oxnard Union High School District
Briggs Elementary School District	Piru Public Cemetery District
Calleguas Municipal Water District	Pleasant Valley Elementary School District
Camarillo Health Care District	Pleasant Valley Recreation and Park District
Camarillo Sanitary District	Rancho Simi Recreation and Park District
Camrosa Water District	Rio Elementary School District
Casitas Municipal Water District	Santa Clara Elementary School District
Channel Islands Beach Community Services District	Santa Paula Unified School District
City of Ojai	Saticoy Sanitary District
City of Oxnard	Simi Valley Unified School District
City of Ventura	Somis Union Elementary School District
City of Port Hueneme	Triunfo Sanitation District
Conejo Recreation and Park District	United Water Conservation District
Conejo Valley Unified School District	Ventura County Community College District
County of Ventura	Ventura County Fire Protection District
El Rancho Simi Cemetery District	Ventura County Resource Conservation District
Fillmore-Piru Memorial District	Ventura County Service Area No. 3
Fillmore Unified School District	Ventura County Service Area No. 4
Fox Canyon Groundwater Management Agency	Ventura County Service Area No. 14
Hidden Valley Municipal Water District	Ventura County Service Area No. 29
Hueneme Elementary School District	Ventura County Service Area No. 30
Lake Sherwood Community Services District	Ventura County Service Area No. 32
Las Virgenes Unified School District	Ventura County Service Area No. 33
Meiners Oaks Water District	Ventura County Service Area No. 34
Mesa Union Elementary School District	Ventura County Transportation Commission
Montalvo Community Services District	Ventura County Watershed Protection District
Moorpark Unified School District	Ventura County Waterworks District No. 1
Mupu Elementary School District	Ventura County Waterworks District No. 8
Oak Park Unified School District	Ventura County Waterworks District No. 16
Ocean View School District	Ventura County Waterworks District No. 17
Ojai Basin Groundwater Management Agency	Ventura County Waterworks District No. 38
Ojai Unified School District	Ventura Port District
Ojai Valley Sanitary District	Ventura Regional Sanitation District
Ojai Water Conservation District	Ventura River Water District
Oxnard Drainage District No. 1	Ventura Unified School District
Oxnard Drainage District No. 2	

Of the agencies listed above, several provide public transit services within the jurisdictional boundaries of the GCTD³. While there is some overlap of existing GCTD service routes with the Ojai Trolley and Ventura County Transportation Commission (VCTC) Transit, bus stops for these systems generally do not overlap significantly and the customer base tends to be unique to each provider (Ojai Trolley riders generally remain only within the Ojai Valley, and VCTC Transit riders travel regionally beyond the existing service routes offered by the GCTD). Free transfers between these systems and GCTD do occur at several locations, improving accessibility for the passengers of each system. The following is a summary of public transit services that overlap the service area of the GCTD. The GCTD does not anticipate sharing facilities or resources to provide any of these public transit services:

- **Ojai Trolley:** The City of Ojai, with financial support from the County of Ventura, operates the Ojai Trolley, which provides transit service on a continuous loop through the City of Ojai and the adjacent unincorporated areas of Meiners Oaks and Mira Monte. The County of Ventura contributes toward operation of the service within the unincorporated portions of the service route.
- **Ventura County Transportation Commission (VCTC) Transit:** The Ventura County Transportation Commission (VCTC) operates commuter transit service, which provides regional connections between Ventura County cities, as well as to neighboring Los Angeles and Santa Barbara counties.
- **Kanan Shuttle:** Ventura County Service Area No. 4 (CSA 4) serves the Oak Park community in eastern Ventura County and, along with the Transportation Department of the Ventura County Public Works Agency, provides funding for the operation of the Kanan Shuttle between the City of Thousand Oaks (Ventura County) and the City of Agoura Hills (Los Angeles County).
- **Valley Express:** Under a Cooperative Agreement between the County of Ventura and the cities of Santa Paula and Fillmore, VCTC administers (by contract with MV Transportation) public transit service in and surrounding the Santa Paula, Fillmore, and Piru areas of Ventura County. The Valley Express became operational in March 2015.
- **East County Transit Alliance (ECTA):** The cities of Simi Valley, Moorpark, Thousand Oaks, and Camarillo each provide public transit services, either directly or by contract. These four cities and the County of Ventura formed the ECTA through a Memorandum of Understanding in 2013 in order to enhance transit service and improve coordination amongst systems.

The GCTD does not anticipate that the cities of Fillmore, Santa Paula, Simi Valley, Moorpark, Thousand Oaks, or Camarillo will seek to become members of the GCTD within the foreseeable future.

³ The GCTD's authorized service area covers a larger territory than is actually provided service at this time (e.g., the entire unincorporated area of Ventura County is within the GCTD's service area, even though the GCTD provides service to the unincorporated County only in the areas surrounding its member cities).

Summary Financial Information⁴

As shown in Figure 2 below, the majority of the GCTD's budget and revenue consists of LTF revenues (about 57%), which are allocated to and in turn passed along by GCTD member agencies to the GCTD. LTF revenues consist of a ¼ % state sales tax generated by the 1971 Transportation Development Act (TDA). As a result of the GCTD's ability to claim LTF revenues directly, available LTF revenues have increased. Other revenue sources include state and federal funding, as well as revenues from federal grants and exterior bus advertising. FY2014-15 is expected to close with an approximately \$2 million operating surplus; however the FY2015-16 operating surplus will be reduced from FY2014-15. The budget premise forecasts a 0.06% increase in boardings compared with FY2014-15 and increases in labor expenses, and a decrease in fuel due to the historic low price of natural gas.

Figure 2

Operating Revenues	2013-2014 Budget	2013-2014 Actuals	2014-2015 Budget	2015-2016 Budget
Passenger Fares-Fixed Route	\$2,870,000	\$2,996,373	\$2,993,700	\$3,285,400
Passenger Fares-Paratransit	\$166,600	\$202,324	\$224,100	\$213,500
Special Transit Fares (FR) - Member Governments	\$565,000	\$390,000	\$350,000	\$165,000
Special Transit Fares (PT) - Member Governments	\$80,000	\$30,000	\$0	\$0
Interest	\$18,000	\$13,885	\$15,000	\$12,000
Advertising Income	\$200,000	\$231,998	\$225,000	\$245,000
Energy Credit Revenue	\$0	\$0	\$0	\$121,200
Other	\$1,000	\$13,603	\$1,000	\$1,000
Operating Assistance-State	\$192,000	\$192,000	\$250,000	\$210,000
Operating Assistance-Local (LTF)	11,636,300	\$9,631,812	\$12,385,200	\$12,682,800
Demo Project – Vineyard Corridor Route	\$574,800	\$502,825	\$297,200	\$0
Demo Project – Victoria Route	\$683,000	\$595,042	\$701,500	\$500,000
Demo Project – Wells Center/Nyeland Acres	\$0	\$0	\$0	\$684,000
JARC Funding for Route 20	\$110,000	\$110,000	\$129,500	\$133,400
Operating Assistance – Federal	\$1,000,000	\$1,000,000	\$1,100,000	\$1,050,000
Preventive Maintenance – Federal	\$1,500,000	\$1,500,000	\$1,750,000	\$1,632,700
Paratransit Assistance – Federal	\$940,000	\$940,000	\$990,000	\$840,000
Planning Assistance – Federal	\$80,000	\$80,000	\$346,200	\$200,000
Medi-Cal Reimbursement/Paratransit	\$0	\$96,217	\$100,000	\$120,000
Other Fed Grants and Reimbursements	\$0	\$0	\$0	\$0
Total	\$20,616,700	\$18,526,078	\$21,858,400	\$22,096,000

As demonstrated below in Figure 3, most of the GCTD's operating expenses are for operation of the fixed-route service (about \$11.9 million, or about 54%).

⁴ Financial information was collected from GCTD FY2015-16 Budget. See Appendix A for a more detailed explanation of funding sources.

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Figure 3

Operating Expenses	2013-2014 Budget	2013-2014 Actuals	2014-2015 Budget	2015-2016 Budget
Fixed Route	\$11,460,200	\$10,431,838	\$11,915,500	\$11,895,000
Paratransit	\$2,434,800	\$2,512,184	\$2,974,200	\$2,924,600
Maintenance	\$3,462,800	\$2,926,278	\$3,582,600	\$3,479,600
Administration	\$2,331,400	\$1,938,629	\$2,414,400	\$2,713,400
Planning and Marketing	\$927,500	\$722,554	\$971,700	\$1,083,400
Total	\$20,616,700	\$18,531,482	\$21,858,400	\$22,096,000
<i>Total Fixed Route</i>	<i>\$18,181,900</i>	<i>\$16,019,298</i>	<i>\$18,884,200</i>	<i>\$19,171,400</i>
<i>Total Paratransit</i>	<i>\$2,434,800</i>	<i>\$2,512,184</i>	<i>\$2,974,200</i>	<i>\$2,924,600</i>

Capital projects for the GCTD are funded through Federal, State, and local matching funds. The largest item in the District's 10-year capital project plan is the new *Administration and Operations Facility*. Total cost to construct the facility is estimated at \$52.1 million, of which \$26.3 million has been identified through federal and state grants, including a \$15 million grant from the U.S. Department of Transportation Federal Transit Administration. The District is applying for additional grants, and the Board of Directors has approved bond financing for the unfunded portion of the facility. Additional items on the 10-year capital project plan include new buses for anticipated service growth, periodic replacement of existing vehicles, and upgrades to existing vehicles in the fleet. Total projected cost for the 10-year capital project plan is \$111.8 million. FY2014-15 is expected to close with approximately \$6.5 million in capital reserves.

GROWTH AND POPULATION PROJECTIONS

LAFCo is required to project the growth and population for the affected area [Government Code § 56430(a)(1)].

The growth and population projections include estimates for each of the 10 Ventura County cities, as well as the unincorporated area.

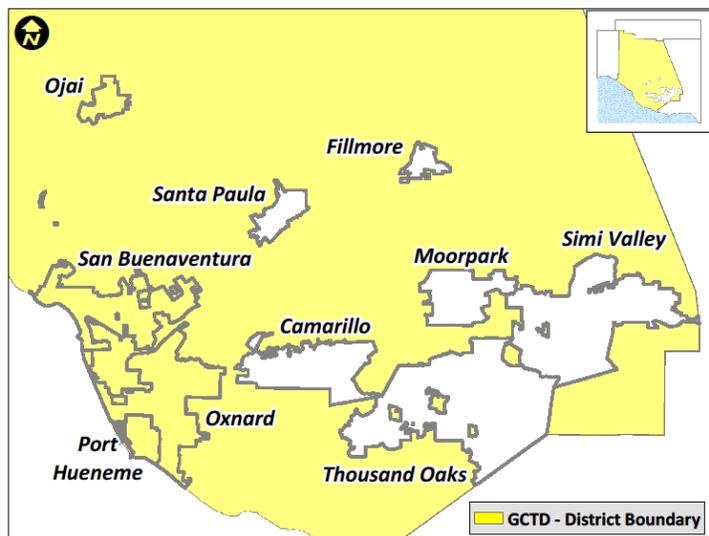
The *Growth Forecast* appendix of the *2012-2035 Regional Transportation Plan/Sustainable Communities Strategy (RTP/SCS)* (adopted in 2012), was used to report population projections for the Ventura County cities and the unincorporated area. A summary of the information is provided below in Figure 4:

Figure 4

Jurisdictional Areas Within Ventura County	Population Projection for 2020	Population Projection for 2035
Camarillo	72,200	76,700
Fillmore	18,000	20,800
Moorpark	39,300	41,500
Ojai	8,400	9,400
Oxnard	216,700	244,500
Port Hueneme	22,100	22,500
San Buenaventura	116,900	128,800
Santa Paula	35,400	38,800
Simi Valley	129,700	133,200
Thousand Oaks	129,700	130,900
Unincorporated	100,500	107,200
<i>Total</i>	<i>889,000</i>	<i>954,000</i>

The jurisdictional areas and populations projections in bold font (above) are currently within the GCTD’s service boundary. The GCTD service area is shown in yellow on the map to the right (Figure 5). Pursuant to Public Utilities Code § 107000 et seq., each remaining city that is not currently a member of the GCTD is eligible to become a member upon approval of the City Council and the GCTD Board of Directors. Additionally, LAFCo approval is required for any annexation of new territory to the District.

Figure 5



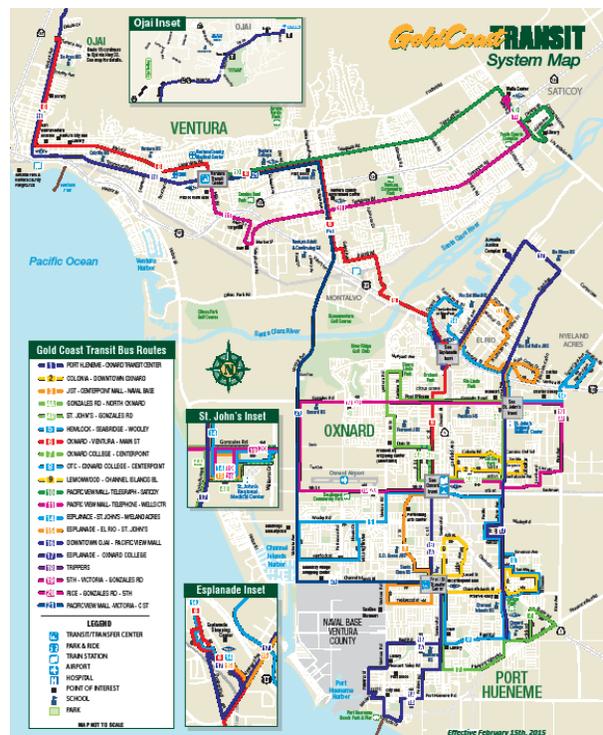
REVIEW OF MUNICIPAL SERVICES

The review of District services is based on provisions of state law which require LAFCo to make determinations regarding the present and planned capacity of public facilities, the adequacy of public services, infrastructure needs and deficiencies, and the District’s financial ability to provide these services [Government Code § 56430(a)(3)].

While transit and paratransit service is currently provided within an approximately 91-square-mile area, the GCTD service area is larger as it includes all of the unincorporated area as well as the cities of Ojai, San Buenaventura, Oxnard, and Port Hueneme. Currently, the District offers the following fixed-route service:

- 1 Port Hueneme - Oxnard Trans Ctr
- 2 Colonia - Downtown Oxnard
- 3 J St - Centerpoint Mall - Naval Base
- 4 North Oxnard
- 5 Hemlock - Seabridge - Wooley
- 6 Oxnard - Ventura – Main St
- 7 Oxnard College - Centerpoint Mall
- 8 Oxnard Trans Ctr - Ox College - Ctrpt Mall
- 9 Lemonwood - Channel Islands Blvd
- 10 Pacific View Mall - Telegraph - Saticoy
- 11 Pacific View Mall - Telephone - Wells Ctr
- 14 Esplanade - St. John's - Nyeland Acres
- 15 Esplanade - El Rio - St. John's
- 16 Downtown Ojai - Pacific View Mall
- 17 Esplanade - Oxnard College
- 18 A, C, D, F - Oxnard School Boosters
- 19 Oxnard Trans Ctr - 5th St - Gonzales
- 20 Rice - Gonzales - 5th St
- 21 Pacific View Mall - Victoria Ave – C St

Figure 6



Passenger Boardings

During FY2014-15, the budget premise for passenger boardings was 3.96 million for fixed-route service and 90,733 for paratransit service. Both figures are estimated to be within 2% of actual passenger boarding figures.

District Fleet

The District owns a fleet of 54 fixed-route transit buses and 24 paratransit buses and vans that use compressed natural gas (CNG) and are fueled at the GCTD’s CNG fueling station. The District operates the fixed-route transit buses, but contracts with MV Transportation for the management and operation of GCT ACCESS, a regional paratransit service providing curb-to-curb transportation for people with disabilities and senior citizens.

Present Staffing Levels

The GCTD has 193 employees, the majority of whom operate buses or supervise bus service. The District is divided into the following departments: Finance and Administration, Human Resources, Planning and Marketing, Transit Operations, and Fleet and Facilities. Service Employees International Union Local 721 represents all bus operators, most maintenance employees, and five administrative staff members.

Future Staffing Levels

As a result of the District's move to the new *Administration and Operations Facility*, the GCTD will have the ability to expand its staffing and service levels. The new facility will be sized to accommodate a total of approximately 400 employees and 125 buses. The increase in the number of employees and vehicles would be used to support expanded service in the form of increased frequency on existing routes and possibly additional routes within the current service area.

WRITTEN DETERMINATIONS

The Commission is required to prepare a written statement of its determinations with respect to each of the subject areas provided below [Government Code § 56430(a)].

1. Growth and population projections for the affected area.

According to the State Department of Finance, as of January 1, 2014, the GCTD's service area was estimated to have a population of 439,912. By 2020 (based on the 2012-2035 RTP/SCS), the area currently served by the GCTD is expected to grow by approximately 25,000 people, or about 5.6%. This growth rate over five years equates to an estimated average annual growth rate of about 1%, resulting in a population projection for 2020 for the GCTD's service area as shown below in Figure 7 in bold font. Additional population projections for 2035 are also provided in Figure 7. According to GCTD staff, population growth is a consideration, albeit not a major one, in planning for future services offered by the District.

Figure 7

Jurisdictional Areas Within Ventura County	Population Projection for 2020	Population Projection for 2035
Camarillo	72,200	76,700
Fillmore	18,000	20,800
Moorpark	39,300	41,500
Ojai	8,400	9,400
Oxnard	216,700	244,500
Port Hueneme	22,100	22,500
San Buenaventura	116,900	128,800
Santa Paula	35,400	38,800
Simi Valley	129,700	133,200
Thousand Oaks	129,700	130,900
Unincorporated	100,500	107,200
<i>Total</i>	<i>889,000</i>	<i>954,000</i>

2. The location and characteristics of any disadvantaged unincorporated communities within or contiguous to the sphere of influence.

A *Disadvantaged Unincorporated Community* (DUC) is defined as a community with an annual median household income that is less than 80% of the statewide annual median household income (Government Code § 56033.5). According to Ventura LAFCo Commissioner's Handbook Section 3.2.5, Ventura LAFCo has identified two unincorporated communities that qualify to be DUCs:

- **Nyeland Acres:** the developed territory located north of the City of Oxnard and generally bounded by Santa Clara Avenue, Friedrich Road, Almond Drive and State Route 101; and

- **Saticoy:** the area east of the City of San Buenaventura generally described as being within the boundaries of the Ventura County Saticoy Area Plan.

The GCTD's sphere of influence has not yet been determined by the Commission. The Saticoy community receives GCTD fixed-route bus service to and from the City of Ventura (Route 10) and the City of Oxnard effective July 26, 2015 (Route 22), and the Nyeland Acres community receives fixed-route bus service to and from the City of Oxnard (Route 14, to be changed to Route 22 effective July 26, 2015). As the GCTD's service area includes all unincorporated areas of Ventura County, and it provides fixed-route service to Saticoy and Nyeland Acres, the GCTD's sphere of influence would logically include both of these communities.

3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies.

The GCTD, currently based at 301 East Third Street in Oxnard, operates a fleet of 54 fixed-route buses (running 21 service routes) and 24 paratransit buses and vans, and employs 193 staff. The District has outgrown its current facility, and is in the process of developing a replacement *Administration and Operations Facility* at a new 15-acre location at the northwest corner of Auto Center Drive and Paseo Mercado in Oxnard. The replacement facility will be sized to accommodate a total of approximately 400 employees and 125 buses. The increase in the number of employees and vehicles would support expanded service in the form of increased frequency on existing routes and possibly additional routes within the current service area.

The GCTD principal act provides a mechanism for non-member cities (i.e., Camarillo, Santa Paula, Fillmore, Moorpark, Simi Valley, and Thousand Oaks) to join the District in the future. District staff does not anticipate expansion of the service area to include any of the non-member cities at this time.

4. Financial ability of agencies to provide services.

The adopted GCTD Operating Budget for FY2015-16 is \$22,096,000. Revenue sources include LTF revenues of \$12,682,800 (approximately 57% of revenue sources), federal revenue sources of \$3.7 million (approximately 17%), and passenger fares of \$3.5 million (approximately 16%). Of note, since becoming a District, the GCTD is entitled to collect all of the LTF funds allocated to its member agencies (approximately \$15 million), of which approximately \$2.5 million is redistributed to member agencies to cover local transit costs. Most of the GCTD's operating expenses are for operation of fixed-route service (about \$11.9 million, or approximately 54%).

The GCTD provides transit services directly, and paratransit services indirectly by contract with MV Transportation. Based on a review of the adopted FY2015-16 budget, it appears

that the GCTD has the financial ability to provide a full range of transit and paratransit services.

In order to realize the new *Administration and Operations Facility*, the GCTD has identified \$26.3 million (through federal and state grants) of the \$52.1 million necessary to fund the construction project. Additionally, using revenue from grants, the District plans to replace buses and add several buses to its fleet.

5. Status of, and opportunities for, shared facilities.

The Ojai Trolley and VCTC Transit have historically provided public transit service within both unincorporated and incorporated Ventura County. These services include areas of overlap with the GCTD's current service area. In 2013, the cities of Simi Valley, Moorpark, Thousand Oaks, and Camarillo, and the County of Ventura formed the ECTA in order to enhance transit service and improve coordination amongst systems. In 2014, LAFCo authorized CSA 4 to provide transportation services (i.e., the Kanan Shuttle) within the unincorporated area of Oak Park. In 2015, VCTC began operation of the Valley Express, which provides public transit service in and surrounding the Santa Paula, Fillmore, and Piru areas of Ventura County.

All of the transit services listed above provide public transit services within either the GCTD's service area or other areas of Ventura County. The GCTD may wish to consider exploring opportunities, where available and if necessary, to combine and/or coordinate service efforts with other agencies for the transit services described above.

6. Accountability for community service needs, including governmental structure and operational efficiencies.

The GCTD is accountable through an appointed legislative body, adherence to applicable government code sections, open and accessible Board of Directors meetings, public dissemination of information, and encouragement of public participation. The GCTD maintains a website that includes basic information about the District, a basic directory of District services, current and recent Board of Directors agendas and meeting minutes, and current and past budgets. The GCTD could improve its website for the purpose of transparency by posting its current adopted final budget in a prominent place on the website. Additionally, the District may wish to consider adding Spanish language features to its website in order to reach a wider customer base. The GCTD is currently in the process of updating its logo, bus paint scheme, and website, and plans to implement these features in a new website design.

The GCTD achieves operational efficiencies by way of contract for paratransit services. Additionally, the planned relocation of the District headquarters to the new *Administration and Operations Facility* will provide opportunities for additional employees and vehicles, resulting in an improved level of service to the District's customers.

7. Any other matter related to effective or efficient service delivery, as required by Commission policy.

No other matters were identified.

APPENDIX A

Transportation Development Act (TDA) Funds

The largest share of local funding to the GCTD is provided through the use of TDA funds, consisting of a combination of [Local Transportation Funds](#) and [State Transit Assistance Funds](#). As a district, GCTD is entitled to claim all LTF funds allocated by VCTC to its member agencies based on population. As part of GCTD's budget process, District members may, in turn, claim from GCTD a portion of the funds for recurring expenses associated with transit services for the operation and maintenance of locally supported transit facilities. LTF funds in the claim are typically used by GCTD to support operations and capital projects.

Local Transportation Funds (LTF)

LTF is the single largest source of GCTD funding for operating costs. The funds are generated through a state ¼ -cent sales tax authorized by the TDA. LTF funds are allocated by VCTC to each local jurisdiction through a population-based formula. On July 1, 2014 GCTD changed from a JPA to a transit district. Under GCTD's district legislation, it is entitled to claim all of the LTF allocated to its members; however GCTD members may claim from GCTD a portion of those funds for transit services or the operation and maintenance of locally supported transit facilities. The district's by-laws provide for this process, by which each member may submit to GCTD its LTF funding requests.

State Transit Assistance (STA) Funds

STA Funds are allocated directly to GCTD from the State Controller's Office through VCTC. STA is funded by a state sales tax on diesel fuel. GCTD budgets for STA revenue using very preliminary estimates and normally claims only the budgeted amount, so GCTD will often carry a balance over from year to year when receipts exceed estimates.

Federal Grant Funds

GCTD receives FTA Section 5307 formula funds for operating assistance, service administration and support, capital assistance for paratransit and preventive maintenance activities, and capital programming. The matching ratio for Section 5307 formula funds is 80% federal and 20% local for capital and planning assistance, and 50% federal and 50% local for operating assistance. The allocation amount of Section 5307 formula funds is determined by the population of the area and the level of service provided.