DATE        July 1, 2015
TO           GCTD Board of Directors
FROM  Steven Brown, General Manager
SUBJECT     Review and Provide Direction to Staff About the Draft Ventura Local Agency Formation Commission’s Municipal Service Review for the Gold Coast Transit District

I. SUMMARY

Local Agency Formation Commissions (LAFCOs) 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. 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. One of the ways they help accomplish the purposes is by determining a sphere of influence for each city and special district over which they have authority. LAFCo shall determine the sphere of influence for any newly formed district within one year of the effective date of the formation of the district.

This report transmits the most recent draft Municipal Service Review for Gold Coast Transit District to the Board members in advance of the July 15, 2015 public hearing that LAFCo has scheduled for this item. Possible actions for the District to consider taking on this item could include transmittal of a letter to LAFCo expressing support for the conclusions reached in the Draft MSR along with support for establishing a Sphere of Influence that would be consistent with the District boundaries as included in the legislation creating GCTD.

It is recommended that the Board review the Draft MSR and provide direction to staff about any actions to be taken prior to the July 15, 2015 public hearing scheduled by LAFCo.

II. BACKGROUND

The General Manager and staff have met with LAFCo staff over the last few months to provide input and information to them as they have developed the attached document. A few additional edits may be made before the document is finalized and the hearing is held. In developing the Municipal Service Review (MSR), LAFCo must make written determinations relating to the following seven factors, which are described in much more detail in the draft MSR:

1. Growth and population projections for the affected area
2. Location and characteristics of any disadvantaged unincorporated communities
3. Present and planned capacity of public facilities, adequacy of public services, and infrastructure needs or deficiencies
4. Financial ability of agencies to provide services
5. Status of, and opportunities for, shared facilities
6. Accountability for community service needs
7. Any other matter related to effective or efficient service delivery, as required by Commission Policy

The LAFCo review process is required by state law and LAFCo staff has been very diligent about researching GCTD, seeking input and comments from our staff and incorporating those comments into the draft document.

III. RECOMMENDED ACTION

Possible actions for the District to consider taking on this item could include transmittal of a letter to LAFCo expressing support for the conclusions reached in the Draft MSR along with support for establishing a Sphere of Influence that would be consistent with the District boundaries as included in the legislation creating GCTD.

It is recommended that the Board review the Draft MSR and provide direction to staff about any actions to be taken prior to the July 15, 2015 public hearing scheduled by LAFCo.

Attachments:

Draft Municipal Service Review
Public Hearing Notice
Ventura Local Agency Formation Commission

Gold Coast Transit District

Municipal Service Review

Prepared By:
Ventura Local Agency Formation Commission
800 S. Victoria Avenue
Ventura, CA 93009-1850

DRAFT
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INTRODUCTION

Local Agency Formation Commissions (LAFCOs) 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
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

Types of Service
Fixed-route bus services
Paratransit services

Staff
193 employees

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 AB 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:

*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.
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:

<table>
<thead>
<tr>
<th>Area</th>
<th>Population</th>
<th>Area (Sq.Mi)</th>
</tr>
</thead>
<tbody>
<tr>
<td>City of Ojai</td>
<td>7,594</td>
<td>4.37</td>
</tr>
<tr>
<td>City of San Buenaventura</td>
<td>108,961</td>
<td>21.99</td>
</tr>
<tr>
<td>City of Oxnard</td>
<td>203,645</td>
<td>27.08</td>
</tr>
<tr>
<td>City of Port Hueneme</td>
<td>22,399</td>
<td>4.50</td>
</tr>
<tr>
<td>Unincorporated Ventura County</td>
<td>97,313</td>
<td>1,636.18</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>439,912</strong></td>
<td><strong>1,694.12</strong></td>
</tr>
</tbody>
</table>

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.

Public Agencies with Overlapping Jurisdiction

The following public agencies have overlapping jurisdiction with the GCTD:

- Area Housing Authority of County of Ventura
- Barstow Cemetery District
- Bell Canyon Community Services District
- Briggs Elementary School District
- Calleguas Municipal Water District
- Camarillo Health Care District
- Camrosa Water District
- Casitas Municipal Water District
- Channel Islands Beach Community Services District
- City of Ojai
- City of Ventura
- City of Oxnard
- City of Port Hueneme
- County of Ventura

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).
Of the agencies listed above, several provide public transit services within the jurisdictional boundaries\(^3\) of the GCTD. 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:

\(^3\) 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).
• **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 between the Santa Paula, Fillmore, and Piru areas of Ventura County. The Valley Express became operational in March 2015.

The cities of Simi Valley, Moorpark, Thousand Oaks, and Camarillo each operate their own public transit systems. These four cities and the County of Ventura have formed the East County Transit Alliance (ECTA) in order to enhance transit service and improve coordination amongst systems. The GCTD does not anticipate that any of these cities, or the cities of Santa Paula or Fillmore, will seek to become members of the GCTD within the foreseeable future.

**Summary Financial Information**

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.

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4 Financial information was collected from GCTD FY2015-16 Budget. See Appendix A for a more detailed explanation of funding sources.
Figure 2

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Passenger Fares-Fixed Route</td>
<td>$2,870,000</td>
<td>$2,996,373</td>
<td>$2,993,700</td>
<td>$3,285,400</td>
</tr>
<tr>
<td>Passenger Fares-Paratransit</td>
<td>$166,600</td>
<td>$202,324</td>
<td>$224,100</td>
<td>$213,500</td>
</tr>
<tr>
<td>Special Transit Fares (FR) - Member Governments</td>
<td>$565,000</td>
<td>$390,000</td>
<td>$350,000</td>
<td>$165,000</td>
</tr>
<tr>
<td>Special Transit Fares (PT) - Member Governments</td>
<td>$80,000</td>
<td>$30,000</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td>Interest</td>
<td>$18,000</td>
<td>$13,885</td>
<td>$15,000</td>
<td>$12,000</td>
</tr>
<tr>
<td>Advertising Income</td>
<td>$200,000</td>
<td>$231,998</td>
<td>$225,000</td>
<td>$245,000</td>
</tr>
<tr>
<td>Energy Credit Revenue</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$121,200</td>
</tr>
<tr>
<td>Other</td>
<td>$1,000</td>
<td>$13,603</td>
<td>$1,000</td>
<td>$1,000</td>
</tr>
<tr>
<td>Operating Assistance-State</td>
<td>$192,000</td>
<td>$192,000</td>
<td>$250,000</td>
<td>$210,000</td>
</tr>
<tr>
<td>Operating Assistance-Local (LTF)</td>
<td>$11,636,300</td>
<td>$9,631,812</td>
<td>$12,385,200</td>
<td>$12,682,800</td>
</tr>
<tr>
<td>Demo Project – Vineyard Corridor Route</td>
<td>$574,800</td>
<td>$502,824</td>
<td>$297,200</td>
<td>$0</td>
</tr>
<tr>
<td>Demo Project – Victoria Route</td>
<td>$683,000</td>
<td>$595,042</td>
<td>$701,500</td>
<td>$500,000</td>
</tr>
<tr>
<td>Demo Project – Wells Center/Nyeland Acres</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$684,000</td>
</tr>
<tr>
<td>JARC Funding for Route 20</td>
<td>$110,000</td>
<td>$110,000</td>
<td>$129,500</td>
<td>$133,400</td>
</tr>
<tr>
<td>Operating Assistance – Federal</td>
<td>$1,000,000</td>
<td>$1,000,000</td>
<td>$1,100,000</td>
<td>$1,050,000</td>
</tr>
<tr>
<td>Preventive Maintenance – Federal</td>
<td>$1,500,000</td>
<td>$1,500,000</td>
<td>$1,750,000</td>
<td>$1,632,700</td>
</tr>
<tr>
<td>Paratransit Assistance – Federal</td>
<td>$940,000</td>
<td>$940,000</td>
<td>$990,000</td>
<td>$840,000</td>
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<tr>
<td>Planning Assistance – Federal</td>
<td>$80,000</td>
<td>$80,000</td>
<td>$346,200</td>
<td>$200,000</td>
</tr>
<tr>
<td>Medi-Cal Reimbursement/Paratransit</td>
<td>$0</td>
<td>$96,217</td>
<td>$100,000</td>
<td>$120,000</td>
</tr>
<tr>
<td>Other Fed Grants and Reimbursements</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
<td>$0</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$20,616,700</strong></td>
<td><strong>$18,526,078</strong></td>
<td><strong>$21,858,400</strong></td>
<td><strong>$22,096,000</strong></td>
</tr>
</tbody>
</table>

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%).

Figure 3

<table>
<thead>
<tr>
<th></th>
<th></th>
<th></th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Fixed Route</td>
<td>$11,460,200</td>
<td>$10,431,838</td>
<td>$11,915,500</td>
<td>$11,895,000</td>
</tr>
<tr>
<td>Paratransit</td>
<td>$2,434,800</td>
<td>$2,512,184</td>
<td>$2,974,200</td>
<td>$2,924,600</td>
</tr>
<tr>
<td>Maintenance</td>
<td>$3,462,800</td>
<td>$2,926,278</td>
<td>$3,582,600</td>
<td>$3,479,600</td>
</tr>
<tr>
<td>Administration</td>
<td>$2,331,400</td>
<td>$1,938,629</td>
<td>$2,414,400</td>
<td>$2,713,400</td>
</tr>
<tr>
<td>Planning and Marketing</td>
<td>$927,500</td>
<td>$722,554</td>
<td>$971,700</td>
<td>$1,083,400</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>$20,616,700</strong></td>
<td><strong>$18,531,482</strong></td>
<td><strong>$21,858,400</strong></td>
<td><strong>$22,096,000</strong></td>
</tr>
<tr>
<td><strong>Total Fixed Route</strong></td>
<td><strong>$18,181,900</strong></td>
<td><strong>$16,019,298</strong></td>
<td><strong>$18,884,200</strong></td>
<td><strong>$19,171,400</strong></td>
</tr>
<tr>
<td><strong>Total Paratransit</strong></td>
<td><strong>$2,434,800</strong></td>
<td><strong>$2,512,184</strong></td>
<td><strong>$2,974,200</strong></td>
<td><strong>$2,924,600</strong></td>
</tr>
</tbody>
</table>

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 2040 Population Forecast prepared by the Ventura Council of Governments, dated 2008, 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:

<table>
<thead>
<tr>
<th>Jurisdictional Areas Within Ventura County</th>
<th>Population Projection for 2020</th>
<th>Population Projection for 2030</th>
<th>Population Projection for 2040</th>
</tr>
</thead>
<tbody>
<tr>
<td>Camarillo</td>
<td>67,764</td>
<td>73,578</td>
<td>79,391</td>
</tr>
<tr>
<td>Fillmore</td>
<td>18,459</td>
<td>20,991</td>
<td>23,522</td>
</tr>
<tr>
<td>Moorpark</td>
<td>38,304</td>
<td>41,755</td>
<td>45,206</td>
</tr>
<tr>
<td>Ojai</td>
<td>9,287</td>
<td>10,094</td>
<td>10,901</td>
</tr>
<tr>
<td>Oxnard</td>
<td>234,304</td>
<td>242,000</td>
<td>250,608</td>
</tr>
<tr>
<td>Port Hueneme</td>
<td>22,793</td>
<td>23,791</td>
<td>24,788</td>
</tr>
<tr>
<td>San Buenaventura</td>
<td>118,073</td>
<td>127,836</td>
<td>137,600</td>
</tr>
<tr>
<td>Santa Paula</td>
<td>36,502</td>
<td>40,576</td>
<td>44,650</td>
</tr>
<tr>
<td>Simi Valley</td>
<td>123,130</td>
<td>129,419</td>
<td>135,708</td>
</tr>
<tr>
<td>Thousand Oaks</td>
<td>123,705</td>
<td>128,031</td>
<td>132,356</td>
</tr>
<tr>
<td>Unincorporated</td>
<td>101,255</td>
<td>105,961</td>
<td>110,645</td>
</tr>
</tbody>
</table>

The jurisdictional areas and population 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 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.
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
12. Esplanade - St. John’s - Nyeland Acres
13. Esplanade - El Rio - St. John’s
14. Downtown Ojai - Pacific View Mall
15. Esplanade - Oxnard College
16. A, C, D, F - Oxnard School Boosters
17. Oxnard Trans Ctr - 5th St - Gonzales
18. Rice - Gonzales - 5th St
19. Pacific View Mall - Victoria Ave – C St
20. Oxnard Trans Ctr - 5th St
21. Pacific View Mall - Victoria Ave – C St

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 Ventura Council of Governments report), the area currently served by the GCTD is expected to grow by approximately 45,800 people, or about 10.4%. This growth rate over five years equates to an estimated average annual growth rate of about 2%, 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 2030 and 2040 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

<table>
<thead>
<tr>
<th>Jurisdictional Areas within Ventura County</th>
<th>Population Projection for 2020</th>
<th>Population Projection for 2030</th>
<th>Population Projection for 2040</th>
</tr>
</thead>
<tbody>
<tr>
<td>Camarillo</td>
<td>67,764</td>
<td>73,578</td>
<td>79,391</td>
</tr>
<tr>
<td>Fillmore</td>
<td>18,459</td>
<td>20,991</td>
<td>23,522</td>
</tr>
<tr>
<td>Moorpark</td>
<td>38,304</td>
<td>41,755</td>
<td>45,206</td>
</tr>
<tr>
<td>Ojai</td>
<td>9,287</td>
<td>10,094</td>
<td>10,901</td>
</tr>
<tr>
<td>Oxnard</td>
<td>234,304</td>
<td>242,000</td>
<td>250,608</td>
</tr>
<tr>
<td>Port Hueneme</td>
<td>22,793</td>
<td>23,791</td>
<td>24,788</td>
</tr>
<tr>
<td>San Buenaventura</td>
<td>118,073</td>
<td>127,836</td>
<td>137,600</td>
</tr>
<tr>
<td>Santa Paula</td>
<td>36,502</td>
<td>40,576</td>
<td>44,650</td>
</tr>
<tr>
<td>Simi Valley</td>
<td>123,130</td>
<td>129,419</td>
<td>135,708</td>
</tr>
<tr>
<td>Thousand Oaks</td>
<td>123,705</td>
<td>128,031</td>
<td>132,356</td>
</tr>
<tr>
<td>Unincorporated</td>
<td>101,255</td>
<td>105,961</td>
<td>110,645</td>
</tr>
</tbody>
</table>

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 East County Transit Alliance 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 between 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.
NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the following matter will be heard by the Ventura Local Agency Formation Commission (LAFCo) at a public hearing and that all interested persons are invited to be present and heard:

LAFCo 15-09S Determination of a Sphere of Influence for the Gold Coast Transit District

Written communications may be directed to: Ventura LAFCo, c/o Kai Luoma, Executive Officer, 800 S. Victoria Avenue, Ventura, CA 93009-1850.

Project Description: The project involves the determination of a sphere of influence for the Gold Coast Transit District (GCTD). A sphere of influence is defined as “a plan for the probable physical boundaries and service area of a local agency, as determined by the commission” (Government Code § 56076). The GCTD, previously operated under a Joint Powers Agreement as “Gold Coast Transit”, provides fixed-route bus and paratransit services to the cities of Ojai, San Buenaventura, Oxnard, and Port Hueneme, and the unincorporated County area. In order to determine the sphere of influence, LAFCo must conduct a review of the municipal services provided and prepare written determinations.

Purpose of the Public Hearing: Pursuant to Government Code § 56425(a), LAFCo is required to determine a sphere of influence for each city and special district under its purview. The public hearing will occur and action may be taken with respect to the determination of a sphere of influence boundary for the GCTD. At the Public Hearing, LAFCo will consider all written and oral comments that have been submitted regarding the matter. Written communications may be directed to: Ventura LAFCo, c/o Kai Luoma, Executive Officer, Ventura LAFCo, 800 S. Victoria Avenue, Ventura, CA 93009-1850.

Date/Time/Location of Public Hearing: The Public Hearing will be held:

DATE: Wednesday, July 15, 2015
TIME: 9:00 a.m.
LOCATION: Board of Supervisors Hearing Room
Ventura County Government Center, Hall of Administration, Main Plaza
800 South Victoria Avenue, Ventura, CA 93009

Environmental Review: This project is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines § 15061(b)(3).

Notice and Hearing Requirements: This notice and the hearing are being conducted to comply with California Government Code § 56427.

Availability of Proposal Information: Information may be obtained from records on file with the Ventura LAFCo, located at the Ventura County Government Center, Hall of Administration, Fourth Floor, 800 South Victoria Avenue, Ventura, CA 93009. The staff report will be available on the Ventura LAFCo website (www.ventura.lafco.ca.gov) no later than July 10, 2015.

ADA Compliance: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please call (805) 654-2576. Notification 48 hours prior to the meeting will enable Ventura LAFCo to make reasonable arrangements to ensure accessibility to this meeting.