



**GCT Technical Advisory Committee (TAC)
Wednesday, January 20, 2010
1:30 p.m.
Gold Coast Transit Board Room**

Meeting Summary

TAC Members Present: Jeff Hereford, City of Ventura; Drew Lurie, City of Ojai; Kathy Connell, Ventura County; Jason Lott, City of Port Hueneme; Ashley Golden, City of Oxnard, and Vic Kamhi, VCTC (ex-officio).

TAC Members Absent: Martin Erickson City of Oxnard.

GCT Staff Present: Deborah Linehan, General Manager; Steve Brown, Planning & Marketing Director; Andy Mikkelson, Director of Transit Operations; Chuck McQuary, Transit Planner and Helene Buchman, Planner.

Members of the Public: None

1. Call to Order/Introductions

Chair Jeff Hereford called the TAC meeting to order at 1:35 p.m. and introductions were made.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

None

4. Approval of December 18, 2009 Meeting Summary

Kathy Connell made a motion to approve the December meeting summary. Drew Lurie seconded the motion, and it passed unanimously.

5. Review Next Phase of GCT Strategic Planning - Deborah Linehan

Deborah reported that we are currently compiling a review of Board comments from the December Strategic session for review at their February meeting. The session provided a basis for a creative process in drafting goals for subsequent in-depth review by the board. Deborah is pleased with the revised Mission Statement that was developed at the session.

Jeff Hereford asked if more information will be available regarding Fair Share pricing and distribution of the fixed and allocated costs in the budget process. Deborah indicated that there are different approaches that need further review. The current JPA does not address the allocation of costs at a detailed level.

6. Update on Resident's Complaints from the Restructuring of Route 16 Ojai/Ventura Thompson Blvd. - Helene Buchman

Helene described the route change (reverse direction of the current loop on Rice Road) and the notification process to property owners along that segment of the route. Before and after the change, there was significant e-mail communication between staff and those who board their horses at the facility located on the route and ride in the area. Accordingly, several operational procedures were incorporated into instructions to all GCT operators. Essentially, operators were instructed to maintain speeds not to exceed 20 mph and to slow or stop when observing a horse and rider traveling on the route loop. Despite all the precautions taken, some riders still have issues with the bus being on the loop.

7. Implementation Plans for the January 24th Service Change and Fare Increase- Steve Brown

Steve outlined the following steps in process or to be taken:

- New tickets and passes will be distributed to the outlets today;
- Transit Guides will be stationed at the OTC and C Street Transfer Center. One Guide will ride Route 16 to advise riders of the change to the Rice Road loop and new weekday morning service for Casitas Springs;
- New car cards on the buses today;
- Website will be updated;
- New Bus Books have been distributed;
- All Operators have been instructed on the route and fare changes;
- Fareboxes will be updated to recognize the new cash fares.

8. Response to FTA Livability Funding Grant Program and Prop 1B Call for Projects- Steve Brown

Steve distributed a hand-out that outlines the projects and their funding.

Prop 1B proposed projects include the following:

- \$200,000 Bus stop enhancements for shelters and benches, etc.

- \$500,000 Automatic Voice Annunciators
- \$1,000,000 Additional funds for current facility remodel project
- \$700,000 ACCESS automatic call-back phone system
- \$250,000 Operator Training and Performance Monitoring and Evaluation System

Federal Stimulus 2 Projects – the above list plus:

- 10% for ADA Operations
- 10% for Fixed Route Operations

Prop 1B long term

- All remaining GCT funds plus funds from VTC to total \$15 million for new facility including land purchase, final design, construction and expansion equipment

Steve advised that all the Projects listed will require an update to the FTIP.

While this was noted in the Agenda as an ACTION Item, it was provided as information only. All members approved the projects presented by Steve.

9. Update on the Vineyard Corridor Study- Helene Buchman

Helene described the timeline for different tasks within the Study. The tasks will be reviewed with the TAC Corridor Study Subcommittee at a date and time to be determined. Helene is currently preparing an update on the project for a later review with Caltrans.

10. Incorporation of TAC Action Items into the GCT Board Report- Helene Buchman

Helene distributed the draft format that will provide formal input of TAC Action Items to the Board as part of the monthly Board packet.

11. Future Agenda Items

Helene suggested that we re-visit the Transit Service Strategy & Plan (TSSP) at the February TAC meeting to prepare a formal input to the Board for their March meeting.

12. Adjournment

There being no further business, Chair Hereford adjourned the meeting at 2:25 p.m.

Minutes Approved:



**GCT Technical Advisory Committee (TAC)
Sign-in Sheet
January 20, 2010, 1:30 p.m.**

Agency Represented	Committee Member		Committee Alternate	
	Initials	Name	Initials	Name
Ojai	DL	Drew Lurie		Michael Culver
Oxnard		Martin Erickson	AG	Ashley Golden
Port Hueneme	JL	Jason Lott		Andy Santamaria
San Buenaventura	JH	Jeff Hereford		Tom Mericle Rick Gallegos
County of Ventura	KC	Kathy Connell		Butch Britt
VCTC (ex-officio)	VK	Vic Kamhi		Mary Travis
GCT (staff)	SB	Steven Brown	CB HB	Chuck McQuary Helene Buchman

Others in attendance:

Name	Organization	Phone Number
Andrew Mikholson	GCT	x 111
Debrah Linehan	GCT	x 118