



**GCT Technical Advisory Committee (TAC)
Wednesday, October 17, 2012
1:30 p.m.
Gold Coast Transit Board Room**

Meeting Summary

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

TAC Members Absent: Martin Erickson, City of Oxnard

GCT Staff Present: Steve Brown, General Manager; Steve Rosenberg, Director of Administrative Services; Andy Mikkelson, Director of Transit Operations, Helene Buchman, Director of Planning and Marketing, Chuck McQuary, Vanessa Rauschenberger, Claire Johnson-Winegar, Transit Planners and Cynthia Torres, Marketing and Communications Manager.

Members of the Public: None.

1. Call to Order/Introductions

Chair Jason Lott called the TAC meeting to order at 1:30 p.m. and introductions were made.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

Drew Lurie reported that concrete for the Route 16 stop at the "Y" is being poured this week.

4. Staff Comments

None

5. Approval of the September 19, 2012 Meeting Summary

Kathy Connell made a motion to approve the meeting summary. Jason Lott seconded the motion and it passed unanimously.

6. Strategic Planning Workshop Review- Helene Buchman

The language of the Gold Coast Transit District draft legislation was reviewed by the Board, including minor changes incorporated by GCT's legal consul. It is now in review with the local City Managers. Steve Brown and Helene will meet with City Managers tomorrow to review the document. Next steps include; development of a final draft of the legislation, followed by a presentation to the Board at their December meeting. Bi-partisan approval of the legislation is anticipated in January, 2013.

By-laws for the new District will be developed following its legislative approval. The proposed by-laws will be presented to TAC for review prior to submittal to the Board.

Kathy Connell suggested that VCTC send out a formal letter defining how TDA will be funded following formation of the new District and its effect on the local jurisdictions. She added that there is also a question regarding the Ojai Trolley; will it be funded by Federal 5311 funds or by the new GCT District?

7. Formation of Planning & Scheduling Advisory Team- Vanessa Rauschenberger

The team is a mix of senior and new drivers and driver supervisors working with the Planning & Marketing Department in detailed review of current schedules for each route. Its purpose is to adjust route schedules based on input from the team based on their test drives of specific routes. Their input, after review, will be incorporated into our next service change, scheduled in February 2013.

In response to Jeff Hereford's question about Drivers interest in participating with the team, Vanessa reported that they are not only interested, but enthused about having direct input on ways that can improve their work day as well as the service for our passengers. They also offered suggestions on amenities for bus stops, time point changes and other issues that could improve service.

8. Update on February 10, 2013 Service Change- Claire Johnson-Winegar

Claire provided a brief overview of the most significant changes, including

- Route 6- The Dakota stop (which required a turn-around in the Dakota/Sioux neighborhood) will be replaced with a stop at Ventura Ave. /Seneca that utilizes a turn-around adjacent to the vacant Ventura Avenue Elementary school. The Dakota stop will remain open for the southbound Route 16 service.
- Route 11 Telegraph/Wells Center- Service will be extended up to the Community Memorial Hospital. This route will no longer enter the VTC; it will instead board and de-board passengers both directions on Telegraph Road at the entrance to the VTC. The new Route 21 will then replace the Route 11 boarding area in the VTC.
- Route 21 Victoria Avenue Corridor- This is funded by a CMAQ grant that will provide direct service between the C Street Transfer Center and the VTC via Channel Island Blvd. and Victoria Ave. Steve Brown reported that there will be an improved stop for this route installed at Villa Victoria housing center on Victoria Ave. Ashley Golden added that a new 8'-12' sidewalk will be installed at that stop.

9. Update on VISTA Activities

With regard to the RFP for VISTA service beyond July 2013, GCT and VCTC are awaiting approval from FTA (Leslie Rogers) for request of an extension to a later start date.

There are still open issues related to VISTA services, e.g., marketing, fare media ADA certification, costs for transition of certain management tasks from VCTC to GCT, etc.

The Ojai Trolley could also be affected by the funding decisions to be reached between Caltrans and VCTC.

10. Review of Planned Marketing Activities- Cynthia Torres

Staff is currently developing outreach activities planned for key area impacted by the February service change. More information will be presented at the next TAC meeting.

11. Future Agenda Items

- By Laws for the new District
- VISTA RFP Status
- Final Draft on District Legislation

- Route 21 Promotion Plans

12. Adjournment

Chair Lott adjourned the meeting at 2:35 p.m.

Minutes Approved:



**GCT Technical Advisory Committee (TAC)
Sign-in Sheet
October 17, 2012 1:30 p.m.**

Agency Represented	Committee Member		Committee Alternate	
	Initials	Name	Initials	Name
Ojai	DL	Drew Lurie		TBD
Oxnard		Martin Erickson	aj	Ashley Golden
Port Hueneme	[Signature]	Jason Lott		Andy Santamaria
San Buenaventura	JH	Jeff Hereford		Tom Mericle Rick Gallegos
County of Ventura	KC	Kathy Connell		David Fleisch
VCTC (ex-officio)	VK	Vic Kamhi		Myra Montejano
GCT (staff)	[Signature]	Helene Buchman	[Signatures]	Chuck McQuary Vanessa Rauschenberger Claire Johnson-Winegar

Others in attendance:

Name	Organization	Phone Number
Anchika Mikkelsen	GCT	x111
Cynthia Lee	GCT	x110
Steven Brown	GCT	
Steve Caserbon	GCT	x119