

Item No. 1



**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, MARCH 6, 2013 10:00 A.M.**

Call to Order

Chair John C. Zaragoza called the regular meeting of the Board of Directors of Gold Coast Transit to order at 10:00 A.M. at the GCT Administrative Facility, 301 E. Third St., Oxnard, California.

Roll Call

Chair John C. Zaragoza – County of Ventura
Vice-Chair Carl Morehouse – City of Ventura
Director Bryan MacDonald – City of Oxnard
Director Jonathan Sharkey – City of Port Hueneme
Director Paul Blatz – City of Ojai

Staff Present

Steven P. Brown, General Manager
Nancy Kierstyn Schreiner, General Counsel
Helene Buchman, Director of Planning and Marketing
Steve Rosenberg, Director of Administrative Services
Rob Lurie, Director of Fleet & Facilities
Andrew Mikkelson, Director of Transit Operations
Margaret Heath, Paratransit & Special Projects Specialist
Claire Johnson-Winegar, Transit Planner
Marlena Kohler, Buyer/DBE Officer
Roxanna B. Ibarra, Office Manager/Clerk of the Board

Ceremonial Calendar

The pledge of allegiance was led by Chair John C. Zaragoza.

General Public Comment Period

There were none.

Board of Directors' Reports

Vice Chair Morehouse updated the Board of Directors on the VCTC meeting. Vice-Chair Morehouse stated VCTC will continue to operate VISTA in the future.

General Manager's Report

Mr. Brown reported GCT had received delivery of the bicycle racks and is in the process of installing racks and launching a publicity campaign. Mr. Brown also reported a retirement luncheon was held in the GCT's Driver's lounge to honor bus operator Debbie Thacker who was retiring after 35 years of dedicated service to GCT along with being one of two drivers to be a member of the two million mile safe driver club. Mr. Brown stated Debbie Thacker was a great role model driver and thanked her for her hard work and dedication to the agency. Mr. Brown reported the meeting with State Senator Hannah Beth Jackson and KK Holland in regards to the district went well.

Agenda Review

There were none

Consent Agenda

1. Consider Approval of Minutes of February 6, 2013 Board of Directors Meeting
2. Consider Approval of Expenditures for the Month of January 2013
3. Consider Approval of Budget Income Statement for Month Ending January 2013
4. Consider Approval of Treasurer's Report for January 2013
5. Consider Approval of Financial Statements and Schedule of Money Transfers for January 2013
6. Consider Approval of General Manager's Expense Report for February, 2013

Director Sharkey moved to approve consent agenda 1 thru 6. Vice-Chair Morehouse moved to second the motion.

Roll Call

Yes:

No: None

Director MacDonald
Director Sharkey
Vice-Chair Morehouse
Director Blatz
Chair Zaragoza

The motion passed unanimously.

Public Comments on Agenda Items

There were none.

Formal Items

7. **Consider Authorizing Award of a Contract for ACCESS Paratransit Scheduling and Dispatching Software to Trapeze** – Marlena Kohler, Purchasing Manager/DBE Officer

Ms. Kohler reported to the Board of Directors GCT would like to award a contract for the ACCESS paratransit scheduling and dispatching software. Ms. Kohler stated this proprietary software is used to help facilitate the transportation needs of GCT ACCESS paratransit clients. MS. Kohler stated the contract term is to be one year and eight months plus two (2) one-year options for a total amount of \$177,227, including option year. Ms. Kohler stated the initial contract term, identified as November 1, 2012 through June 30, 2014, would align the renewal dates of the Trapeze applications used by GCT and Option YEAR ONE, identified as July 1, 2014 through June 30, 2015 and Option Year Two as July 1, 2015 through June 30, 2016 will align GCT's contract terms with those of the other County Operators.

Director MacDonald moved to approve Authorizing Award of Contract for ACCESS Paratransit Scheduling and Dispatching Software to Trapeze. Director Sharkey seconded the motion.

Roll Call

Yes:

No: None

Director MacDonald
Director Sharkey
Vice-Chair Morehouse
Director Blatz
Chair Zaragoza

The motion passed unanimously.

8. Consider Authorizing Award of a Joint Procurement Contract for Replacement of Fare Boxes and Fare Collection System to GFI Genfare
– Marlena Kohler, Purchasing Manager/DBE Officer

MS. Kohler reported to the Board of Directors GCT currently operates 54 buses in their fleet, with the exception of the eight (8) replacement units, GCT's fare boxes and associated fare system components are currently over twenty four years old. Ms. Kohler stated these components lack many modern features that would be advantageous to GCT's operations. Ms. Kohler reported the maintenance requirements and cost are increasing as the components GCT currently has continue to age. Ms. Kohler stated that as a result GCT is interested in upgrading their fare collection equipment. Ms. Kohler reported an RFP for replacement of fare boxes and fare collection systems was issued on August 20, 2012. Ms. Kohler reported this was a joint procurement with Thousand Oaks Transit (TOT) and Simi Valley (SVT) as well as an option for the purchase of fare boxes for Ventura County Transportation Commission (VISTA). Ms. Kohler stated the joint procurement RFP to replace fare boxes and fare

collection system for Gold Coast Transit, Thousand Oaks and Simi Valley Transit was issued and competitive proposals were received to satisfy the requirements. Technical evaluation and price analysis was conducted and the proposal from GFI was determined to be fair and reasonable and to be the most advantageous to GCT, TOT and SVT, price and other factors considered. Ms. Kohler stated that at this time it is recommended the Board of Directors authorize award of contract for replacement of fare boxes and fare collection system to GFI Genfare in the amount of \$799,627 for GCT and \$585,450 for VISTA for a total amount of \$1,385,077 and authorize up to an additional 10% (\$138,507) to cover contingencies or possible changes during the contract period.

Director Sharkey moved to authorize Award of a Joint Procurement Contract for Replacement of Fare Boxes and Fare Collection System. Vice-Chair Morehouse moved to second the motion.

Roll Call

Yes:

No: None

Director MacDonald
Director Sharkey
Vice-Chair Morehouse
Director Blatz
Chair Zaragoza

The motion passed unanimously.

9. **Consider Authorization for the General Manager and Legal Counsel to Work with Legislative Sponsors throughout the legislative process and grant authority to General Manager and Legal Counsel to approve amendments, if necessary, to District Legislation** – Steven Brown, General Manager

Mr. Brown stated the Board approved the final version of the draft legislation which was submitted to the offices of Assemblymen Das Williams and Jeff Gorell. Mr. Brown stated Assemblyman Williams has introduced the district legislation, now known as AB 664. Mr. Brown stated that as of February 28, 2013, AB 664 is awaiting referral to a committee and must be in print for at least 30 days before it can be heard in a committee. Mr. Brown stated that due to the schedule of the legislature AB 664 may be heard no earlier than the first week in April. Mr. Brown stated GCT is requesting that the Board of Directors consider authorization to the General Manager and Legal Counsel to represent the best interest of GCT and approve any amendments and changes to the district legislation. He stated he and Legal Counsel working together will assure the Board that any proposed amendments have both administrative and legal review of the

changes. Mr. Brown noted even with any modification to the wording, GCT is confident that the bill will continue to move through the legislative process with little or no problem. He said staff would report to the Board and TAC members on the bill's progress, and will notify the Board of any opportunity to speak in favor of or send letters of support for the bill.

Director MacDonald approved Authorization for General Manager and Legal Counsel to work with Legislative Sponsors throughout the legislative process and grant authority to General Manager and Legal Counsel to approve amendments, if necessary, to District Legislation. Vice-Chair Morehouse seconded the motion.

Roll Call

Yes: No: None
 Director MacDonald
 Director Sharkey
 Vice-Chair Morehouse
 Director Blatz
 Chair Zaragoza

The motion passed unanimously.

Closed Session

- 10. Closed Session Conference With Real Property negotiators pursuant to Government Code 54956.8 Agency designated representatives:** Nancy Kierstyn Schreiner, General Counsel; Steven Brown, General Manager; Steve Rosenberg, Director of Administrative Services; Andrew Mikkelson, Director of Operations; Robert Lurie, Director of Fleet/Facilities; Helene Buchman, Director of Planning/Marketing; Alex Zaretsky, Human Resources and Risk Manager; Doug Shaw, Broker – CB Richard Ellis

Property Location:	Owner:
1. Property near corner of Gonzales and Rice Avenue – Sakioka Farms	Craig Kaihara Jeff Littell
2. Property at Santa Clara Avenue and Auto Center Drive – 2 parcels	1. Dean Walsh 2. Cameron Draine
3. Auto Center Drive and Paseo Mercado	Mike Wallace

Under negotiation price and terms of payment

- 11. Closed Session Conference with Labor Negotiators pursuant to Government Code 54957.6 -** Steven Brown, General Manager, Steve

Rosenberg, Director of Administrative Services, Alex Zaretsky, Human Resources and Risk Manager, Nancy Kierstyn Schreiner, General Counsel
Employee Organization: SEIU Local 721

Board of Directors went into closed session at 10:26 A.M.

12. Report from Closed Session – General Counsel

The Board of Directors reconvened into open session at 11:30 A.M. General Counsel Nancy Kierstyn Schreiner stated there were no announcements to me made at this time.

Information Items to Receive and File

There were none

There being no further business Chair John C. Zaragoza adjourned the Board of Director meeting at 11:30 A.M.

Minutes recorded by: Roxanna Ibarra, Clerk of the Board of Directors

Steven P. Brown
Secretary of the Board

Chair John C. Zaragoza
Board of Directors

Unless otherwise determined by the Board of Directors, **the next regular meeting of the GCT Board of Directors will be held on April 3, 2013 at 10:00 A.M. at the Gold Coast Transit Board Room, 301 E. Third St, Oxnard, CA 93030.** Copies of administrative reports relating to the Board agenda are available on-line at www.GoldCoastTransit.org or from the Office Manager, Gold Coast Transit, 301 E. Third St, Oxnard, CA, 93030