

**Item 1**



### **Call to Order**

Chair John C. Zaragoza called the regular meeting of the Board of Directors of Gold Coast Transit to order at 10:01 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  
Andrew Mikkelson, Director of Transit Operations  
Robert Lurie, Director of Fleet & Facilities  
Marlena Kohler, Purchasing Manager/DBE Officer  
Margaret Heath, Paratransit & Special Projects Manager  
Cynthia Torres, Communications & Marketing Manager  
Chuck McQuary, Transit Planner  
Vanessa Rauschenberger, Transit Planner  
Roxanna Ibarra, Office Manager

### **Ceremonial Calendar**

The pledge of allegiance was led by Chair Zaragoza. Chair Zaragoza along with the Board of Directors and Gold Coast Transit staff welcomed Assemblymember Das Williams. Chair Zaragoza stated the board as well as GCT were grateful and thankful to Assemblymember Williams for his leadership in taking assembly bill 664 to legislature. Chair Zaragoza and General Manager Steve Brown presented Assemblymember Williams with a proclamation, a commemorative pen, and a customized GCT bus stop sign. Assemblymember Williams thanked all and stated it was wonderful to work with GCT thru this process. The Assemblymember stated he is happy to see the beginning of GCT District looking with a larger vision to plan in a more regional and sustainable approach.

Chair Zaragoza, Assemblymember Das Williams and General Manager Steve Brown congratulated and thanked bus operators Alma Morales (20 years), Larry McCoy (10 years) and Hatim Ghazi (10 years) for their hard work and many years of dedicated service to GCT. Bus Operator Larry McCoy also announced he would be retiring at the end of the week. Chair Zaragoza along with board members and GCT staff wished him a happy retirement.

### **General Public Comment Period**

There were none.

### **Board of Directors' Reports**

Vice-Chair Morehouse stated he attended the Mobility 21 12<sup>th</sup> Annual Southern California Transportation Summit. Vice-Chair Morehouse stated this transportation conference focused on vital connections between transportation, energy, water health and education. Director MacDonald reported he attended CSUCI Science Fair which was overly popular this year and stated he would like to see if perhaps GCT would partner with CSUCI and do some sort of sponsorship and set up a shuttle service for this annual Science Fair event held in Oxnard. General Manager Steve Brown stated he would have staff look into this.

### **General Manager's Report**

General Manager reported there will tentatively be a special board meeting on December 18 to award the contract for the Architecture and Engineering firm for the Final Design of the new facility. Mr. Brown announced GCT will be celebrating the annual Safety Awards Day on Wednesday, November 20, 2013 from 4:00am to 3:30pm with a breakfast and lunch. He also reported a ticket exchange will take place at the Customer Service Center on November 23 and that the three position bike racks have been repaired and re-installed. Mr. Brown stated Google Transit is now available and trip planning and bus schedules can be obtained through Google Transit.

### **Agenda Review**

There were none.

### **Consent Agenda**

1. Consider Approval of Minutes of October 9, 2013 Board of Directors Meeting
2. Consider Approval of Expenditures for the Months of September 2013
3. Consider Approval of Treasurer's Report for September 2013
4. Consider Approval of Budget Income Statement for Month Ending September 2013
5. Consider Approval of Financial Statements and Schedule of Money Transfers for September 2013

Director Sharkey moved to approve consent agenda 1 thru 5. 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.

**Public Comments on Agenda Items**

There were none.

**Formal Items**

**6. Receive and File Update on the Drafting of Bylaws for the New Gold Coast Transit District-** Helene Buchman, Director of Planning & Marketing

Ms. Buchman stated GCT will be a district on July 1, 2014 and we are moving forward in drafting the bylaws. Ms. Buchman stated the Board of Directors appointed Director Sharkey and Director MacDonald to comprise the ad hoc committee to draft bylaws for the new Gold Coast Transit District. Ms. Buchman stated the ad hoc committee met and have some draft language to review with the TAC. Once staff has received input from all TAC members, appropriate edits will be made and the draft bylaws will be put on the November TAC agenda for review and recommendation. Legal Counsel is also reviewing the draft bylaws to provide input to TAC. Ms. Buchman stated staff intends to bring the TAC recommended draft bylaws to the Board of Directors for review and discussion in December. Ms. Buchman stated that with the input from the Board of Directors, staff will work with individual member agencies to schedule any desired local review of the draft bylaws.

**7. Consideration of Second Amendment to General Manager Employment Agreement-** Nancy Kierstyn Schreiner, General Counsel

Ms. Schreiner stated second amendment to section 3A was revised to reflect one or two contingencies occurring.

Director MacDonald moved to adopt Second Amendment to General Manager Employment Agreement. Vice-Chair Morehouse seconded the motion.



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

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

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Steven P. Brown  
Secretary of the Board

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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 **December 4, 2013 at 10:00 A.M. at the Gold Coast Transit Board Room, 301 E. Third Street, Oxnard, CA 93030.** Copies of administrative reports relating to the Board agenda are available on-line at [www.GoldCoastTransit.org](http://www.GoldCoastTransit.org) or from the Office Manager, Gold Coast Transit, 301 E. Third St, Oxnard, CA, 93030