

Item 1



**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, OCTOBER 9, 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 10:02 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 (absent)
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
Margaret Heath, Paratransit & Special Projects Specialist
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 Director Sharkey. Chair Zaragoza and General Manager Steve Brown presented and congratulated bus operator, Robyn Walton for 30 years of service.

General Public Comment Period

There were none.

Board of Directors' Reports

Chair Zaragoza thanked directors Bryan MacDonald, Jonathan Sharkey and GCT staff for an excellent job in getting Assembly Bill 664 passed in which Gold Coast Transit becomes a District effective July 1, 2014.

General Manager's Report

Mr. Brown reported he attended the APTA conference which was held this year in Chicago. Mr. Brown stated GCT is also participating now part of the City of Port Hueneme's Teacher of the Month program.

Agenda Review

There were none.

Consent Agenda

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

Director Sharkey moved to approve consent agenda 1 thru 6. Director MacDonald seconded the motion.

Roll Call

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

The motion passed unanimously.

Public Comments on Agenda Items

There were none.

Formal Items

7. **Consider Report and Presentation on GCT Comprehensive Annual Financial Report (CAFR) for FY 2012-13 and Acceptance of FY 2012-13 CAFR as Prepared by Charles Z. Fedak & Company** – Steve Rosenberg, Director of Administrative Services and Paul J. Kaymark, Charles Z. Fedak & Company

Mr. Rosenberg was pleased to report to the Board of Directors that again this year the audit statement contained no negative findings in any area of the financial controls or reporting. Mr. Rosenberg stated the achievements reflects on the efforts of Accounting Manager Lili Marlene Tomen, whose hard work and meticulous attention to detail is most responsible for GCT achieving unqualified positive audit results this year.

Mr. Rosenberg introduced Mr. Paul J. Kaymark from Charles Z. Fedak & Co. who made an oral presentation to the Board which discussed the CAFR.

Director MacDonald moved to approve the Report and Presentation on GCT Comprehensive Annual Financial Report (CAFR) for FY 2012-13 and Acceptance of FY 2012-13 CAFR as Prepared by Charles Z. Fedak & Company. Director Sharkey seconded the motion.

Roll Call

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

The motion passed unanimously.

8. State Legislative Update – Steven Brown, General Manager

Mr. Brown gave a verbal update to the Board of Directors on the state legislation. Mr. Brown was pleased to announce AB 664 has been signed by the Governor on October 3, 2013. Mr. Brown reported the Ad Hoc Committee met earlier to continue to move forward and work on the by-laws of the GCT District. Mr. Brown said he expects to have the by-laws by the November Board of Directors meeting to adopt. Mr. Brown also discussed SB 203 which affect some cities in Ventura County, but not the GCT members.

9. Consider Adoption of Resolution 2013-08 Authorizing the General Manager or the Director of Administrative Services to Execute all Documents for the California Transit Security Grant Program – California Transit Assistance Fund (CTSGP-CTAF) Program with the California Governor’s Office of Emergency Services – Helene Buchman, Director of Planning and Marketing

Ms. Buchman reported this year some of the funding from Prop 1B has been allocated to Gold Coast Transit by Cal-OES with a total of \$26,893. Ms. Buchman stated these available funds will be allocated to the installation of security fencing, cameras, gates, lighting and monitoring equipment for the new operations and maintenance facility.

Director Sharkey moved to Adopt Resolution 2013-08 Authorizing the General Manager or the Director of Administrative Services to Execute all Documents for the California Transit Security Grant Program – California Transit Assistance Fund (CTSGP-CTAF) Program with the California Governor’s Office of Emergency Services. Director Blatz seconded the motion.

Roll Call

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

The motion passed unanimously.

Closed Session

10. Public Employee Performance Evaluation – Title: General Manager pursuant to Government Code 54957

The Board of Directors went into closed session at 10:31 A.M.

Formal Items (cont.)

11. Report from Closed Session – General Counsel

The Board of Directors reconvened into open session at 10:54 A.M. Chair Zaragoza reported the General Manager’s evaluation which was compiled by the Board of Directors has lead to an outstanding rating for General Manager Steve Brown. Chair Zaragoza stated General Manager Steve Brown has done, and continues to do, an excellent job in leading Gold Coast Transit.

Information Items

There were none.

There being no further business Chair John C. Zaragoza adjourned the Board of

Directors meeting at 10:55 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 **November 6, 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 or from the Office Manager, Gold Coast Transit, 301 E. Third St, Oxnard, CA, 93030