



**GCT Technical Advisory Committee (TAC)
Wednesday, April 16, 2014
1:30 p.m.
Gold Coast Transit Board Room**

Meeting Summary

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

TAC Members Absent: None.

GCT Staff Present: Steve Brown, General Manager; Steve Rosenberg, Director of Administrative Services; Andy Mikkelsen, Director of Operations; Reed Caldwell, Facility Project Manager; Vanessa Rauschenberger, Planning Manager; Chuck McQuary and Claire Johnson-Winegar, Transit Planners; Margaret Heath, Paratransit and Special Projects Manager and Cynthia Torres, Communications and Marketing Manager.

Members of the Public: None.

1. Call to Order/Introductions

Chair Drew Lurie called the TAC meeting to order at 1:30 p.m.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

Ashley Golden praised staff on the job they did putting on the Strategic Planning Session at the previous Board meeting.

4. Staff Comments

Steve Brown informed TAC that GCT is hiring an HR director and asked if anyone was interested in being on the interview panel.

5. Approval of the March 2014 Meeting Summary

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

6. Update on District Implementation and Bylaws – Steve Brown

General Counsel is finalizing comments from County Counsel for the bylaws. On June 2nd they will be on Ventura's consent calendar.

7. Update on New Facility – Reed Caldwell and Chuck McQuary

Reed passed out a white paper on the new facility and draft letters of support that GCT is requesting from the member agencies for the TIGER grant for this project. He also mentioned that we are expecting the environmental documents back next week.

8. Budget Discussion – Steve Rosenberg

Steve presented a powerpoint on the FY 14/15 budget that detailed all the numbers and went over major changes, such as the TDA allocation going directly to GCT and then distributed to the member agencies for bus stop and transit center maintenance. He also explained that there will now be a capital planning process for bus stop related issues, which will include a reserve to be used as local match for grants whenever bigger projects arise. He also detailed all service and revenue premises, especially ones relating to cost increases, such as the cost of fuel rising in addition to the expiration of the rebate and the rising cost of workers comp.

9. New APC Implementation – Vanessa Rauschenberger

Twelve buses have the APC units installed and we are receiving data from six of them. The next step is to install the SPSS (the reporting system), which will provide staff with a plethora of service data that we do not currently have. Another benefit to the system is that it does not require drivers to log in, making less room for error.

**10. Third Quarter Fixed Route Performance Report
– Vanessa Rauschenberger**

Vanessa distributed a handout showing third quarter performance. Boardings are up 10% from last year, due mostly to Route 21 and also the additional service of Route 11. Bicycle boardings are also up significantly due to the new 3-position bike racks.

11. Review of Draft Bus Stop Guidelines – Claire Johnson-Winegar

Staff has received comments from all member jurisdictions. The next step will be to add graphics to the document and to meet with traffic engineers with all member agencies to review the guidelines.

12. Bus Stopper Demo Stops – Claire Johnson-Winegar

We have installed the first bus stopper with the help of City of Oxnard staff. We will begin installing the rest of them soon.

13. Development Updates – Claire Johnson-Winegar

Construction on the multi-use bike path near Villa Victoria is ongoing. The northbound Route 21 stops at Gonzales and at Gum Tree will be closed until the construction is finished.

14. Consider ADA Paratransit Contract Extension – Margaret Heath

Steve Brown informed TAC that the recommendation is to exercise the second option to extend ACCESS services with MV Transportation for one year. GCT is willing to lower the passengers per hour standard that has not been met since the contract began, mostly because we have expanded our service area. In return, the savings from not paying these penalties must go to employees who have not had a raise in years. It will be paid in salary increases and a bonus. The contract is for \$2.8 million total.

Jeff Hereford made a motion to approve the contract. Kathy Connell seconded the motion and it passed unanimously.

15. Future Agenda Items

Future Community Meetings

16. Adjournment

Chair Lurie adjourned the meeting at 2:50 p.m.

Minutes Approved:



**GCT Technical Advisory Committee (TAC)
Sign-in Sheet
March 19, 2014 1:30 p.m.**

Agency Represented	Committee Member		Committee Alternate	
	Initials	Name	Initials	Name
Ojai	DL	Drew Lurie		TBD
Oxnard		Martin Erickson	AM	Ashley Golden
Port Hueneme		Jason Lott		Chris Theisen
San Buenaventura	J.H.	Jeff Hereford		Tom Mericle Rick Gallegos
County of Ventura	K.C.	Kathy Connell		David Fleisch
VCTC (ex-officio)		Vic Kamhi		Amy Ahdi
GCT (staff)			AM V.R. C.W.	Chuck McQuary Vanessa Rauschenberger Claire Johnson-Winegar

Others in attendance:

Name	Organization	Phone Number
Andrew Mikkelson	GCT	x111
Steve Resenberg	GCT	x119
Steve Brown	GCT	x116
Cynthia Lee	GCT	x110
Margaret Meade	GCT	x120
Reed Caldwell	GCT	x117