



**GCTD Technical Advisory Committee (TAC)
Wednesday, July 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; Martin Erickson, City of Oxnard; Jeff Hereford, City of Ventura; Jason Lott, City of Port Hueneme 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 Mikkelson, Director of Operations; Debbie Williams, Director of Human Resources; Reed Caldwell, Facility Project Manager; Vanessa Rauschenberger, Planning Manager; Claire Johnson-Winegar, Transit Planner 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 1:37 p.m.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

Martin Erickson informed TAC that there is minor construction happening at the OTC to improve the guard station but it is a small project and should be completed shortly.

4. Staff Comments

Vanessa mentioned that the year-end service performance report will be distributed to

TAC in August since it will be presented to the Board at the September meeting.

5. Approval of the June 2014 Meeting Summary

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

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

Reed informed TAC that the City of Oxnard approved a change to the specific plan and a notice of decision has been recorded with the County. We have met the NEPA and CEQA requirements and are awaiting the final FTA approval of our State of Good Repair grant to purchase the property.

The design is moving along and the final layouts should be completed in the next couple weeks. TAC can expect much more information at the next meeting.

7. New APC Implementation – Vanessa Rauschenberger

All of the APCs have been completed and are feeding data. Staff is working with UTA to get FTA approval in order to use the data to report to NTD. We also plan to do ridership comparisons in the near future.

The data we have been receiving is very robust and was used to make modifications to the running times on all routes to improve the schedules that will start in August. By making these adjustments, we were able to add a trip or two to most of the routes and cut unproductive trips based on the data.

8. Update on August Service Changes – Vanessa Rauschenberger

The Bus Books should be here a week before the service change and the guide-a-ride panels should be switched out a week beforehand, as well. The theme of the Bus Book is “Where transportation goes, community grows” and will feature interest points located in the member jurisdictions. Outreach will happen the week prior to and following the service change.

9. Discuss the Status of Member LTF Allocations and Claims under GCT District – Steve Rosenberg

Since GCTD is now a district and will be responsible for the full LTF allocation, Steve R. has met with GCTD’s auditor to discuss how this will affect the current process. Handouts were distributed that detailed the process and one that described what will be needed from each member agency and what will be audited against. Going forward, funds will be distributed by fiscal year end, and if all of the money is not spent, the

carryover will be a credit to the claim for the following year.

GCTD plans to use its auditor to conduct the FY 2014-15 TDA audit as opposed to being included in VCTC's annual TDA audit process. A question was brought up as to whether the funds allocated to conducting the audit would be reallocated to GCTD since we will now be the ones contracting for the audit.

Vic Kamhi suggested adding language that says if there is a year where LTF funds are below the projected amount, the shortfall be allocated among the members so GCTD doesn't have to take the full hit. VCTC has done that and reallocated the funds, affecting the amount agencies received. Steve R. said he would incorporate that, pending Board approval.

Kathy brought up the issue of the Ojai Trolley farebox recovery ratio affecting GCTD's overall ratio and suggested that VCTC hire an expert to resolve the issue. She also suggested that VCTC make clear that the process laid out in Section 107009 of the legislation is in the spirit of the law and is written to do what GCT and the member agencies intended, rather than just asking for clarification of the law. Steve R. said that GCTD will set up everything up so that it shows clear separation; just because Ojai is part of the district, does not mean GCTD should be responsible for the service Ojai provides separate of the district. A suggestion was brought up of possibly having Ojai's funds going to the County so it would act as any of the other operators the County supports, and therefore not affect GCTD's farebox recovery ratio.

10. Development Updates – Claire Johnson-Winegar

None.

11. Future Agenda Items

None.

12. Adjournment

Chair Lurie adjourned the meeting at 2:26 p.m.

Minutes Approved:



**GCT Technical Advisory Committee (TAC)
Sign-in Sheet
July 16, 2014 1:30 p.m.**

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

Others in attendance:

Name	Organization	Phone Number
Steve Rosenberg	X119	
Debra J. Williams	X138	
Andy Mickelson	X111	GCT
Christopher J.	X110	GCT
Steven Brown	GCT X116	
Reed Caldwell	GCT X117	