



**GCT Technical Advisory Committee (TAC)
Wednesday, June 18, 2014
1:30 p.m.
Gold Coast Transit Board Room**

Meeting Summary

TAC Members Present: Drew Lurie, City of Ojai; Kathy Connell, Ventura County; Jeff Hereford; Jason Lott, City of Port Hueneme and Vic Kamhi and Sally DeGeorge, VCTC.

TAC Members Absent: Martin Erickson, City of Oxnard.

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 and Claire Johnson-Winegar, Transit Planner.

Members of the Public: None.

1. Call to Order/Introductions

Chair Drew Lurie called the TAC meeting to order at 1:33 p.m.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

None.

4. Staff Comments

Debbie Williams, the new Director of Human Resources was introduced to the TAC.

Vanessa Rauschenberger informed TAC that we have gone out to high ridership stops and transfer centers to promote Dump the Pump week. We have gotten good feedback and have been promoting it on social media. A number of 1-trip passes have been given

out to encourage people to start taking the bus.

Vanessa also mentioned that Vic Kamhi has invited GCT to a meeting with the Bus Riders Union regarding a request for more/better service to the Camarillo outlets. While we do not provide service to this area, we can see what can be done to improve connections.

Steve Rosenberg updated the TAC about the special board meeting on June 13th regarding negotiations with the union. The Board has directed staff to present the last best and final offer. The negotiating committee has since signed off on it and union members will vote on it the week of June 23rd.

5. Approval of the May 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 New Facility – Reed Caldwell and Chuck McQuary

Reed informed TAC that GCT has gotten unanimous approval from the City of Oxnard Planning Commission for the new facility and the project will next go to the Oxnard City Council on July 8th. We are also waiting on the categorical exclusion letter from the FTA, which we expect back this week. After the letter is received and the project has gone to the Council, we can proceed with purchase of the land. Hopefully this will be completed by the end of July so GCT can avoid carrying costs. We are currently into the 30% design phase.

7. New APC Implementation – Vanessa Rauschenberger

All of the APCs have been completed and are feeding data. We are now working on FTA approval in order to use the data to report to NTD. Staff is working with UTA to accomplish this. This should be done in time to use the data for next year's report.

The data we have been receiving is very robust and helpful. Kathy asked when the member agencies will be able to use this data to make appropriate changes to bus stops. It will probably be another couple months but the data will allow staff to take a much more analyzed approach to making changes regarding bus stops, as well as schedules.

8. Update on August Service Changes – Vanessa Rauschenberger

All of the schedules will be changing for the August service change. The overall hours and service span are not changing but adjustments are being made to all the schedules to better reflect the running times based on the new data that we are getting from the

APCs. By adjusting the schedules, we were able to add trips to a number of different routes. This would not have been possible if GCT had not become a district since member agencies used to pay GCT based on proportion of miles in their jurisdiction. We also cut unproductive trips based on the data from the APCs, which we had planned to do per the Service Standards.

VISTA will be changing their schedules in August as well and plan to work with us.

Kathy also asked whether we have received any feedback regarding the Rio Mesa bus stops. GCT has received a letter from a teacher at Rio Mesa thanking us but we have not been able to get much data from the APCs since school is out for the summer.

9. Discuss Process and Issues for Member LTF Allocation and Claims Under GCT District – Steve Rosenberg

As GCT becomes a district, GCT will now be responsible for the full claim (including GCT's funds and the members' funds). This means that GCT must include all funds in its CAFR, audits and state controller reports, and that GCT (not VCTC) will be responsible for assuring that all members receiving funds from GCT's TDA claim use those funds in compliance with TDA regulations. VCTC has offered to include GCT in its annual TDA audit process, but only in its entirety. Currently, GCT's external audit includes TDA, and VCTC audits the members. GCT will have to decide if we want to audit ourselves (including our members), giving us more control over the audit, or have VCTC audit us and our members as a whole.

VCTC also informed GCT that they are aware of no provision in the TDA law that would allow the members that are not municipal operators to claim GCT's Article 4 funds from the district, as is specifically indicated under Section 107009 of GCT's District legislation. This implies that, except for funds claimed by Ventura County, any LTF funds claimed by District members and used for operating expenses would be considered, in effect, GCT District expenses, which would affect the farebox recovery ratio.

The Ojai Trolley is potentially the biggest problem due to its low farebox recovery ratio, which GCT will have to absorb. Kathy noted however, that VCTC's audit says the ratio is 38%, which does not seem to be accurate, and may be due to County's TDA contribution. Vic mentioned the option of VCTC adopting a blended rate for GCT and Ojai but probably will not be enough to make up the difference.

Since TDA can now only be spent on transit, article 8 is no longer applicable. It was made clear that funds for facilities are not article 4 because they are not an operating expense. If this presents a problem, one possibility is contracting with members agencies to clean their own facilities. In this case, the onus will be on GCT because if those TDA funds are not being used as capital it counts against farebox ratio. The

question was also asked whether funds for the facilities can be claimed directly from the County but the answer was they will all have to go through GCT.

Kathy made the point 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. She also expressed that it is important that we get a decision, whether it's a letter or revising the legislation or anything else.

Vic said that Darren wants to be clear on this topic to avoid signing something that isn't quite legal. He also mentioned that VCTC is considering hiring attorney that specializes in this and can ask for an opinion from the auditor general, state controller and Caltrans legal counsel.

Another question was raised whether the member agencies expenditures will be on our books as the claimant or just as an operator since the funds are only being passed down through us? The over arching question was if the funds are only being passed down through us, why should it be a problem?

It was agreed that the process will be: GCT will file a claim with VCTC and member agencies will file one with us. The claim will specify what is capital and maintenance. VCTC will be able send checks directly to members but not to anyone else. The funds spent by the member agencies need to be specified in the audit and CAFR.

10. Development Updates – Claire Johnson-Winegar

Construction on the multi-use bike path near Villa Victoria is nearing completion. The bus stop at Victoria & Gum Tree northbound has been opened but the one at Gonzales is still closed.

Additionally, the housing for the old mobile home park in Wagon Wheel/The Village is nearing completion. The next phase of the development will be a lot closer to Oxnard Blvd. which will house retail and mixed use spaces. As part of this phase, the final roadway construction of Spur Drive will be completed.

11. Future Agenda Items

None.

12. Adjournment

Chair Lurie adjourned the meeting at 3:17 p.m.

Minutes Approved:



**GCT Technical Advisory Committee (TAC)
Sign-in Sheet
June 18, 2014 1:30 p.m.**

Agency Represented	Committee Member		Committee Alternate	
	Initials	Name	Initials	Name
Ojai	DL	Drew Lurie		TBD
Oxnard		Martin Erickson		Ashley Golden
Port Hueneme		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)		Vic Kamhi		Amy Ahdi
GCT (staff)				Chuck McQuary Vanessa Rauschenberger Claire Johnson-Winegar

Others in attendance:

Name	Organization	Phone Number
Sally DeGeorge	VCTC	842-1591
Andy Minkusich	GCT	x111
Shawn Rauschenberger	GCT	x119
Debbie J. Williams	GCT	x138
Reed Caldwell	GCT	x117
Steve Brown	GCT	x116