



**GCTD Technical Advisory Committee (TAC)
Wednesday, November 19, 2014
1:30 p.m.
Gold Coast Transit Board Room**

Meeting Summary

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

TAC Members Absent: Martin Erickson, City of Oxnard.

GCT Staff Present: Steve Brown, General Manager; Andy Mikkelson, Director of Operations; Steve Rosenberg, Director of Finance and Administration; Reed Caldwell, Facility Project Manager; Margaret Heath, Paratransit and Special Projects Manager; Vanessa Rauschenberger, Planning Manager; Claire Johnson-Winegar, Transit Planner and Chuck McQuary, Facility Project 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. Denise Santoyo of the County of Ventura was introduced to all present.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

Jeff Hereford mentioned that he is working on improving security at the VTC since there have been more complaints recently. He will be putting together a meeting soon and GCTD is welcome to attend.

4. Staff Comments

Steve Brown informed TAC that GCTD won Small Operator of the Year from CTA and

received the award at the CTA conference on November 13th. He also mentioned that GCTD is working with the Community College District to develop a partnership program for the students to ride transit.

5. Approval of the October 2014 Meeting Summary

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

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

Reed Caldwell showed the Powerpoint presentation that was given to the Board at the last meeting. He gave an overview of the site and the floor plans of all the buildings and structures. Drew asked if GCTD currently has a wellness program. There is no current program in place but it is likely that we will have one once we move to the new facility. Jeff noted that the City of Ventura's wellness program is very successful and that in addition to a weight room, the yoga and piliates classes are very popular. He also asked about how the presentation areas will be structured in the Board Room. Reed said that we are waiting closer to move in to finalize those details since technology changes so quickly. Lastly Reed went over the materials that will be used for the exterior and interior of the new facility.

Jeff also asked about funding the facility. We are currently looking at financing the facility and will continue to apply for grants.

7. New APC Implementation – Vanessa Rauschenberger

Staff has completed ride checks on all GCTD routes in order to check for accuracy of the APC data. The ride checks showed that the APC data is very accurate but about 25% of the data is not being downloaded due to the placement of the receiver. Since the receiver is not reaching all of the buses, a repeater will be placed on the maintenance garage. We are close to receiving APC documentation but there is still a little work to do to get the missing data.

8. February Service Changes – Vanessa Rauschenberger

Vanessa informed TAC that GCTD plans to do minor service changes in February and major changes in August in the future. In February staff plans to look at have the Route 6 booster bus stay in service most of the day. She showed charts showing that during the peak times, the bus is often at capacity.

Staff will look at modifying Routes 14, 15 and 17 in August due to their low performance. CMAQ funding for Route 17 will run out in February of 2015. Even though ridership on that route has grown by 20%, most likely due to the two trips added last

service change, it still has fewer than 10 passengers per hour. Since major service changes will be happening in August only now and as to avoid disruption during the school year, major route changes will not happen until August of 2015. However, staff will look at cutting weekend service on February since ridership is extremely and most of the major points of interest along the route are closed on weekends. Analysis will be conducted before the final decision is made.

9. Short Range Transit Plan – Vanessa Rauschenberger

Staff is currently in the outreach phase of the SRTP. The survey is complete and will be up on GCTD's website through the end of the year. The surveys will also be distributed on board the buses and given out at transit centers and bus stops with high ridership. Staff will also be meeting with the CAUSE youth group and the Bus Riders Union in December to do SRTP outreach and get back feedback.

10. Bus Stop Guidelines – Claire Johnson-Winegar

Bus Stop Guideline content is being finalized then will be sent to CAUSE and ASERT for their input. Once input is received and the graphics are inputted, the guidelines will be sent back out to the member agencies for any final edits.

GCTD has applied for funds for a bus stop improvement plan through Caltrans. The plan will make sure GCTD's bus stop inventory is up to date and will use that to make recommendations for bus stop improvements throughout the system. Priority will be given to stops that need ADA accessibility upgrades, then to stops that do not have parking restrictions. Recommendations will also be made to add or improve amenities to stops based on the thresholds in the Bus Stop Guidelines. A lot of GCTD bus stops were implemented when service began 40 years ago and are in need of improvements.

11. Development Updates – Claire Johnson-Winegar

Construction is proceeding with the Food 4 Less and Village developments in Oxnard. GCTD will be working with the City of Oxnard and both developers to coordinate detours and stop closures.

Jeff informed TAC that the third phase of the Telephone Road construction will begin after the new year and will be the stretch between Montgomery and Kimball.

11. Future Agenda Items

Election of the Officers, 2015 Calendar

12. Adjournment

Chair Lurie adjourned the meeting at 2:17 p.m.

Minutes Approved:



**GCT Technical Advisory Committee (TAC)
Sign-in Sheet
November 19, 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	JL	Jason Lott		Chris Theisen
San Buenaventura	JH	Jeff Hereford		Tom Mericle Rick Gallegos
County of Ventura		Kathy Connell		David Fleisch
VCTC (ex-officio)	VK	Vic Kamhi		Amy Ahdi
GCT (staff)			Chm Youn Amy	Chuck McQuary Vanessa Rauschenberger Claire Johnson-Winegar

Others in attendance:

Name	Organization	Phone Number
Reed Caldwell	GCTD	
Denise Santoyo	County of Ventura	654-2049
Andy Mikkelsen	GCTD	x 111
Steve Brown	GCTD	x 116
Margaret Heath	GCTD	
Steve Rosenberg	GCTD	



ITEM # 6

DATE: December 10, 2014
TO: GCTD TAC
FROM: Claire Johnson-Winegar
SUBJECT: Election of Officers

I. EXECUTIVE SUMMARY

Every December, the TAC elects a new Chair and Vice Chair for the following calendar year.

II. BACKGROUND

TAC officers for calendar year 2014 are Chair Drew Lurie, City of Ojai, and Vice Chair Martin Erickson, City of Oxnard.

The two previous Chairs of TAC have been:

2012 – Jason Lott, City of Port Hueneme

2013 – Kathy Connell, County of Ventura

III. SUMMARY & RECOMMENDATION ACTION

It is recommended that TAC elect from its members a Chair and Vice Chair to serve for calendar year 2015.



ITEM # 7

DATE: December 10, 2014
TO: GCTD TAC
FROM: Claire Johnson-Winegar
SUBJECT: 2015 Meeting Schedule

I. EXECUTIVE SUMMARY

The following is the proposed 2015 meeting schedule for TAC's consideration. Meetings will be held at the GCTD office on the third Wednesday of the month at 1:30 P.M., with the exception of August.

January 21
February 18
March 18
April 15
May 20
June 17
July 15
September 16
October 21
November 18
December 16

III. SUMMARY & RECOMMENDATION ACTION

It is recommended that TAC approve the 2015 meeting schedule.