



GCTD Technical Advisory Committee (TAC)

Wednesday, April 20, 2016

1:30 p.m.

Gold Coast Transit Board Room

Meeting Summary

TAC Members Present: Kathy Connell, Ventura County; Jason Lott, City of Port Hueneme; Austin Novstrup, City of Ojai; Jeff Hereford, City of Ventura and Martin Erickson, VCTC.

TAC Members Absent: Jason Samonte, City of Oxnard.

GCTD Staff Present: Steve Brown, General Manager; Vanessa Rauschenberger, Director of Planning and Marketing; Steve Rosenberg, Director of Finance and Administration; Claire Johnson-Winegar, Planning Manager; Matt Miller, Transit Planner; Beatris Megerdichian, Transit Planner; Margaret Heath, Paratransit and Special Projects Manager; Chuck McQuary, Facility Project Planner; Reed Caldwell, Facility Project Manager; Robert Keys, Information Technology Manager; Daniel Amaro, Finance Analyst and Cynthia Torres-Duque, Communications and Marketing Manager.

Members of the Public: Joseph Briglio, SCAG.

1. Call to Order/Introductions

Chair Jeff Hereford called the TAC meeting to order at 1:31 pm.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

None.

4. Staff Comments

Vanessa Rauschenberger announced that GCTD staff attended the City of Oxnard's Earth Day event and experienced a successful turnout. She mentioned that staff will also attend the City of Ventura's Earth Day on April 23. Vanessa announced that the City of Oxnard put out a procurement for marketing services that will aid in the discontinuation of the Harbor & Beaches

DAR. She also informed TAC that LOSSAN, Amtrak, and Metrolink have applied for a Transit and Intercity Rail Program grant that would reimburse transit operators who choose to accept Metrolink and Amtrak tickets for a free transfer. Vanessa informed TAC that GCTD will be working towards setting up an agreement to get reimbursements on transfers.

Steve Brown announced that VCTC will hold a special meeting on Friday, April 22 to discuss the proposed Expenditure Plan. Steve expressed his recommendation of keeping fares affordable as an alternative to lowering the already reasonable fares. GCTD will be attending the meeting to provide recommendations on the Plan but will not be able to speak in favor or against this item since the Board has not taken any action.

5. Approval of the March 2016 Meeting Summary

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

6. Fixed-Route & ACCESS Services Quarterly Update- 3rd Quarter FY 2015-16 - Claire Johnson-Winegar, Margaret Heath

Claire Johnson-Winegar informed TAC that GCTD has continued to see a decrease in ridership over the 3rd quarter however; overall ridership is still up compared to FY 2012-13. Route 17 has seen consistent improvements in ridership indicating that the recent route restructure has been well received. Route 5 has seen continuous decrease in ridership for the past three quarters possibly resulting from West Oxnard EDD office and temporary stop closures. She mentioned that as part of the Unmet Needs Hearing, GCTD received requests for improved service and longer service hours on Route 5.

Margaret Heath informed members that paratransit continues to see increases in ridership. She mentioned that paratransit revenue has increased by 33% as a result of two large ticket orders by the Area Agency on Aging in December and January.

Vanessa Rauschenberger mentioned that both fixed route and paratransit had improvements in on-time performance. She also mentioned that paratransit has seen a significant improvement in on-time performance, a positive attribute especially considering increased ridership.

7. Bus Stop Requests- Claire Johnson-Winegar

Claire announced that GCTD has been receiving an increasing number of bus stop related requests from operators and the public. She wants to streamline the process of sending request to each respective City and the County. Jeff and Kathy agreed that the current system of communication through e-mail has been sufficient for their jurisdictions based on the number of requests but that a spreadsheet could be beneficial. It was also noted that City of Oxnard receives the most requests and was absent for comment.

8. Title VI Report- Claire Johnson-Winegar

Claire presented a draft Title VI Report which detailed how GCTD provides equitable service throughout the community. She informed members that surveys were conducted on routes 2 and 11 to represent varying income and minority levels of the communities served by GCTD. The report includes results of the surveys which identified that overall passengers were satisfied with the service. She also informed members that GCTD staff made updates to the report, including the Public Participation Plan as suggested by the Triennial Reviewers. She mentioned that the final Title VI report will be presented to the Board in May.

Kathy Connell made a motion to approve the draft Title VI Report. Austin Novstrup seconded the motion and it passed unanimously.

9. ACCESS Trapeze Software- Margaret Heath

Margaret announced that the Trapeze scheduling software used by ACCESS will expire June 30, 2016 and GCTD has not had the opportunity to pursue procurement. MV offered to host Trapeze; this option gives GCTD the opportunity to reduce costs while pursuing a permanent scheduling software solution. Margaret informed members of TAC that staff will work with MV to set up an agreement to host Trapeze and migrate the hosting services. TAC members were advised that there is no negative budgetary impact and the suggested one year contract with two option years will be presented at the May Board meeting

10. TDA Budget Discussion- Steve Rosenberg

Steve Rosenberg presented the FY 2016-17 budget and discussed major changes affecting the budget. The budget is set to increase 7% over the last year due to a 4% increase in wages and substantial increases in workers compensation and liability insurance. He also detailed the savings GCTD receives by operating a CNG fueled fleet. The draft budget will be presented to the Board in May and the final Budget in June.

12. Development Updates- Claire Johnson-Winegar

Claire informed TAC that there is no date on the closure of the Wagon Wheel Bridge. She also mentioned that the Vineyard and Esplanade Food 4 Less construction contract has been signed and is moving forward. Claire informed members that there has been grading for new housing on Telegraph and Wells and Jeff will follow up with updates.

13. Future Agenda Items

None.

14. Adjournment

Chair Jeff Hereford adjourned the meeting at 2:45 p.m.



**GCT Technical Advisory Committee (TAC)
Sign-in Sheet
April 20, 2016 1:30 p.m.**

Agency Represented	Committee Member		Committee Alternate	
	Initials	Name	Initials	Name
Ojai		Austin Novstrup		Greg Grant
Oxnard		Jason Samonte		Ashley Golden
Port Hueneme		Jason Lott		Chris Theisen
San Buenaventura		Jeff Hereford		Tom Mericle Rick Gallegos
County of Ventura		Kathy Connell		David Fleisch
VCTC (ex-officio)		Ellen Talbo		Martin Erickson Treena Gonzalez
GCT (staff)		Vanessa Rauschenberger		Claire Johnson-Winegar Matt Miller Beatris Megerdichian

Others in attendance:

Name	Organization	Phone Number
Steve Rosenberg	GCTD	x 119
Daniel Amaro	GCTD	x 150
Stevan Brown	GCTD	x 116
Reed Caldwell	GCTD	x 117
Chuck McQuary	GCTD	x 137
MARGARET HEATH	GCTD	x 120
Joseph Briglio	SCM	