



**GCTD Technical Advisory Committee (TAC)
10:00 a.m. - Wednesday, October 18, 2017
Gold Coast Transit District - Board Room**

Meeting Summary

TAC Members Present: Treena Gonzalez, County of Ventura; Robert Hearne, City of Oxnard; Austin Novstrup, City of Ojai; Sergio Albarran, City of Ventura; and Aaron Bonfilio, VCTC.

TAC Members Absent: Don Villafana, City of Port Hueneme

GCTD Staff Present: Steven Brown, General Manager; Steve Rosenberg, Director of Finance and Administration; Vanessa Rauschenberger, Director of Planning and Marketing; Claire Johnson-Winegar, Planning Manager; Matt Miller and Beatris Megerdichian, Transit Planners; Andy Mikkelson, Director of Operators.

Members of the Public: Jeni Eddington, VCTC

1. Call to Order/Introductions

Chair Treena Gonzalez called the TAC meeting to order at 10:02 a.m.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

Sergio Albarran informed TAC members that the Ventura Transit Center restroom renovation is nearing completion.

4. Staff Comments

Vanessa Rauschenberger informed members that Claire Johnson-Winegar will no longer be working for GCTD and will be joining VCTC as Program Manager. She mentioned that Claire will also be getting married at the same time. Vanessa congratulated Claire on the new chapter in her life. She also noted that Matt Miller recently got married and congratulated him as well.

Vanessa announced that GCTD will offer free rides to veterans on November 10th and 11th. She also mentioned that VCTC will offer the same promotion.

Vanessa also requested chair Treena Gonzalez to remove item #6 from the agenda and that GCTD staff will provide the update at a later time. Austin Novstrup made a motion to approve the removal of item #6. Robert Hearne seconded the motion and it passed unanimously.

5. Approval of the September 2017 Meeting Summary

Treena Gonzalez requested a correction to the September 2017 meeting summary. Austin Novstrup made a motion to approve the amended September meeting summary. Treena Gonzalez seconded the motion and it passed unanimously.

7. Token Transit – Beatris Megerdichian

Beatris Megerdichian informed TAC members that GCTD will be launching Token Transit on November 1st. Token Transit allows passengers to purchase their bus passes on the Token Transit app. GCTD will be training operators on how to use the app and the features to look for in validating a digital pass through the Token Transit app. She also mentioned that they will be doing outreach at high ridership stops, transit centers and colleges to educate passengers on how to download the app, purchase and activate passes. Beatris informed members that there will be advertising inside and outside of the buses, a page on GCTD's website with step-by-step instructions, press release and social media campaigns.

She also presented a video that demonstration how passengers can purchase passes on the Token Transit app and how the operator validates the pass.

Vanessa Rauschenberger informed members that they have received photos from some member agencies but have other images to represent GCTD's service area.

Vanessa also informed TAC members that they will be using LCTOP allocation to pay for the Token Transit fee that is taken off the top from each pass that is purchased in addition to funding the promotion of 50% of the first purchase of a multiride pass (15-ride and 31-day passes).

Aaron Bonfilio inquired about the transfer policy with mobile tickets. Vanessa informed Aaron that transfers will be valid on Gold Coast Transit buses only. Although, depending on the demand and feedback GCTD receives, we may consider discussing the transfer policy between GCTD and VCTC for mobile tickets. Aaron mentioned that they might be open to discuss transfers based on the passenger demand.

Austin Novstrup inquired about the availability of the tickets more than a day in advance. If other operators decide to accept transfers, they might need more than a day in advance for the ticket of the day.

8. AVL/AVA Update – Claire Johnson-Winegar

Claire Johnson-Winegar informed members the various components of Syncromatics. Syncromatics will offer both audio and visual announcements to accommodate people with disabilities. The basic component is the automatic vehicle locator and integrating with existing automatic passenger counters, headsign and farebox integration. This allows operators to sign on from one location. Furthermore, it will provide an app that will help passengers identify the location of the bus as well as real-time arrival signs that will be placed at high ridership stops.

Aaron Bonfilio mentioned that several of the real-time arrival signs currently in place work well and Syncromatics will try to integrate what is currently available and replace signs if necessary. 40 signs will be available as noted in the RFP but if current signs work well then additional signs can be moved to new locations.

Vanessa Rauschenberger inquired whether the cities will need to perform any work to install and power the new signage. Aaron Bonfilio informed members that the existing power source from the pole and/or shelter will supply power for the real-time arrival signs. The RFP requested solar powered signs on existing pole and/or shelters, however if existing power is available and solar powered is not functional then each area will be assessed to determine which power source will be functional. The goal is to install on existing footprint. Syncromatics will do a site review for the real-time arrival signage and review the functionality of the signs.

Additionally, a portion of the maintenance of the signs will be done by Syncromatics however, agency members will be required to assist with basic troubleshooting including shipping back defective materials. Syncromatics will be on site to run the issues on a regular basis up to an estimated 26 hours per month for the county. He also informed members that each site will receive site-specific training during the implementation process.

Aaron also noted that Syncromatics does have an option for the Remix planning software, although not time sensitive, operators can inform him if they are interested.

9. Bus Stop Maintenance MOU- Beatris Megerdichian

Beatris Megerdichian provided a spreadsheet that included feedback received from Ojai and County of Ventura on existing bus stop maintenance policies and processes. She informed members that this spreadsheet, once fully complete, will encourage TAC members to discuss similarities and differences in the policies and may provide information to the other member cities that can help improve their processes. Additionally, it will better inform GCTD and will assist staff in drafting the Bus Stop Maintenance MOU.

10. Development Updates – Matt Miller

Matt Miller informed members that there were no development updates however, he took the opportunity to showcase the importance and effect of development patterns and land uses on transit. He played a short video titled “The high cost of free parking” that demonstrated how parking requirements effect and shape our communities encourage more driving, negatively affecting walkability and strategies cities can use to offset the effects of parking.

11. Future Agenda Items

Quarterly report, Bus Stop Maintenance MOU update, SB 1 capital projects list

12. Adjournment

Chair Treena Gonzalez adjourned the meeting at 11:04 a.m.



**GCTD Technical Advisory Committee (TAC)
Sign-in Sheet
October 18, 2017 10:00 a.m.**

Agency Represented	Committee Member		Committee Alternate	
	Initials	Name	Initials	Name
Ojai		Austin Novstrup		Greg Grant
Oxnard		Robert Hearne		Cynthia Daniels
Port Hueneme		Don Villafana		
San Buenaventura		Jeff Hereford		Sergio Albarran
County of Ventura		Treena Gonzalez		David Fleisch
VCTC (ex-officio)		Martin Erickson		Aaron Bonfilio
GCTD (staff)		Vanessa Rauschenberger		Claire Johnson-Winegar Matt Miller Beatris Megerdichian

Others in attendance:

Name	Organization	Phone Number
JENI EDDINGTON	VCTC	642 1591 x111
Andy Mikkelson	GCTD	x111
SERGIO ALBARRAN	CITY OF VENTURA	805-654-7763
Steve Rosenkorn	GCTD	x119
Steve Brown	GCTD	x116