



**GCT Technical Advisory Committee (TAC)
Wednesday, September 15, 2010
1:30 p.m.
Gold Coast Transit Board Room**

Meeting Summary

TAC Members Present: Jeff Hereford, City of Ventura; Kathy Connell, Ventura County, and Drew Lurie, City of Ojai.

TAC Members Absent: Jason Lott, City of Port Hueneme; Martin Erickson, City of Oxnard; and Vic Kamhi, VCTC (ex-officio).

GCT Staff Present: Deborah Linehan, General Manager; Andrew Mikkelson, Director of Transit Operations, Steve Brown, Director of Planning and Marketing, Chuck McQuary, Transit Planner, Helene Buchman, Transit Planner, Mary Russo, Marketing Coordinator, and Margaret Heath, Paratransit and Special Projects Manager.

Members of the Public: None.

1. Call to Order/Introductions

Chair Jeff Hereford called the TAC meeting to order at 1:30 p.m. and introductions were made.

As this will be Deborah Linehan's last TAC meeting prior to her retirement, Jeff took the opportunity to thank her for her very strong and successful leadership as the GCT General Manager. The other attendees congratulated her as well. Deborah in turn thanked TAC for their support of GCT and said that TAC is very fortunate in having Steve Brown serve as her replacement.

2. Public Comments (items not on the agenda)

None.

3. Committee Members' Comments

Jeff reported that he has received numerous complaints since the August 15th service change was implemented. GCT has received many of the complaints from the same concerned riders and has made it a point to respond to each one. While corrective action could not be taken on all calls because they would increase costs, staff was able to make limited adjustments that resolved several complaints.

4. Staff Comments

GCT is required to submit formal reports on the status of all bus stop improvement projects funded to the agency under the ARRA. Steve Brown stated that cost information (hours, labor rates, etc.) is needed for the County bus stop project in El Rio on Simon Way. Kathy Connell will advise County Public Works to provide that information in their invoice to GCT. In addition, the County must also provide the number of jobs created as well as the other requirements as specified under the ARRA grant.

With respect to the ARRA funded bus stop on Route 16 in front of Vons Market in Ojai, Drew Lurie replied that design is in final review with the City.

5. Approval of August, 2010 Meeting Summary

Kathy Connell made a motion to approve the August meeting summary. Drew Lurie seconded the motion, and it passed unanimously.

6. Discuss the Process to Develop Priorities for Service Modifications and Constrictions in the Event of TDA Funding Reductions- Helene Buchman/Chuck McQuary

GCT is plans to propose mid-year schedule adjustments to address complaints arising from the August 15th service change. These changes are scheduled to be revenue neutral and are intended to resolve current overload and transfer issues. Descriptions of the proposed adjustments will be available to TAC from GCT in time to support community outreach meetings. Any adjustments would exclude subsequent action that may be required due to funding shortfalls.

In response to a question from Helene Buchman, Jeff responded that Ventura would schedule Town Hall meetings before the December Council meetings and also later when the City budget is being reviewed.

Steve Brown advised that the \$1.5 million in ARRA funds used to support operating costs in the current fiscal year will not be available for FY2010/11.

With respect to the impact on our operating costs relative to the CNG federal fuel rebate,

Deborah responded that its outcome is currently unclear as it's buried in the House Omnibus Transportation bill.

Because some of the route modification proposals presented at the prior TAC meeting require further review, action on this agenda item will be carried over to the October TAC meeting. Accordingly, an in-depth review of the proposals has been scheduled for September 28th between GCT, Oxnard and Port Hueneme.

7. Preliminary Review of the JARC and CMAQ Application Plans - Helene Buchman

GCT plans to submit a CMAQ Application to fund the service developed under the Vineyard Corridor Study Grant. Helene outlined the proposed route as well as the infrastructure requirements relative to bus stops, accessibility, pedestrian mobility and street improvements.

COH and Associates, under contract to assist GCT in processing and completing the grant study will develop cost scenarios to be included in the Application. Helene added that the County has been very supportive in developing the infrastructure requirements and connective service needs between the Juvenile Justice Center (JJC) and the Esplanade shopping center.

GCT will also pursue funding under a JARC grant to add a morning shuttle and weekend service to the newly implemented Route 19 Gonzales- Lombard service. Ridership thus far has met expectations and is growing. The proposed service would be in response to requests from our riders as well as weekend transit needs that are currently underserved.

Steve Brown added that staff will have the CMAQ Application available for TAC review at the October meeting. In addition, GCT will ask for letters of support and a commitment for the local share from the jurisdictions who will benefit from the service. In addition, if the Application is approved by VCTC, a TIP Amendment will be required.

8. Overview of GCT Bus Stop Standards Project- Chuck McQuary

Chuck reviewed the GCT Bus Stop Standards Project currently underway based on the outline provided in the TAC agenda packet. The purpose of the project is for the Planning and Public Works departments of our member agencies to have appropriate information as needs arise to implement new or to change existing bus stops within the GCT system.

In addition to the project outline, a sample bus stop list (for Route 9) currently used in-house by GCT was distributed at the meeting. The bus stop list for all routes is currently being updated. The list includes amenities, GPS data, landmarks and other information relative to the stop identity.

The updated bus stop list along with a draft of the GCT Bus Stop Standards document 8 will be provided to TAC when they are completed.

9. Future Agenda Items

Agenda Items 6 and 7 from today's meeting will again be on the Agenda for the October TAC meeting.

The Guide-a-ride panels currently being developed by CHK will be emailed to the TAC for review and comment and may be added as an agenda item if need be.

10. Adjournment

There being no further business, Chair Hereford adjourned the meeting at 2:20 p.m.

Minutes Approved:



**GCT Technical Advisory Committee (TAC)
Sign-in Sheet
September 15, 2010, 1:30 p.m.**

Agency Represented	Committee Member		Committee Alternate	
	Initials	Name	Initials	Name
Ojai	DL	Drew Lurie		Michael Culver
Oxnard		Martin Erickson		Ashley Golden
Port Hueneme		Jason Lott		Andy Santamaria
San Buenaventura	QH	Jeff Hereford		Tom Mericle Rick Gallegos
County of Ventura	Kc	Kathy Connell		David Fleisch
VCTC (ex-officio)		Vic Kamhi		Myra Montejano
GCT (staff)	MBH SB	Steven Brown	MBH SB	Chuck McQuary Helene Buchman

Others in attendance:

Name	Organization	Phone Number
Andrew Mickelson	GCT	x 111
Deborah Linahan	GCT	x 118
Mary Russo	GCT	x 110