

Item 1



**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, SEPTEMBER 4, 2013 10:00 A.M.**

Call to Order

Chair John C. Zaragoza called the regular meeting of the Board of Directors of Gold Coast Transit to order at 10:04 A.M. at the GCT Administrative Facility, 301 E. Third St., Oxnard, California.

Roll Call

Chair John C. Zaragoza – County of Ventura
Vice-Chair Carl Morehouse – City of Ventura
Director Bryan MacDonald – City of Oxnard
Director Jonathan Sharkey – City of Port Hueneme
Director Paul Blatz – City of Ojai

Staff Present

Steven P. Brown, General Manager
Nancy Kierstyn Schreiner, General Counsel
Helene Buchman, Director of Planning and Marketing
Steve Rosenberg, Director of Administrative Services
Rob Lurie, Director of Fleet & Facilities
Andrew Mikkelson, Director of Transit Operations
Margaret Heath, Paratransit & Special Projects Specialist
Cynthia Torres, Communications & Marketing Manager
Claire Johnson-Winegar, Transit Planner
Chuck McQuary, Transit Planner
Marlena Kohler, Buyer/DBE Officer
Roxanna Ibarra, Office Manager

Ceremonial Calendar

The pledge of allegiance was led by Chair John C. Zaragoza. Chair Zaragoza and General Manager Steve Brown presented and congratulated transit planner, Chuck McQuary for 10 years of service, maintenance supervisor, Jorge Arellano for 5 years of service and bus operator Roseann Stockman for 5 years of service.

General Public Comment Period

Richard Belkin, City of Ventura resident who lives along Ventura Ave. near Seneca and whose backyard faces Ventura Avenue reported he had a concern with the layover time of route 6 and 16. Mr. Belkin after researching a solution to the problem in which he suggested that GCT have the layover moved over to Ventura School parking lot which is

down the street. Mr. Belkin also presented a detailed spreadsheet he had developed of the amount of layover time, bus number, date, and time for GCT's reference. Mr. Brown stated he was going to have GCT's transit planners work with Mr. Belkin to work towards a solution.

Mary Jane Belkin also a resident of the city of Ventura stated she was in support of the previous comments her husband had addressed to the board. Ms. Belkin added she has used the GCT bus service in the past and all drivers of the GCT bus system have been very kind to her and her family.

Board of Directors' Reports

Director MacDonald along with the Board of Directors wished GCT transit planner, Claire Johnson-Winegar a "Happy 25th Birthday".

General Manager's Report

Mr. Brown updated the Board of Directors on the new facility project and stated the project is moving along, GCT is at the stage in which it will be submitting plans to the City of Oxnard.

Mr. Brown introduced Tanya Hawk, GCT's new Buyer and reported GCT has hired 15 new drivers in the operations unit in the past few months. Mr. Brown reported GCT also received new relief cars using grant funds for the purchase.

Agenda Review

There were none.

Consent Agenda

1. Consider Approval of Minutes of July 17, 2013 Board of Directors Meeting
2. Consider Approval of Expenditures for the Months of June and July, 2013
3. Consider Approval of Treasurer's Report for June 2013
4. Consider Approval of Budget Income Statement for Month Ending June 2013
5. Consider Approval of Financial Statements and Schedule of Money Transfers for June and July, 2013
6. Consider Approval of Treasurer's Report for July 2013
7. Consider Approval of Budget Income Statement for Month Ending July 2013
8. Consider Approval of General Manager's Expense Report for July-August, 2013

Director MacDonald moved to approve consent agenda 1 thru 8. Director Sharkey seconded the motion.

Vice-Chair Morehouse moved to approve Report for Disposal of Bike Racks and GFI Fare boxes. Director Blatz seconded the motion.

Roll Call

Yes: No: None
Director MacDonald
Director Sharkey
Vice-Chair Morehouse
Director Blatz
Chair Zaragoza

The motion passed unanimously.

- 11. Consider Approval of MOU Regarding the City of Oxnard Preparing and Handling NEPA and CEQA Documents for Gold Coast Transit – Steven Brown, General Manager**

Vice-Chair Morehouse moved Approval of MOU Regarding the City of Oxnard Preparing and Handling NEPA and CEQA Documents for Gold Coast Transit subject to any modifications that may occur to the agreement that they be approved by the City Attorney and General Counsel for Gold Coast Transit and that General Manager Steve Brown has authority to sign the MOU. Director Sharkey seconded the motion.

Roll Call

Yes: No: None
Director MacDonald
Director Sharkey
Vice-Chair Morehouse
Director Blatz
Chair Zaragoza

The motion passed unanimously.

Information Items

- A. Fixed Route Transit Update for Fiscal Year ending June 30, 2013 – Vanessa Rauschenberger, Transit Planner**
- B. GCT ACCESS Paratransit Service Update for Fiscal Year ending June 30, 2013 – Margaret Heath, Paratransit and Special Projects Manager**

There being no further business Chair John C. Zaragoza adjourned the Board of Directors meeting at 10:59 A.M.

Minutes recorded by: Roxanna Ibarra, Clerk of the Board of Directors

Steven P. Brown
Secretary of the Board

Chair John C. Zaragoza
Board of Directors

Unless otherwise determined by the Board of Directors, the next regular meeting of the GCT Board of Directors will be held on **October 9, 2013 at 10:00 A.M. at the Gold Coast Transit Board Room, 301 E. Third Street, Oxnard, CA 93030**. Copies of administrative reports relating to the Board agenda are available on-line at www.GoldCoastTransit.org or from the Office Manager, Gold Coast Transit, 301 E. Third St, Oxnard, CA, 93030