



Item #1

**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, MARCH 3, 2021 – 10:00 A.M.
THIS MEETING WAS HELD VIA-ZOOM**

Call to Order

Chair Randy Haney called the regular meeting of the Board of Directors of Gold Coast Transit District to order at 10:00 AM at the GCTD Administrative Facility, 1901 Auto Center Drive, Oxnard, California and via Zoom. Due to COVID-19 this meeting was also made Via-Zoom for the public.

Roll Call Present– via Zoom

Chair – Randy Haney – City of Ojai
Vice Chair – Bryan MacDonald – City of Oxnard
Director – Mike Johnson – City of Ventura
Director – Richard Rollins, City of Port Hueneme
Director – Matt LaVere, County of Ventura

Staff Present – via Zoom

Steven Brown, General Manager
Steven DeBaun, General Counsel
Vanessa Rauschenberger, Director of Planning & Marketing
Dawn Perkins, Director of Finance
Matt Miller, Planning Manager
Beatris Megerdichian, Transit Planner I
James Beck, Director of Operations and Maintenance
Marlena Kohler, Purchasing Manager/DBE Officer
Angelica Delgado, Clerk of the Board

Employee Recognition

5 Years - Francisco Escobar, Mechanic
5 Years - Beatris Megerdichian, Transit Planner I
10 Years - Vanessa Rauschenberger, Director of Planning & Marketing

General Public Comment

Wilson Munoz, Lisandro Rivera & Danny Carrillo spoke during the general public comments.

Board of Directors Reports

There were none.

GOLD COAST TRANSIT DISTRICT

General Manager Reports

Mr. Brown reported on the County's plan to provide Covid-19 vaccinations for front-line Bus Operators. HR staff will work with employees to get them registered to receive their vaccine. Mr. Brown also discussed the plans for GCTD to celebrate national Transit Driver's Appreciation Day on March 18. Additional information is included in the written report provided to the Board.

Consent Agenda

1. Consider Approval of Minutes of February 3, 2021 Board of Directors Meeting
2. Consider Approval of Expenditures for the Month of December 2020
3. Consider Approval of Treasurer's Report for December 2020
4. Consider Approval of Budget Income Statement for Month Ending December 31, 2020
5. Consider Approval of Financial Statements & Schedule of Money Transfers for Dec. 2020

Director Matt LaVere moved to approve Consent Agenda Items 1 through 5. Director Richard Rollins seconded the motion.

The motion passed unanimously.

FORMAL ITEMS

6. **Consider Approval of Updated 2021 GCTD Fleet Management Plan & Transit Asset Management (TAM) Plan – James Beck, Director of Operations and Maintenance**

Mr. Beck stated the Fleet Management Plan presents GCTD's current fleet and future vehicle needs along with identifying opportunities and funding issues that GCTD will face in the next ten years. In constructing the Fleet Management Plan, GCTD gave consideration and weight to the Near-Zero Emissions Policy adopted by the GCTD Board in June 2018 and the California Air Resources Board (CARB) mandated Innovative Clean Transit Regulations (ICT), which requires all transit agencies to move to all zero emission vehicles over the next 20 years.

Director Richard Rollins moved to approve Updated 2021 GCTD Fleet Management Plan & Transit Asset Management (TAM) Plan. Director Matt LaVere seconded the motion.

The motion passed unanimously.

7. **Consider Approval for the Purchase of One (1) Ford Transit 350EL Electric Vehicle for Microtransit Service from A-Z Bus Sales - Marlena Kohler, Purchasing Manager**

Ms. Kohler stated it is recommended the Board of Directors authorize the purchase of one (1) Ford Transit 350EL electric vehicle for GCTD's Micro-Transit project from A-Z Bus Sales at a cost of \$218,421 and an additional 5% (\$10,921) to cover any contingencies or possible changes which may occur during the finalization of the specifications for a total approval amount of \$229,342.

Director Bryan MacDonald moved to approve Purchase of One (1) Ford Transit 350EL Electric Vehicle for Microtransit Service from A-Z Bus Sales. Director Mike Johnson seconded the motion.

The motion passed unanimously.

8. Consider Approval of Purchase of Nine (9) 40-ft Low Floor CNG Replacement Buses from Gillig - Marlena Kohler, Purchasing Manager

Ms. Kohler stated it is recommended that GCTD award a contract to Gillig, LLC for the purchase of nine (9) 40 ft Low Floor CNG Replacement Buses. GCTD fixed route fleet currently has nine (9) 2007 New Flyer buses close to their respective Federal Transit Administration (FTA) mandated life expectancy, which is 12 years. The average mileage of these nine buses is 570,000.

The cost for each new bus is approximately \$587,308 or a total purchase price of \$5,285,772. Price includes tax, license, and registration fees.

Director Matt LaVere moved to approve Purchase of Nine (9) 40-ft Low Floor CNG Replacement Buses from Gillig. Director Mike Johnson seconded the motion.

The motion passed unanimously.

9. Consider Adoption of LAIF Resolution 2021-02 – Steven Brown, General Manager

Mr. Brown stated Gold Coast Transit District invests funds in the State Treasury through the Local Agency Investment Fund (LAIF) that provides a return on those funds higher than that received from the bank used for day-to-day operations. The Treasury provides greater security of these funds while allowing the District access to these funds when needed.

In September 2020, a report and Resolution 2020-07 was presented to the Board for approval naming the General Manager and the Director of Marketing and Planning as the District's officials authorized to deposit and withdraw funds from the LAIF account. At that time, it was noted that when a Director of Finance was hired, a new resolution would be needed to add that position to the account. This report and proposed Resolution 2021-02 accomplish that.

Director Mike Johnson moved to approve Adoption of LAIF Resolution 2021-02. Director Matt LaVere seconded the motion.

The motion passed unanimously.

INFORMATIONAL ITEMS

10. Receive and File FY 2019-20 TDA Audit Reports for GCTD and Each of its Five (5) Members, and GCTD Single Audit Report, as Prepared by Brown Armstrong Accountancy Corporation - Dawn Perkins, Director of Finance

The report was received and filed.

11. Receive Update on Initial Site Investigation for GCTD's 301 East Third Street Property and Consider Forming Ad Hoc Sub-Committee to Review and Provide Input on DRAFT Feasibility Study– Vanessa Rauschenberger, Director of Planning and Marketing

The Board discussed which members would be interested in serving on this Ad Hoc committee. Directors MacDonald and LaVere indicated interest. The Board agreed unanimously that Directors MacDonald and LaVere would be the representatives. It was decided that no motion or formal action was needed.

The report was received and filed.

12. Report of Contracts Awarded – Marlena Kohler, Purchasing Manager

The report was received and filed.

13. Receive Update on GCTD’s COVID-19 Recovery Planning– Vanessa Rauschenberger, Director of Planning and Marketing

The report was received and filed.

14. Provide Input to Staff on Requests for Future Agenda Items for the Board of Directors – Steven Brown, General Manager

Mr. Brown discussed some of the upcoming items that would be presented to the Board in the next few months including updates on the FY 21-22 budget, labor negotiations with SEIU Local 721, and additional funding opportunities that the District will pursue to help mitigate the economic impact of the loss of ridership and state funds.

The report was received and filed.

CLOSED SESSION

15. CONFERENCE WITH LEGAL COUNSEL- EXISTING LITIGATION

Pursuant to section 54956.9 (d)(1) Case Number: 56-2019-00532144-CU-PA-VTA

16. CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Section 54956.9: 2 case

There being no further business, Chair Randy Haney adjourned the meeting at 11:18 AM. There are no expected announcements after Closed Session.

Minutes recorded by: Angelica Delgado, Clerk of the Board of Directors

Steven P. Brown
Secretary of the Board of Directors

Chair Randy Haney
Board of Directors

Unless otherwise determined by the Board of Directors, the next meeting of the GCTD Board of Directors will be held on **April 7, 2021 10:00 AM at the Gold Coast Transit District Board Room, 1901 Auto Center Drive, Oxnard, CA 93036**. Copies of administrative reports relating to the Board agenda are available on-line at www.gctd.org or from the Clerk of the Board, Gold Coast Transit District, 1901 Auto Center Drive, Oxnard, CA 93036.