



Item #1

**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING  
WEDNESDAY, MARCH 7, 2018 – 10:00 AM**

**Call to Order**

Chair Zaragoza called the regular meeting of the Board of Directors of Gold Coast Transit District to order at 10:00 A.M. at the GCTD Administrative Facility, 301 E. Third St., Oxnard, California.

**Roll Call**

Chair John C. Zaragoza – County of Ventura  
Vice-Chair Cheryl Heitmann – City of Ventura  
Director Paul Blatz – City of Ojai  
Director Bryan MacDonald – City of Oxnard  
Director (Alternate) Sylvia Munoz-Schnopp – City of Port Hueneme

**Staff Present**

Steven P. Brown, General Manager  
Steven C. DeBaun, General Counsel  
Steve Rosenberg, Director of Finance and Administration  
Reed Caldwell, Director of Engineering & Construction  
Andrew Mikkelson, Director of Transit Operations  
Debbie Williams, Director of Human Resources  
Vanessa Rauschenberger, Director of Planning & Marketing  
Ana Perez, Clerk of the Board  
James Beck, Fleet Manager  
Robert Keys, IT Manager  
Matt Miller, Planning Manager  
Rigo Nava, Operations Safety & Training Officer

**Ceremonial Calendar**

The pledge of allegiance was led by Director Bryan MacDonald.

**Employee Recognition**

There were none.

**General Public Comment Period**

There were none.

**GOLD COAST TRANSIT DISTRICT**

CITY OF OJAI | CITY OF OXNARD | CITY OF PORT HUENEME | CITY OF VENTURA | COUNTY OF VENTURA  
301 EAST THIRD STREET, OXNARD, CA 93030 | P 805.483.3959 | F 805.487.0925 | GOLDCOASTTRANSIT.ORG

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### **Board of Directors Reports**

Chair Zaragoza welcomed Director Sylvia Munoz-Schnopp to the Board. Director Munoz-Schnopp thanked the Board and informed the Board that the City of Port Hueneme will be celebrating its 70<sup>th</sup> birthday, commemorating a yearlong celebration. Director MacDonald informed the Board that the Pacific Surfliner will continue to operate with additional cars to each of its 10 daily trains serving Santa Barbara County, providing more than 2,000 seats to help accommodate increased customer demand. Since train tracks reopened on Jan. 11<sup>th</sup>, the Pacific Surfliner has served as the only viable ground transportation option between Ventura and Santa Barbara counties. Director MacDonald inquired on GCTD's possibility to work with Amtrak to accept Metrolink fare media in GCTD buses. Mr. Brown informed Director MacDonald that GCTD currently has an agreement which allow Pacific Surliner and Metrolink passengers to transfer more seamlessly to connecting public transit services. Director Heitmann thanked GCTD's staff for inviting her to the meeting at EP Foster Library in downtown Ventura on February 28<sup>th</sup> to provide information about bus stop spacing along Main Street. The meeting was well attended and GCTD staff provided great feedback to the public.

### **General Manager's Report**

Mr. Brown informed the Board of Directors that GCTD will be installing the new Syncromatics Automatic Vehicle Location/Voice Annunciation System (AVL/AVAS) on the first three buses in our fleet. Staff will be testing the system for several weeks including test runs on each of GCTD's 20 routes. Once we are confident the system is working correctly, the rest of the fleet will be installed.

Mr. Brown announced that GCTD will be working with City of Ventura staff to adjust spacing of bus stop along Main Street starting this month.

Mr. Brown extended thanks to GCTD staff; Jeremy Adams, Tim Velazquez, Fernando Ortiz and Wilson Munoz, for reading to students last week at McKinna School for Dr. Seuss Birthday. This was a great opportunity to connect with our community and demonstrate #WherePublicTransitGoesCommunityGrows.

### **Agenda Review**

There were no changes.

### **Consent Agenda**

1. Consider Approval of Minutes of February 7, 2018 Board of Directors Meeting
2. Consider Approval of Expenditures for the Month of January, 2018
3. Consider Approval of Treasurer's Report for January, 2018
4. Consider Approval of Budget Income Statement for the Month Ending January, 2018
5. Consider Approval of Financial Statements and Schedule of Money Transfers for January, 2018
6. Consider Approval of the General Manager's Expense Report for January – February 2018

Director MacDonald moved to approve Consent Agenda 1 thru 6. Director Heitmann seconded the motion. **The motion passed unanimously.**

**Public Comments on Formal Items**

There were none.

**Formal Items**

**7. Authorize the General Manager to sign an updated Metropolitan Planning Agreement with SCAG – Vanessa Rauschenberger, Director of Planning and Marketing**

Ms. Rauschenberger stated that Southern California Association of Governments (SCAG) first executed Metropolitan Planning Agreements in 2007 as required by federal regulations. These agreements between SCAG, the county transportation commissions (CTC's), and their respective transit operators (including GCTD, then known as South Coast Area Transit) specify mutual responsibilities in carrying out the metropolitan transportation planning process.

Revisions to the agreements are needed to reflect the latest federal requirements from the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) and Fixing America's Surface Transportation (FAST) Act, and associated rulemaking.

Director Munoz-Schnopp moved to Authorize the General Manager to sign a Metropolitan Agreement with SCAG, VCTC and Ventura County Transit Operators. Director Blatz seconded the motion. **The motion passed unanimously.**

**8. Receive and File Gold Coast Transit District Actuarial Study of Retiree Health Liabilities as of June 30, 2017, as Prepared by Total Compensation Systems Inc. (TCS) – Steve L. Rosenberg, Director of Finance and Administration**

Mr. Rosenberg stated that as GCTD is obligated under GASB 74/75 to recognize and report annually as a liability the cost of its obligation to fund other post-employment benefits. The only non-pension post-employment benefit GCTD currently offers to retirees is the CalPERS medical plan, as provided under the California Public Employees' Medical and Hospital Care Act (PEMHCA).

GASB 74/75 replaced GASB 45 for the purpose of requiring public entities to recognize the liability of their other post-employment benefit (OPEB) obligations effective this fiscal year. GASB 45 and GASB 75 serve the same purpose, which is to value an entity's OPEBs. Both standards require a calculation of a present liability for future non-pension benefits for employees and retirees, also know as the "Actuarial Accrued Liability" in GASB 45 and the "Total OPEB Liability" in GASB 75. The two standards differ in how the liability is calculated and disclosed on financial statements.

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The Actuarial Study was conducted as of June 30, 2017 and will be used by GCTD to implement GASB 75 in FY2017-18. The study places GCTD's liability at \$445,991; the calculated Total OPEB Liability of \$960.816 less the funded amount of GCTD's CERBT account on June 30, 2017, \$514,825.

There being no further discussion, Mr. Rosenberg recommended that the GCTD Board of Directors receive and file this report

**The report was received and filed.**

### **9. Receive Presentation on Proposed CARB Innovative Clean Transit (ICT) Regulations and Zero-Emission Technology Readiness Factors – Vanessa Rauschenberger, Director of Planning and Marketing and James Beck, Fleet Manager**

Ms. Rauschenberg provided a presentation on the proposed CARB Innovative Clean Transit (ICT) Regulations and Zero-Emission Technology Readiness Factors. In order to meet significant air quality, climate, and public health protection goals set forth by the State of California, The California Air Resources Board (CARB) is developing strategies to transition the heavy-duty mobile source sector to zero and near-zero technologies. The long-term vision of the Innovative Clean Transit (ICT) effort is to achieve a zero-emission transit system in the state by 2040.

Ms. Rauschenberg and Mr. Beck discussed how the Innovative Clean Transit (ICT) regulations apply to GCTD, a medium size transit fleet and what are some of the readiness factors transit agencies will need to address to successfully implement zero-emission technology in the future.

Mr. Richard H. Baldwin provided public comment to the Board of Directors with information on battery electric buses. He expressed the need of all transit agencies to reduce emissions from heavy-duty vehicles; a key factor to California's climate change and air quality goals. The state has created several funding mechanisms to help owners of these vehicles transition from dirtier fuels to clean fuels. Battery electric buses (BEBs) are high on the list of supportable projects at ARB. Some of these funds are competitive and limited, so Gold Coast Transit District should act quickly to obtain all the funds they can to support a transition from CNG buses to BEBs.

There being no further discussion, Ms. Rauschenberg recommended that the GCTD Board of Directors receive and file this report

**The report was received and filed.**

### **10. Construction Update for the GCTD Operations & Maintenance Facility – Reed Caldwell, Director of Engineering and Construction**

Mr. Caldwell provided an overview of the progress of recent activities on the GCTD Administration and Operations Facility. The new facility schedule is on track with completion of construction of September 2018 and move in date of October 2018.

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There being no further discussion, Mr. Caldwell recommended that the GCTD Board of Directors receive and file this report.

**The report was received and filed.**

**INFORMATIONAL ITEMS**

There were none.

**FUTURE AGENCY ITEMS**

There were none.

**CLOSED SESSION**

**11. CONFERENCE WITH AGENCY LABOR NEGOTIATORS pursuant to Government Code §54957.6 – Agency Designated Representatives: General Manager and designees – Employee Organization: Teamsters Local 186**

The Board of Directors went into Closed Session at 11:26 A.M.

The Board of Directors re-adjourned into Open Session at 11:38 A.M.

There were no announcements.

There being no further business, Chair Zaragoza adjourned the meeting at 11:40 A.M.

Minutes recorded by: Ana Perez, Clerk of the Board of Directors

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Steven P. Brown  
Secretary of the Board of Directors

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Chair  
John C. Zaragoza  
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 4, 2018 10:00 A.M. at the Gold Coast Transit District 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](http://www.GoldCoastTransit.org) or from the Office Manager, Gold Coast Transit District, 301 E. Third Street, Oxnard, CA 93030.