



Item #1

**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, APRIL 7, 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 – Carmen Ramirez, County of Ventura

Staff Present – via Zoom

Steven Brown, General Manager
Steven DeBaun, General Counsel
Vanessa Rauschenberger, Director of Planning & Marketing
James Beck, Director of Operations and Maintenance
Margaret Heath-Schoep, Paratransit & Special Projects Manager
Marlena Kohler, Purchasing Manager/DBE Officer
Cynthia Lopez, Clerk of the Board

Employee Recognition

5 Year Service Award –

Eric Almaguer, Bus Operator	Cristian Avendano, Bus Operator
Daniel Galvan, Bus Operator	Manuel Matu, Bus Operator
Ronilo Santiago, Bus Operator	Vicente Vela, Bus Operator

10 Years' Service Award – Cynthia Torres Duque, Communications & Marketing Manager

General Public Comment

Julieta Flores, Wilson Munoz, Jeremy Adams & Danny Carrillo spoke during the general public comments.

Board of Directors Reports

There were none.

GOLD COAST TRANSIT DISTRICT

General Manager Reports

Mr. Brown congratulated and thanked the seven (7) employees who received service awards.

Consent Agenda

1. Consider Approval of Minutes of March Board of Directors Meeting
2. Consider Approval of Expenditures for the Month of January 2021
3. Consider Approval of Treasurer's Report for January 2021
4. Consider Approval of Budget Income Statement for Month Ending January 2021
5. Consider Approval of Financial Statements & Schedule of Money Transfers for Jan 2021
6. Consider Approval of Expenditures for the Month of February 2021
7. Consider Approval of Treasurer's Report for February 2021
8. Consider Approval of Budget Income Statement for Month Ending February 2021
9. Consider Approval of Financial Statements & Schedule of Money Transfers for Feb 2021

Director Carmen Ramirez moved to approve Consent Agenda Items 1 through 9. Director Mike Johnson seconded the motion.

The motion passed unanimously.

FORMAL ITEMS

10. Consider Approval for Contract Increase to Brown and Armstrong for Audit Services - Marlena Kohler, Purchasing Manager/DBE Officer

Ms. Kohler stated Brown Armstrong has been providing Audit Services for GCTD since June 2018. An Increase is being requested in the amount of \$32,000 per year for years 3,4 and 5 of their five (5) year contract. The increase is due to additional reporting requirements and valuable assistance during GCTD understaffing in the Finance Department. The current contract amount is \$160,000, the revised contract total will be \$256,000.

Vice Chair Bryan MacDonald moved to approve Contract Increase to Brown and Armstrong for Audit Services. Director Carmen Ramirez seconded the motion.

The motion passed unanimously.

11. Consider Authorizing Award of a Contract to MV Transportation for Late Night Safe Rides – Marlena Kohler, Purchasing Manager/DBE Officer, Margaret Heath-Schoep, Paratransit and Special Projects Manager

Ms. Schoep provides the Board Members with a presentation on demonstration service contract that GCTD proposed for the purpose of a pilot service to provide essential workers with reliable public transit options throughout the GCTD service area. Data from the project may assist our Planning Department's on-going service design work. Provision of a public transit option is important to social equity by increasing mobility for those who may have been adversely impacted by the economic impacts of the COVID 19 pandemic. Funding for this project is provided through a JARC CARES grant awarded in December 2020.

It is recommended the Board of Directors approve authorizing the General Manager to execute a contract with MV Transportation for the Operation of the Late-Night Safe Rides

demonstration project in the amount (not to exceed) \$301,700 for a period not to exceed 18 months.

Director Mike Johnson moved to approve the Award of Contract to MV Transportation for Late Night Safe Rides. Director Richard Rollins seconded the motion.

The motion passed unanimously.

12. Consider Adoption of Resolution 2021-03 for Authorization of the Certifications and Assurances for the Low Carbon Transit Operations Program - Matt Miller, Planning Manager

Mr. Miller stated the Low Carbon Transit Operations Program (LCTOP) is one of several programs established by the California Legislature in 2014 by Senate Bill 862. The program was created to provide operating and capital assistance for transit agencies to reduce greenhouse gas emissions and improve mobility, with a priority on serving disadvantaged communities.

Mr. Miller stated the program has provided financial support to many GCTD projects since the program's inception including the construction of the new GCTD facility, free fare days, Token Transit mobile ticketing and the new Route 23. This year \$30,697 has been allocated to GCTD and staff is recommending that these funds be used to support the continued operation of the new Route 23.

It is recommended that the Board of Directors Adopt Resolution 2021-03 Authorizing the General Manager to Execute all documents for the Low Carbon Transit Operations Program with the California Department of Transportation.

Director Carmen Ramirez moved to approve Adoption of Resolution 2021-03 for Authorization of the Certifications and Assurances for the Low Carbon Transit Operations Program. Director Mike Johnson seconded the motion.

The motion passed unanimously.

INFORMATIONAL ITEMS

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

The report was received and filed.

14. Receive Update on COVID-19 Response & Recovery Plan Employee Survey – Vanessa Rauschenberger, Director of Planning & Marketing

The report was received and filed.

15. Receive Update on GCTD's New Website – Cynthia Torres Duque, Marketing and Communications Manager

The report was received and filed.

16. Operations & Maintenance Update – Jim Beck, Director of Operations & Maintenance

The report was received and filed.

There being no further business, Chair Randy Haney adjourned the meeting at 11.45 AM.
There are no expected announcements after Closed Session.

CLOSED SESSION

17. CONFERENCE WITH LABOR NEGOTIATORS pursuant to Section 54957.6
Agency designated representatives: General manager and General Counsel or designees.
Employee organization: SEIU Local 721
18. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION - Pursuant to section 65956.9 (d)(1). Case Number 56-2020-00539849-CU-PO-VTA
19. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION - Pursuant to section 65956.9 (d)(1). SEIU Local 721 v. Gold Coast Transit District (PERB Case No. LA-CE-1493-M)

Minutes recorded by: Cynthia Lopez, 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 **May 5, 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.