



Item #1

**MINUTES OF THE REGULAR BOARD OF DIRECTORS MEETING
WEDNESDAY, JANUARY 6, 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 – (Alternate) Sofia Rubalcava – City of Ventura
Director – Richard Rollins, City of Port Hueneme - Absent
Director – TBD, County of Ventura

Staff Present – via Zoom

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

Employee Recognition

5 years

- Jonathan Thompson, Service Worker

10 years

- James Beck, Operations & Maintenance Director

15 years

- Chiharu Endo, Operations Supervisor
- Silvia Guerrero, Operator

Commendation

- Robert Magana, Operations Supervisor

GOLD COAST TRANSIT DISTRICT

General Manager Reports

Mr. Brown provided an update on the General Manager Report which is also available on GCTD's website.

Consent Agenda

1. Consider Approval of Minutes of January 6, 2021 Board of Directors Meeting
2. Consider Approval of Expenditures for the Month of October 2020
3. Consider Approval of Treasurer's Report for October 2020
4. Consider Approval of Budget Income Statement for Month Ending October 31, 2020
5. Consider Approval of Financial Statements & Schedule of Money Transfers for Oct. 2020

Vice Chair Bryan MacDonald moved to approve Consent Agenda Items 1 through 5. Director Sofia Rubalcava seconded the motion.

The motion passed unanimously.

FORMAL ITEMS

6. **Approval of the Fiscal Year 2019-2020 Comprehensive Annual Financial Report (CAFR) as Prepared by Brown Armstrong – Dawn Perkins, Director of Finance**

Ms. Perkins stated the Board of Directors contracted Brown Armstrong to audit GCTD's financial operations and prepare GCTD's FY 2020 Comprehensive Annual Financial Report (CAFR), which was presented to the Board for its consideration and acceptance. The CAFR is intended to provide a detailed picture of the financial and operational areas of the agency. Ryan Nielsen, Brown Armstrong's audit partner assigned to GCTD, made an oral presentation to the Board to discuss the CAFR document, which is an attachment to this report in draft format. Bound copies will be provided to Board members and a digital version will be available on the GCTD website.

Vice Chair Bryan MacDonald moved to approve of the Fiscal Year 2019-2020 Comprehensive Annual Financial Report (CAFR) as Prepared by Brown Armstrong. Director Sofia Rubalcava seconded the motion.

The motion passed unanimously.

7. **Approval of Resolution 2021-01 Appointing a Member and an Alternate GCTD staff member to the California Transit Indemnity Pool (CalTIP) Board of Directors – Steven Brown, General Manager**

Mr. Brown stated the resolution will officially notify the California Transit System Joint Powers Authority (CalTIP or Authority) of the Gold Coast Transit District's member and alternate Board of Directors members. GCTD obtains liability coverage, vehicle physical damage coverage and risk management services through jointly pooling resources with other transit agencies that are members of the Authority. CalTIP has provided competitive rates and services over the years after being formed in 1987 during a difficult time for public entities to obtain coverage from the insurance market.

Vice Chair Bryan MacDonald moved Approval of Resolution 2021-01 Appointing a Member and an Alternate GCTD staff member of the California Transit Indemnity Pool (CalTIP) Board of Directors. Director Sofia Rubalcava seconded the motion.

The motion passed unanimously.

INFORMATIONAL ITEMS

8. Receive Update and Presentation on Operations and Maintenance Departments– James Beck, Director of Operations and Maintenance

Mr. Beck provided a presentation with updates on Operations and Maintenance.

The report was received and filed.

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

Ms. Kohler presented an update.

The report was received and filed.

CLOSED SESSION

10. CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION

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

11. 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 11:06 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 MacDonald
Board of Directors

Unless otherwise determined by the Board of Directors, the next meeting of the GCTD Board of Directors will be held on **February 3, 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.