



MEETING AGENDA

GCTD Technical Advisory Committee (TAC)

Wednesday, August 17, 2022 – 10:00 a.m.

Zoom Video Conference Meeting

Join by Computer:

<https://us02web.zoom.us/j/82191318348>

Join by Phone:

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| 1. Call to Order/Introductions | ACTION |
| 2. Public Comments | INFO |
| 3. Committee Member Comments | INFO |
| 4. Staff Comments | INFO |
| 5. Approval of May 18, 2022 Meeting Summary | ACTION |
| 6. FY21-22 4 th Quarter & End of Year Performance Report
Cynthia Torres-Duque, Director of Planning & Marketing
Margaret Schoep, Paratransit & Special Projects Manager | INFO |
| 7. Bus Stop Improvement Plan – Final Draft Update
Austin Novstrup, Transit Planner II | ACTION |
| 8. Future Agenda Items | INFO |
| 9. Adjournment | |



GCTD Technical Advisory Committee (TAC)

10:00 a.m. – June 15, 2022

<https://us02web.zoom.us/j/82191318348>

Meeting Summary

TAC Members Present: Phil Pulley, City of Ojai; Debbie O'Leary, City of Oxnard; Sergio Albarran, City of Ventura, Claire Grasty, VCTC (ex-officio); Cynthia Kadlec, County of Ventura

TAC Members Absent: Ray Gutierrez, City of Port Hueneme; Chris Kurgan, County of Ventura

GCTD Staff Present: Vanessa Rauschenberger General Manager; Matt Miller, Planning Manager; Austin Novstrup, Transit Planner II; Martin Rodriguez, Transit Planner I; Robert Lucio, Mobility Management Coordinator; Margaret Schoep, Paratransit & Special Projects Manager; Cynthia Duque, Communications & Marketing Manager; Chiharu Endo, Operations Manager; Tania Escobar, Planning & Marketing Intern; Allen Schentrup, Finance Manager; Dawn Perkins, Director of Finance & Administration

Members of the Public: None

1. Call to Order/Introductions

Phil Pulley called the TAC meeting to order at 10:02am.

2. Public Comments

None.

3. Committee Members Comments

Sergio Albarran commented that Ventura will host a community meeting for its Active Transportation Plan next Wednesday, June 22, 2022 and invited all TAC members and GCTD staff to attend.

4. Staff Comments

Matt Miller provided no comment, but informed TAC members and GCTD staff on a new Zoom link for all upcoming TAC meetings. Vanessa Rauschenberger commented that this Friday, June 17, GCTD along with all transit providers in Ventura County will participate "Dump the Pump" by allowing free fares all day.

5. Approval of May 18, 2022 Meeting Summary

Sergio Albarran moved to approve the May 18, 2022 Meeting Summary and Chair Phil Pulley seconded. The motion carried with all in favor and none in opposition.

6. FY22-23 Service Plan Update – Matt Miller, Planning Manager

Matt Miller shared a presentation on planning updates for the upcoming fiscal year. Considerations for next year included staffing levels, ridership & demand, and route performance & reliability. Operator staffing levels drove much of the current year in terms of frequency of service and span of service.

The upcoming service plan is sectioned into two periods: July 2022 – January 2023, and February 2023 – July 2023. The first period will keep current service levels and implement minor schedule adjustments and bus stop changes. Matt added that the second period can continue “status quo” but other options, such as increasing frequency on GCTD’s popular routes (1A/B, 6, 16), may be a possibility if staffing is available.

Matt mentioned Planning staff has coordinated outreach with bus operators and is scheduling a pop-up event for public outreach. He added other planned changes will include a bike policy update that went into effect May 8th that would allow personal travel devices like electric bikes & scooters, folding bikes, and hover boards. Currently, GCTD is working to update its stroller policy to allow children to remain in the stroller.

Matt also noted GCTD’s upcoming RFP for a Short Range Transit Plan that will primarily look at areas of improvement specifically in service frequency.

7. FY22-23 Final Draft Budget Review – Dawn Perkins, Director of Finance & Administration

Dawn Perkins presented a final draft on GCTD’s budget for fiscal year 2022-2023. The FTA formula revenue for GCTD increased by 37% from FY21-22 (from \$5.1 million to 7 million). Dawn shared fundamental assumptions for GCTD’s operating budget that included agency FTE, an increase in compensation raises per SEIU and Teamsters MOU, and an increase in fixed-route service levels.

Dawn shared a chart breaking down the sources of funding, which included: 53% from local funds, 36% from federal funds, 9% from GCTD-derived funds, and 2% from state funds.

Dawn also reminded TAC members that the FTA’s fare box recover ratio will still be suspended for FY22-23. She also shared GCTD’s member agency transit funding, which amounts to \$2 million.

Dawn briefly covered final operating expense budget details for fixed-route, fleet and facilities, and administration.

Dawn recommended TAC members to approve the budget draft for consideration in the July 2022 GCTD Board Meeting. Vanessa added that the July meeting will also be a public hearing for final budget review.

Debbie O'Leary moved to approve the final draft budget and Chair Phil Pulley seconded. The motion carried with all in favor and none in opposition.

8. July 2022 Service Change Update – Austin Novstrup, Transit Planner

Austin gave an update to upcoming service changes for July. Certain routes will see some minor schedule adjustments to address on time performance. More noteworthy updates included several bus stop relocations to accommodate passenger accessibility, including the removal and addition of bus stops along the Santa Clara Avenue corridor in Ventura.

9. Outreach/Social Media Engagement Update – Cynthia Duque, Communications & Marketing Manager, and Robert Lucio, Mobility Management Coordinator

Cynthia Duque updated TAC members and GCTD staff on GCTD's social media campaigns. GCTD is currently promoting a "5 Under 5" survey that asks the public to answer five questions to assist with service planning. This week GCTD has been promoting a "Dump the Pump" campaign to encourage its followers and the public to ride public transit.

Cynthia added that GCTD's intern, Tania Escobar, is spearheading GCTD's involvement and presence on TikTok and has planned, created and uploaded content that has been highlighting different areas of interest in GCTD's service network. Cynthia shared a recent post by Tania that has received over a thousand views and several shares.

Robert Lucio briefly shared a presentation given to the Tri Counties Regional Center during their open house on June 14, which was intended to give their audience an idea of where transit Ventura County can take them. Robert went over the presentation content and highlighted its member cities and the county's upcoming summer events and noted GCTD routes that can provide transportation.

10. Future Agenda Items

Matt Miller noted no future agenda items at the time, but reminded participants that the TAC committee meeting will be dark in July. TAC will convene again in August.

11. Adjournment

Chair Phil Pulley adjourned the meeting at 10:55am.