

# Alexandria Transit Company Board of Directors Meeting

Zoom Webinar/Facebook Live  
October 14, 2020

Those wishing to give public comment must join via Zoom and may submit a chat request through the Zoom System.



# Call to Order Welcome and Public Comment

## PUBLIC SPEAKERS

- 3 minutes per speaker
- Must connect via Zoom
- You may use the Q&A Feature to request to speak

# Review and Consideration of Approval: Meeting Minutes

September 9, 2020 Minutes

# Board Member Announcements Reports & Business Items

- Chairman
- T&ES Report
- Others

# General Manager's Reports

Josh Baker, General Manager

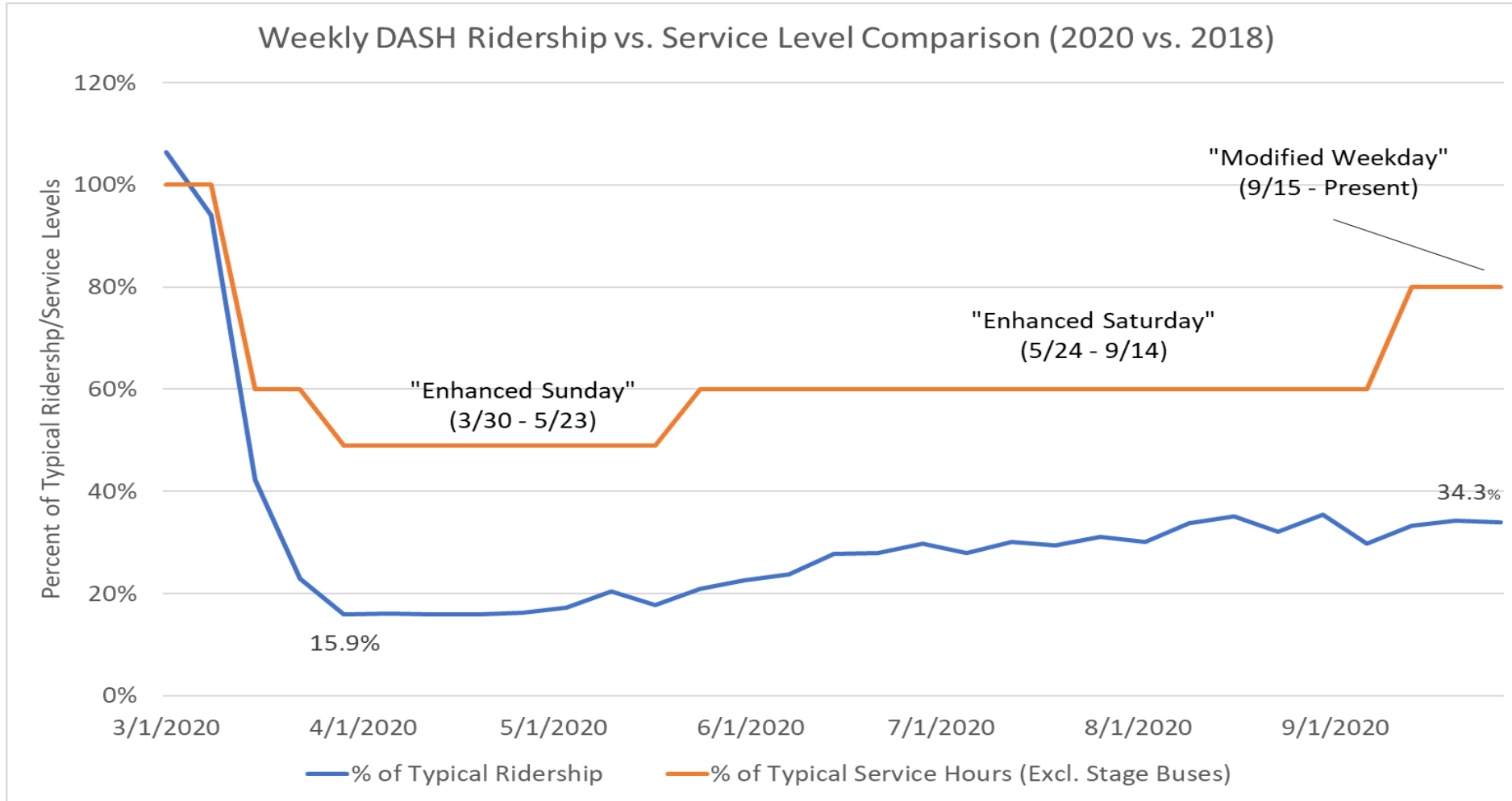
# General Manager's Reports

- Executive Assistant/Board Secretary Update

We are pleased to introduce Beth Reveles who joined DASH on October 5<sup>th</sup>, 2020 as the new Executive Assistant to the General Manager and will now serve as Secretary to the ATC Board of Directors. Beth joins DASH after most recently serving as Executive Assistant to the President & CEO of George Washington's Mount Vernon and Mount Vernon Ladies Association. This is Beth's return to the world of Transportation as she fondly remarked to the leadership team regarding her time serving in the airline industry when starting her career.

# General Manager's Reports

- COVID-19 Service Update



# General Manager's Reports

## Real Time Bus Prediction Enhancements

DASH was recently informed by Department of Rail and Public Transportation (DRPT) that its FY 2021 grant application for \$48,000 to be used towards “Real-Time Prediction Enhancements” has been approved by the CTB for the current fiscal year. With this funding, DASH will be able to team up with Cambridge Systematics to improve the accuracy and reliability of the real-time bus arrival prediction times that are provided to customers by incorporating data from the city’s new network of live traffic sensors, and by pulling live data from other buses that are following the same route.



# General Manager's Reports

## Electric Bus Launch Event

We are excited to announce that on Monday, October 19<sup>th</sup>, 2020 DASH and the City of Alexandria will celebrate the launch of the first ever 100% electric buses to enter permanent revenue service in Alexandria. There will be remarks by the General Manager, ATC Board Chairman, Mayor of Alexandria, Secretary of Transportation and Governor of Virginia. The program will begin at 12:30pm and will take place in Market Square in front of City Hall. COVID precautions will be applied with social distancing and only invited guests permitted in the open air tent. The event will also be livestreamed on DASH's Zoom account. A PDF of the talking points regarding the buses and the event is provided at the end of this packet.

# General Manager's Reports

## Electric Bus Program Updates

We are excited to announce that our first set of 100% electric buses have been delivered. Built by New Flyer of America, three (3) 40-foot buses are now going through the delivery/acceptance process. As the first transit system in Virginia to be launching buses secured through the Volkswagen Mitigation Trust we are planning a launch event in October. Currently we are awaiting possible dates for the Governor to come to Alexandria and join us for this event in front of City Hall. The (socially distant) outdoor event will feature an unveiling of the buses, remarks by the Governor, Mayor, Secretary of Transportation, Director of DRPT, Director of the Virginia Department of Environmental Quality, ATC Board Chairman, and ATC General Manager. (all speakers are yet to be confirmed and the list is subject to change and additions)

# General Manager's Reports

## Board Retreat Follow-up

At the September 9 meeting of the ATC Board of Directors the General Manager proposed the board consider scheduling a retreat for late spring 2021. The retreat is intended to focus on strategic planning, Board roles and responsibilities, and Board teambuilding. The General Manager recommends using a facilitator familiar with DASH whom has provided management training, executive coaching and strategic planning within the organization.

The Board is requested to provide follow-up feedback on this proposal so that staff may work to begin planning the event and evaluating scheduling possibilities.

# General Manager's Reports

## Employee Honors Program

Staff have evaluated this request and are providing the following actions:

1. Continue recognitions of staff as current, inclusive of longevity gifts, recognitions and special retirement celebrations.
2. Consider dedicating buses to individuals who have gone above and beyond in their service through a plaque which is inscribed and permanently installed in the bus (if possible, of their choice) for staff and riders to see. Such inscriptions to include the name of the individual, years of service, any special accomplishment(s) or a quote from the individual pertaining to their years of public service.
3. Continue the informal process of the ATC Board recognizing retiree's through the presentation of a resolution at a regularly scheduled Board meeting. (to resume after the COVID-19 Pandemic is over)

# Financial Reports

Evan Davis, Director of Finance

# FY 2021 Projection

- **ATC is on track two months into FY21. The deficit on the books will become a surplus once CARES Act transfers and I-395 Commuter Choice grant reimbursements are processed.**
- **Projection assumes return to fare collection on January 1, 2021, along with WMATA and the region.**
- **CARES Act will ensure we end the year even at our current reduced service pattern.**

# FY 2022 GM's Draft Budget

## Key Assumptions

- 50% pre-COVID Ridership Return
  - (WMATA Estimate)
- Restoration of \$400,000 FY21 Subsidy Cut
- Use of Remaining \$1.6M in CARES Transit funds
- No New Federal Relief Funds
- Exterior Bus Advertising (\$180K)
- Wage and Fringe Increases per CBA
- Non-Personnel: Small Tech & Building Increase
- **Implement Cost-Neutral Version of 2022 Alexandria Transit Vision (ATV) Network**

# FY 2022 GM's Draft Budget

## Budget Overview and Summary

EXPENDITURES	FY 2022 Budget		FY 2021 Budget		Change	% Change
Personnel	18,921,200	79.4%	17,932,150	79.0%	989,050	5.5%
Non-Personnel	4,731,770	19.8%	4,574,050	20.2%	157,720	3.4%
Capital Outlay	190,000	0.8%	190,000	0.8%	-	0.0%
<b>TOTAL</b>	<b>23,842,970</b>		<b>22,696,200</b>		<b>1,146,770</b>	<b>5.1%</b>

REVENUES	FY 2022 Budget		FY 2021 Budget		Change	% Change
City Contribution Operating	17,978,774	75.4%	16,686,497	73.5%	1,292,277	7.7%
City Contribution Trolley	1,078,672	4.5%	1,037,185	4.6%	41,487	4.0%
CARES Transit Funds	1,600,000	6.7%	-	0.0%	1,600,000	
Passenger Revenue	2,032,000	8.5%	4,024,000	17.7%	(1,992,000)	-49.5%
AT2X Mark Center Express	858,524	3.6%	833,518	3.7%	25,006	3.0%
Charters	60,000	0.3%	60,000	0.3%	-	0.0%
Advertising	180,000	0.8%	-	0.0%	180,000	
Miscellaneous Revenue	55,000	0.2%	55,000	0.2%	-	0.0%
<b>TOTAL</b>	<b>23,842,970</b>		<b>22,696,200</b>		<b>1,146,770</b>	<b>5.1%</b>



# FY22 Reduction Option

- 10% Reduction Option requested by the City for all partner agencies and departments
  - ATC 10% Target: \$1,671,529
  - After \$180k in Advertising: \$1,491,529
- Remaining target can only be met via service cuts

# FY22 Reduction Option

## 10% Major Reduction Scenario

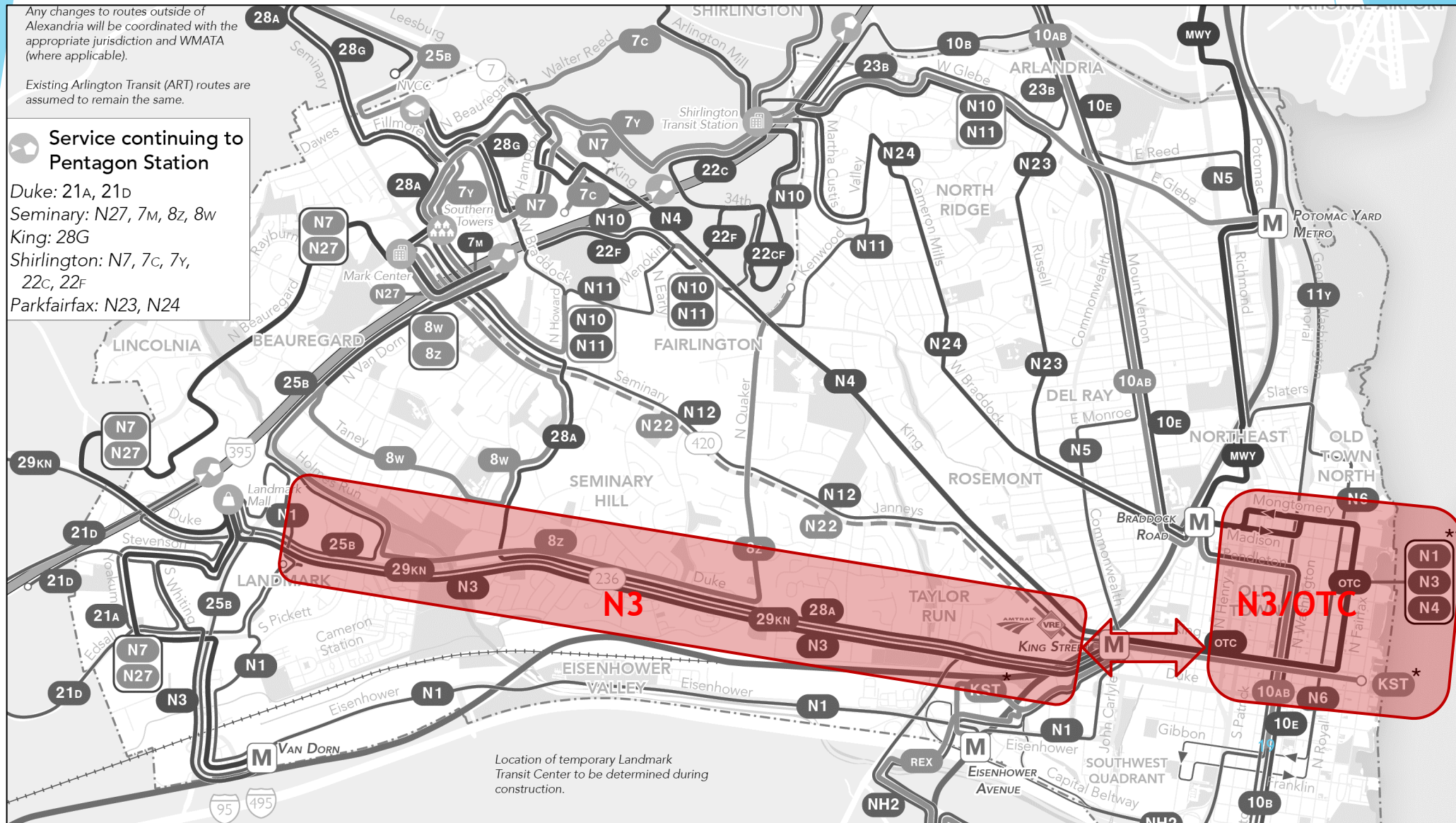
2022 ATV Network with reductions to:

- Duke Street to Old Town (*frequency reduced*)
- Midday Frequency (*reduced in several corridors*)
- Weekend Service (*eliminated in Del Ray, Old Town North and South*)
- Mark Center - Potomac Yard (*frequency reduced*)
- Parkfairfax/North Ridge/Arlandria (*frequency reduced*)

# 10% Reduction Scenario for FY22

Agenda Item: 5  
Board Packet Page: 10-19  
Board Action: Feedback/Comments

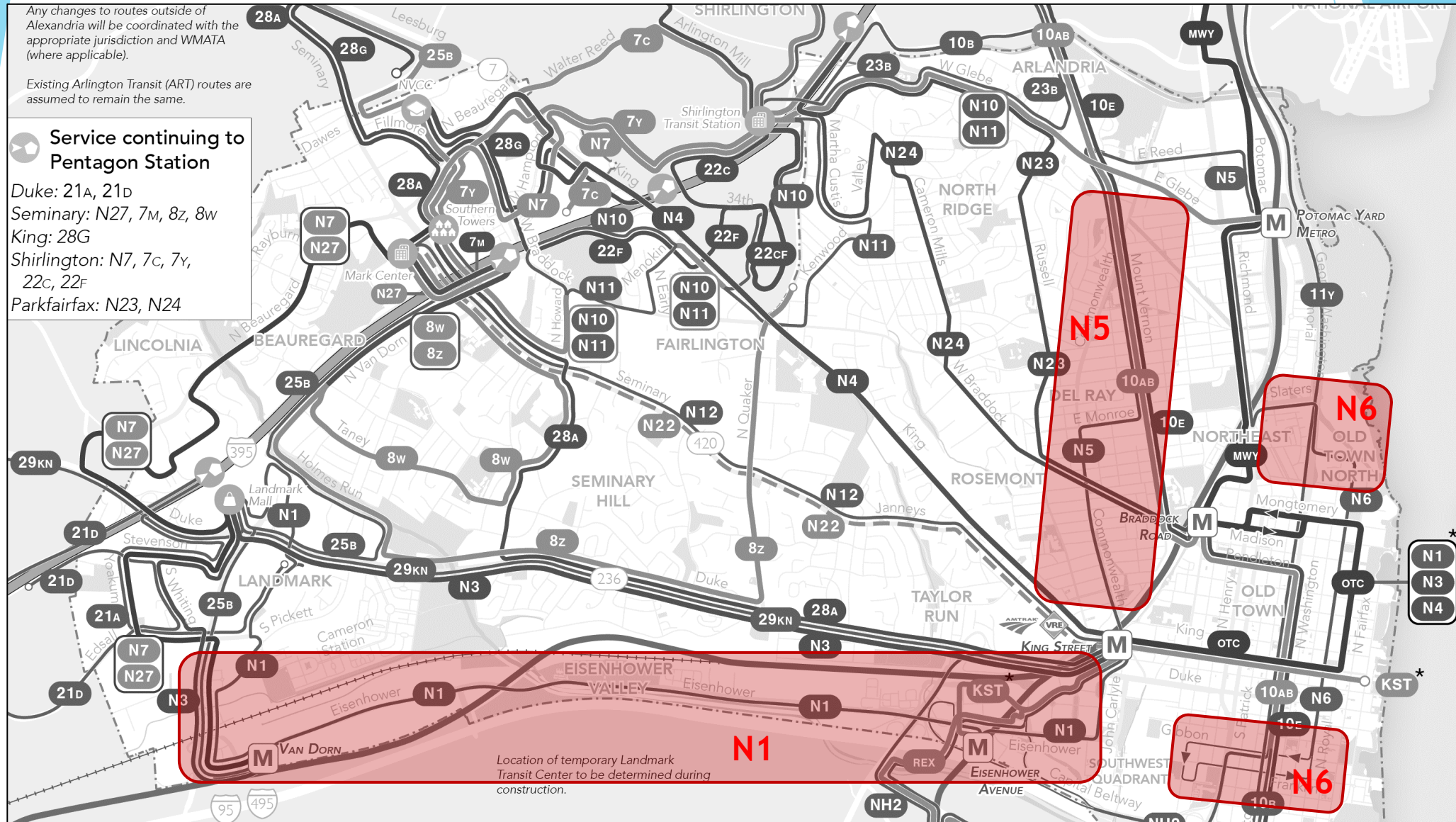
## Duke St. to Old Town (Reduced Weekday Peak Frequency in Old Town)





# 10% Reduction Scenario for FY22

*Weekday Midday Service Reduced from every 30 min. to every 60 min*







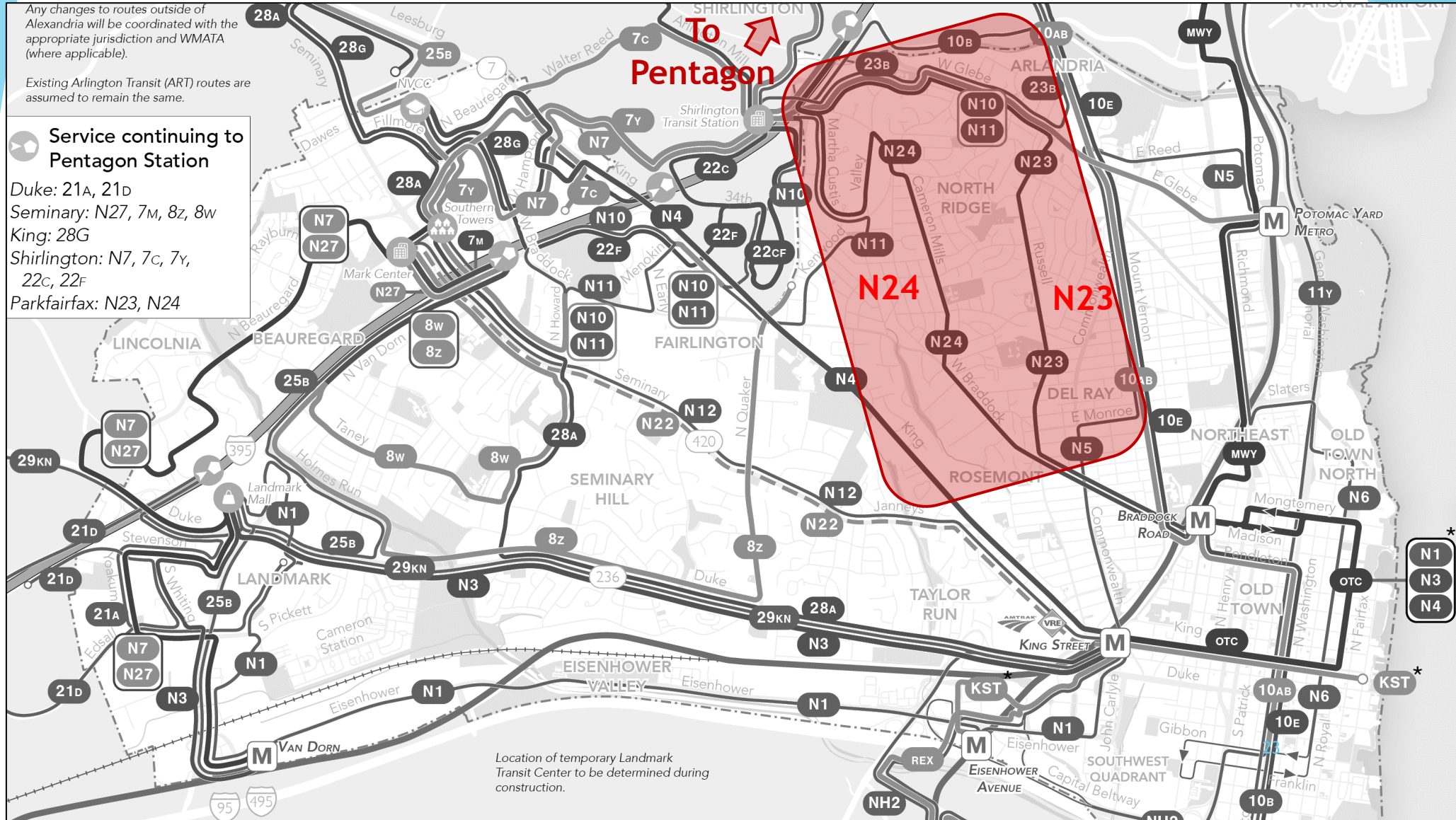






# 10% Reduction Scenario for FY22

*Weekday Peak Service Reduced from every 30 min. to every 60 min.*



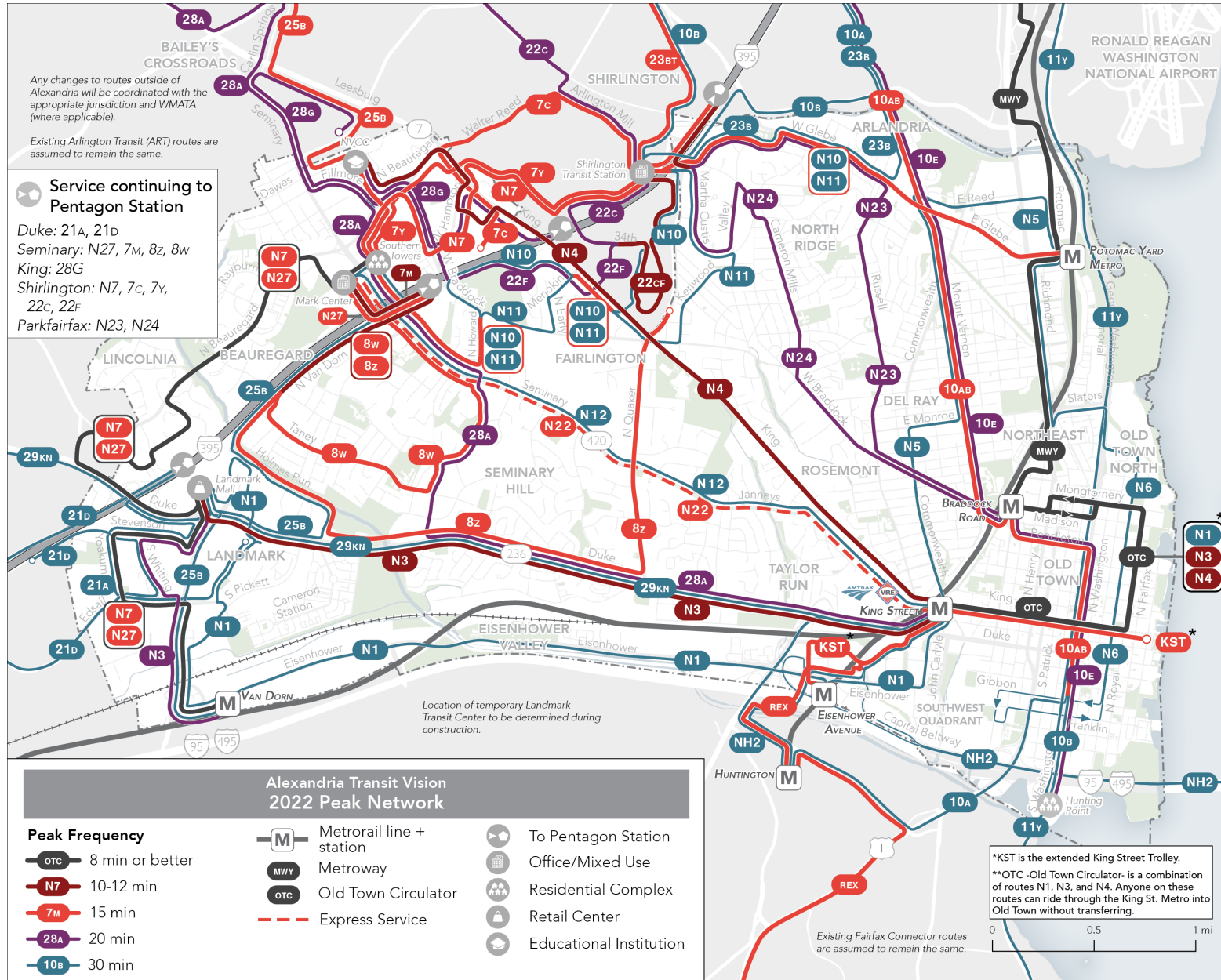
# Supplemental: 2022 ATV Network

- Start of a transition to a citywide bus network with frequent, all-day transit, 7 days a week.
- Increases in Access to Frequent, All-Day Transit:
  - 100,000 total residents (40,000 today)
  - 73% of low-income residents (29% today)
  - 70% of minority residents (22% today)
- 99% of existing bus boardings still within 1/8 mile of a stop
- Significant expansion of off-peak service with most DASH routes running all day Saturday and Sunday with buses coming every 15-30 minutes.



# Supplemental: 2022 ATV Network

Agenda Item: 5  
Board Packet Page: 10-19  
Board Action: Feedback/Comments



# Supplemental: 2022 ATV Network

- Net Subsidy Impact for Full 2022 ATV Network:  
**\$3.4 million** (*17.8% increase over FY22 Current Services*)
- Service Expansions are mostly modular - can be implemented separately (see table in packet)
  - Staff have prioritized based on customer impact
- Highest Priority:
  - West End - “N7” - Van Dorn to Pentagon
  - Mark Center - Potomac Yard - “N10/N11” - via Shirlington and Arlandria

# Consideration of Rescinding Emergency Resolution

David Kaplan, Chairman



## RESOLUTION FOR PREVENTION, MITIGATION AND RESPONSE ACTIONS TO THE CORONAVIRUS (COVID-19) NATIONAL EMERGENCY - EXTENSION MODIFICATION

*Originally adopted March 19, 2020  
Amended & Extended May 27, 2020*

**WHEREAS**, the Alexandria Transit Company Board of Directors issued a resolution in response to the Coronavirus (COVID-19) outbreak, intended to preserve the continuity of operations of the Alexandria Transit Company (DASH) Bus System on March 19, 2020; and

**WHEREAS**, the original resolution expired on June 10, 2020 or upon the cancellation of the National, State and Local Emergencies; and

**WHEREAS**, the Alexandria Transit Company Board of Directors recognized the ongoing pandemic as likely to last well into the summer and fall of 2020; and

**WHEREAS**, there were are no scheduled regular Board Meetings of the body until September 9, 2020 unless specially called by the Chairman or President of the Corporation; and

**WHEREAS**, the Alexandria Transit Company Board of Directors extended the original resolution as above on May 27, 2020; therefore

**IT IS HEREBY RESOLVED**, that the Alexandria Transit Company Board of Directors rescinds the emergency resolution and restores the authority of the Board as defined in the By-Laws and Articles of Incorporation of the Alexandria Transit Company.



# Consideration of Executive Session to discuss Legal and Personnel Matters

David Kaplan, Chairman

1. *Motion Required: "I \_\_\_\_\_ (name) hereby move that the Alexandria Transit Company Board of Directors convene an Executive Session for the Purpose of Discussing Legal and Personnel Matters, pursuant to Section 2.2-3711 (A1) of the Code of Virginia."*

## Reconvene Public Session, Wrap-Up & Consideration of Adjournment

1. *Motion Required: "I \_\_\_\_\_ (name) hereby move to reconvene the October 14<sup>th</sup>, 2020 public meeting of the Alexandria Transit Company Board of Directors."*
2. *Motion Required: "I \_\_\_\_\_ (name) hereby move to certify that during the Executive Session of the Alexandria Transit Company Board of Directors, only those matters specified in convening the session were discussed, pursuant to Section 2.2-3711 (A1) of the Code of Virginia."*

Next ATC Board of Directors Meeting: **Wednesday, November 11, 2020 @ 5:30pm**

3. *Motion Required: "I \_\_\_\_\_ (name) make a motion to adjourn the October 14<sup>th</sup> 2020 meeting of the Alexandria Transit Company Board of Directors."*