



Alexandria Transit Company Board of Directors Meeting



February 8, 2023 @ 5:30pm

**Meeting Held at DASH Facility Board Room, 3000 Business Center Dr., Alexandria, VA 22314
and Held Electronically - Livestream on ZOOM and Facebook Live**

ITEM	DESCRIPTION	PAGE #	PRESENTER
#1	Call to Order, Welcome, and Public Comment	N/A	Mr. Kaplan
#2	Consideration of Approval Meeting Minutes a) ATC Board of Directors Meeting – January 11, 2023	2-4	All
#3	Board Member Announcements, Reports & Business Items a) Chair's Report & Retreat Recap/Debrief b) T&ES Report c) Others	5	Mr. Kaplan Ms. Orr All
#4	General Manager's Reports a) GM Updates (Retreat Debrief, Collective Bargaining & Transit Equity Day Video)	6	Mr. Baker
#5	Financial Reports a) Financial Report b) Balance Sheet c) Summary Income Statement d) Budget vs. Actual e) Budget Forecast	7-10	Mr. Ryder
#6	Planning Reports a) Ridership Update b) Bus Stop Inventory Summary	12-17	Mr. Barna
#7	Next Meeting Date & Adjournment The next regular meeting of the Alexandria Transit Company Board of Directors is scheduled for Wednesday, March 8, 2023, at City Hall	18	All

ATC Board Agenda Detail

Item #: 2a
Item Title: Meeting Minutes
Contact: Beth Reveles, Secretary to the Board
Board Action: Consideration of Approval



Alexandria Transit Company (ATC) BOARD OF DIRECTORS MEETING MINUTES January 11, 2023

A meeting of the Board of Directors of the Alexandria Transit Company was held at 5:30 pm on Wednesday, January 11, 2023, at City Hall Council Workroom and was also available electronically. A recording of the meeting was made and is available upon request.

Board members present in person: David Kaplan, Hillary Orr, Murat Omay, Jesse O'Connell, Steve Klejst, Kendel Taylor, Ajashu Thomas

Board members participating electronically: Brandi Collins participated from her residence due to personal reasons

Board members absent: Linda Bailey, Matt Harris

Staff members present: Josh Baker, Martin Barna, Kaitlyn Beisel, Beth Reveles, Edward Ryder, Joseph Quansah, Swinda Carcamo, Raymond Mui, Stephanie Salzone

Other attendees: Jim Durham, Jim Murphy, Kara Fast, Stan Stemp, Arthur Sepeta, Maureen McMann, Barbara Mathews

Board Meeting Agenda Item #1

#1 – Call to Order, Welcome and Public Comment

Chair David Kaplan welcomed everyone and called the meeting to order.

Chair Kaplan opened the meeting to public comment.

Jim Murphy stated that he is a resident of 326 N. Pitt Street, and he and Kara Fast are co-coordinators of the Ad Hoc North Pitt Street Planning Group. He stated that his group has requested that the ATC Stockholders modify the decision that was made by the Board in June 2022 to realign Line 34 from N. Fairfax St. to N. Pitt St. with a crossover on Pendleton St. He stated his group would like to schedule a meeting with each of the Board members and will provide read ahead materials.

Stan Stemp, Arthur Sepeta, Maureen McMann, and Barbara Mathews all spoke in opposition to the realignment of Line 34 onto Pitt St.

Jim Durham shared what he thinks may be an opportunity for DASH. On February 1, the City's Department of Health and Human Services will be relocating to the Mark Center, which is part of an overall consolidation of health services. The Health Department may be moving to the Mark Center in March. Many residents that use those services also rely on public transportation. He suggested that if DASH has not already done so, to reach out to the DHHS to communicate the accessibility to these facilities using DASH service.

As there were no other speakers, the Chair closed public comment.

Agenda Item #2 – Consideration of Approval of Meeting Minutes

#2a – ATC Board of Directors Meeting – December 14, 2022

Chair Kaplan called for a motion to approve the December 14 minutes and asked if there were any corrections, revisions, or amendments. A motion was made by Steve Klejst and seconded by Jesse O'Connell to approve the minutes. There was no further discussion, and the motion carried. Ajashu Thomas abstained.

Agenda Item #3 – Board Member Announcements, Reports & Business Items

#3a – Chair's Report

Chair Kaplan stated that the City announced that the annual ATC Stockholders meeting would take place on February 14 at 6:30 pm in Council Chambers. He asked that the Board let him and the Board secretary know by Friday afternoon whether or not they plan to serve on the Board for another one-year term.

#3b – T&ES Report

Transportation Deputy Director Hillary Orr provided a review of her written report which was shared with the Board in advance of the meeting.

#3c – Others

Chair Kaplan asked if there were any other announcements from the Board. Hearing none, he moved to the General Manager's report.

Agenda Item #4 – General Manager's Reports

#4a – Leadership Solutions (Terrie Glass) Agenda for Board Retreat

General Manager Josh Baker recapped the plan for the February 1 Board retreat and presented the facilitator's agenda which was shared with the Board in advance of the meeting.

Agenda Item #5 – Financial Reports

#5a – Financial Report

Director of Finance and Administration Edward Ryder provided a review of his report which was shared with the Board in advance of the meeting.

#5b – Balance Sheet

Mr. Ryder provided a review of his report which was shared with the Board in advance of the meeting.

#5c – Summary Income Statement

Mr. Ryder provided a review of his report which was shared with the Board in advance of the meeting.

#5d – Budget vs. Actual

Mr. Ryder provided a review of his report which was shared with the Board in advance of the meeting.

Agenda Item #6 – Planning Reports

#6a – Ridership Update

Director of Planning & Marketing Martin Barna reviewed this portion of his report which was shared with the Board in advance of the meeting.

#6b – KPI Dashboard Updates

Mr. Barna reviewed the dashboards which were shared with the Board in advance of the meeting.

Director of Safety and Training Stephanie Salzone reviewed the Bus Operator Recruitment Funnel (FY23 to Date) portion of the HR & Recruitment KPI Dashboard. She created the funnel with the assistance of Mr. Barna and the Director of Human Resources Swinda Carcamo. The funnel was created as way to display the Operator attrition rate from the Candidate Interview stage to the final Graduates stage. The funnel is meant to display some of the categories involved in the recruitment process. It is also meant to facilitate an understanding of the challenges DASH is facing behind the workforce deficits and the reasons for the excessive overtime. She acknowledged the large discrepancy between the Offers Extended category to the Day 1 Trainees category. One of the main reasons for the large discrepancy is the lag time between the time of the offer and the commencement of training, which can be approximately one month. The Training team and HR are working at ways to engage the candidates during this lag time to help prevent the large loss.

Agenda Item #7– Next Meeting Date & Adjournment

A final motion to adjourn the meeting was made by Jesse O'Connell and seconded by Steve Klejst. A vote was called, and the motion was approved unanimously.

The next regular meeting of the Alexandria Transit Company Board of Directors is scheduled for February 8, 2023, at 5:30 pm at the DASH Facility Board Room and via Zoom/Facebook Live.

Minutes respectfully submitted by:
Beth Reveles
Secretary to the Board
Alexandria Transit Company

ATC Board Agenda Detail

Item #: 3b
Item Title: T&ES Report
Contact: Hillary Orr, Deputy Director, Transportation
Board Action: FYI



Metro Budget

On January 26th, the Board authorized Public Hearings on the Proposed FY2024 Operating and Capital Budget and FY2024-2029 Capital Improvement Program. The budget remained the same as the proposed budget with the addition of two potential options for reintroducing the 11Y service – during peak periods with 30-minute headways or 24-minute headways. The 11Y service would commence as soon as Yellow Line bridge reopens and the DC-3 shuttle service is terminated.

Public hearings will occur in early March 2023, with anticipated budget adoption in April 2023, and implementation by the start of FY 2024.

I-495 Transit and Transportation Demand Management (TDM) Study

The Virginia Department of Rail and Public Transportation (DRPT) has posted the Draft Summary Report for the I-495 Southside Capital Beltway Transit & TDM Study for public review and comment. This study includes draft recommendations for future transit service and TDM measures that may benefit this corridor. The study does not identify who would operate or fund recommended transit services. A copy of the Draft Summary Report can be found here:

https://www.drpt.virginia.gov/media/ivklm0q5/i-495-southside-transit-tdm-study_executive-summary_draft_dec2022-1.pdf

DRPT is accepting written comments on the study until 5:00 p.m. (EST) on Wednesday, February 22, 2023. Comments may be submitted via e-mail to drptpr@drpt.virginia.gov or in writing to Todd Horsley, Director of Northern Virginia Transit Programs, Virginia Department of Rail and Public Transportation, 1725 Duke Street, Suite 675, Alexandria, VA 22314.

This study complements the ongoing work of the VDOT I-495 Southside Express Lanes Study and is intended to identify a range of current and future multimodal solutions that can be implemented to reduce congestion, improve trip reliability and regional connections, and enhance existing and planned multimodal mobility and connectivity. In selecting the recommended potential improvements, the study examined the overall forecasted effect on reducing congestion, the benefits of proposed transit connections, and the projected cost of implementing the improvements. Public comments will be used to finalize the recommendations, which will inform potential future investments in transit in the I-495 Southside Capital Beltway corridor.

Duke Street in Motion

The next Advisory Group meeting will be held on February 16th at the DASH facility where the group will talk about curb features and priorities. Staff will also provide an oral update to City Council on February 14th.

ATC Board Agenda Detail

Item #: 4a

Item Title: GM Updates – Retreat Debrief, Collective Bargaining & Transit Equity Day

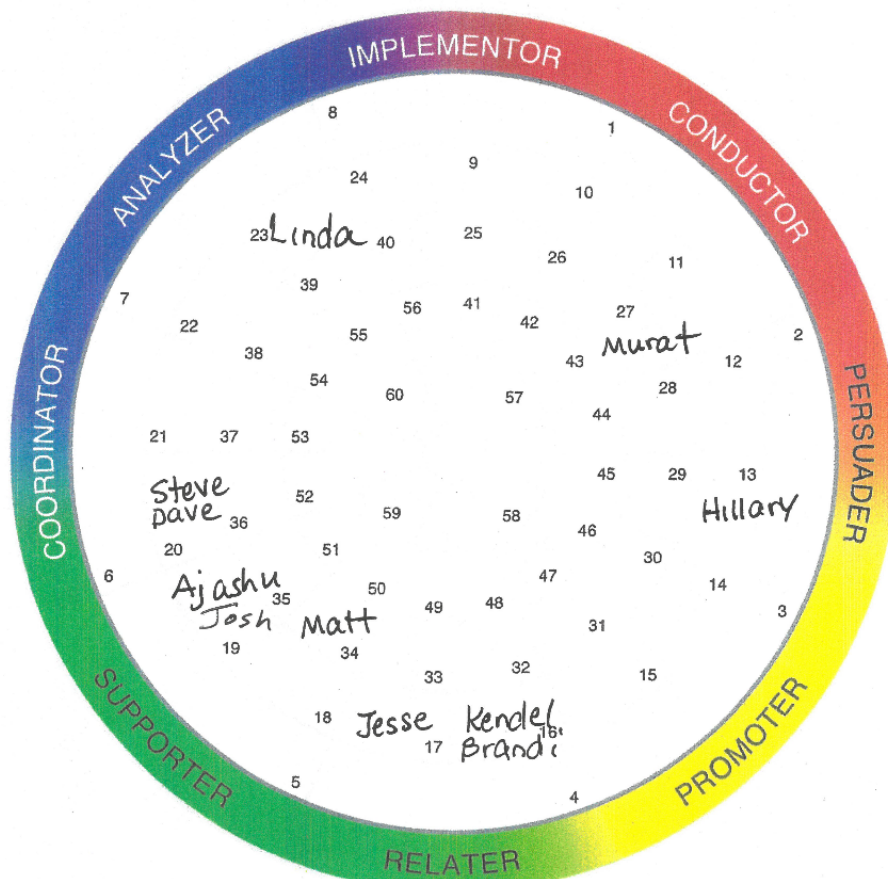
Contact: Josh Baker, General Manager

Board Action: FYI



The General Manager will provide verbal updates regarding outcomes from the Board Retreat, the forthcoming Collective Bargaining process, and DASH's participation in Transit Equity Day (February 4, 2023)

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Adapted

Board 2023

ATC Board Agenda Detail

Item #: 5a
Item Title: Financial Report
Contact: Edward Ryder, Director of Finance & Administration
Board Action: FYI/Discussion



Financial Results for the Month Ended December 31, 2022

December 2022 Results

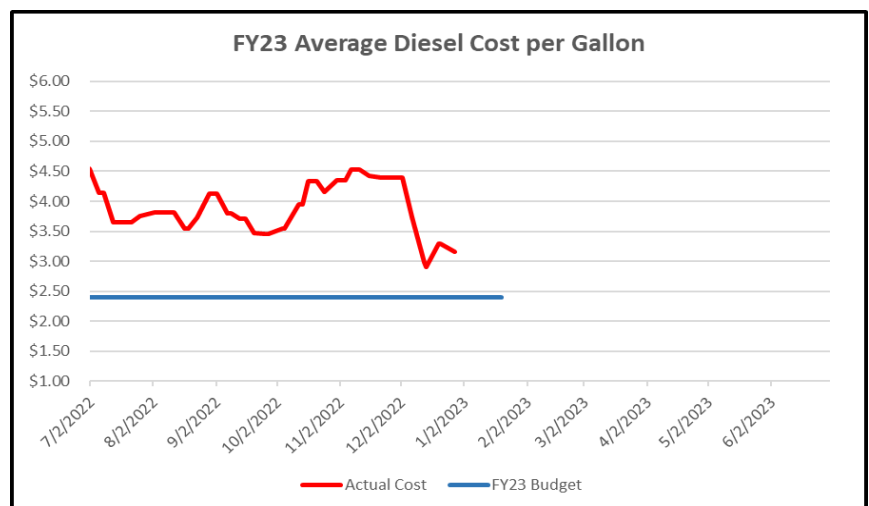
In November, ATC experienced a monthly deficit of (\$459,729) and monthly year-to-date deficit of (\$1,380,092), against a planned year-to-date deficit of (\$842,074) due to timing of planned TRIP reimbursements. ATC is now projecting a year-end deficit of (\$910,128).

Significant budget variances and notable accounts in December include:

- **Maintenance Repair Parts & Supplies** costs remain high, and we are projected to exceed budget by (\$366,361). ATC experienced a month-over-month increase in this category vs November of \$16K. Major contributing factors include:
 - Restocking requirements for several parts, including radiators, sensors, and filters.
 - Continued industry-wide cost increases due to material shortages, supply chain issues, and overall inflationary pressures.
 - Six buses were down for significant repairs in December vs November.
- We have initiated several efforts to control maintenance repairs costs including:
 - Initiating monthly reviews of maintenance spending to help identify trends.
 - Maintenance staff continue to competitively seek alternative vendors in order to obtain the best available pricing.
 - We are re-thinking our inventory policy to ensure we are more adequately stocked with parts in an effort to mitigate future price variances.
- Fundamentally the priority is to maintain fleet availability for operations, subsequently, it is necessary to pay higher prices due to low supply in order to ensure service levels are maintained.

- Through November **Fuel & Lubricants** continued to represent the largest pressure on ATC's FY23 budget, although on a positive note, fuel costs have trended down in December.

December averaged \$3.40 per gallon, down from \$4.43 per gallon in November, but remains higher than our budget of \$2.40 per gallon. We are currently projected to exceed our fuel budget by (\$920,773).



- **Operations Overtime** continues to trend more favorably than in prior periods. While still slightly up versus November, this was to be expected given the holiday season.

ATC Board Agenda Detail

Item #: 5b
Item Title: Balance Sheet
Contact: Edward Ryder, Director of Finance & Administration
Board Action: FYI/Discussion



ALEXANDRIA TRANSIT COMPANY
Balance Sheet as of December 31, 2022

ASSETS

Cash - City of Alexandria Pooled	\$ (657,519)
Cash - Payroll Account	(1,775,961)
Due from Other Governments	183,907
Receivables	353,552
Prepaid Expenditures	277,264
Parts and Supplies Inventory	973,992
Capital Assets	68,018,776
Less: Accumulated Depreciation	(30,988,759)
TOTAL ASSETS	<u>\$ 36,385,252</u>

LIABILITIES

Accounts Payable	\$ 377,143
Payroll Liabilities	23,236
Accrued Vacation	1,190,371
Deferred Revenue (CARES Act)	-
Total Liabilities	<u>\$ 1,590,750</u>

NET POSITION

Net Investment in Capital Assets	\$ 37,030,017
Unrestricted	(2,235,515)
Total Net Position	<u>\$ 34,794,502</u>

TOTAL LIABILITIES AND NET POSITION	<u>\$ 36,385,252</u>
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This statement is unaudited and prepared for the sole use of management and the Board of Directors of ATC.

ATC Board Agenda Detail

Item #: 5c
Item Title: Summary Income Statement
Contact: Edward Ryder, Director of Finance & Administration
Board Action: FYI/Discussion



ALEXANDRIA TRANSIT COMPANY
Summary Income Statement for the Month Ended December 31, 2022

	Actual	Budget	Variance	FY2023 Projected	FY2023 Annual Budget	Variance
REVENUES:						
Passenger Revenue	78,171	-	78,171	78,171	-	78,171
Charter Revenue	8,945	-	8,945	8,945	-	8,945
Advertising Revenue	24,763	168,200	(143,437)	44,763	336,400	(291,637)
Miscellaneous Revenue	53,366	30,000	23,366	79,905	60,000	19,905
Total Operating Revenue	165,245	198,200	(32,955)	211,784	396,400	(184,616)
Virginia TRIP Program	-	-	-	2,829,644	2,829,644	
City Contribution - King Street Trolley	542,502	542,500	2	1,085,004	1,085,000	4
City Contribution - Regular Subsidy	12,039,732	12,039,730	3	24,079,464	24,079,459	5
Total Revenue	12,747,479	12,780,430	5	28,205,896	28,390,503	9
EXPENDITURES:						
Operations	7,577,868	7,803,952	226,084	15,945,258	16,159,400	214,142
Maintenance	3,868,370	3,057,057	(811,313)	7,309,095	6,242,392	(1,066,703)
Administration	2,681,333	2,761,495	80,162	5,671,672	5,791,790	120,118
Capital Outlay	-	-	-	190,000	190,000	-
Total Expenditures	14,127,570	13,622,503	(505,067)	29,116,025	28,383,582	(732,443)
Net Surplus (Deficit)	(1,380,092)	(842,074)	(505,062)	(910,128)	6,921	(732,434)

This statement is unaudited and prepared for the sole use of management and the Board of Directors of ATC.

ATC Board Agenda Detail

Item #: 5d

Item Title: Budget vs. Actual

Contact: Edward Ryder, Director of Finance & Administration

Board Action: FYI/Discussion



Summary Income Statement for the Month Ended December 31, 2022

With Application of I-395 Reimbursements

Description	Nov Actuals	Nov Forecast	Variance	YTD Actuals	YTD Forecast	Variance	FY 23 Projected	FY 23 Budget	Variance
REVENUE									
Passenger Revenue	-	-	-	78,171	-	78,171	78,171	-	78,171
Other Charter Revenue	-	-	-	8,945	-	8,945	8,945	-	8,945
Advertising Revenue	20,358	-	20,358	24,763	168,200	(143,437)	44,763	336,400	(291,637)
Miscellaneous Revenue	9,929	5,000	4,929	53,366	30,000	23,366	79,905	60,000	19,905
TOTAL OPERATING REVENUE	30,287	5,000	25,287	165,245	198,200	(32,955)	211,784	396,400	(184,616)
Virginia TRIP Program	-	-	-	-	-	-	2,829,644	2,829,644	-
City Contribution - Regular Subsidy	2,006,622	2,006,622	0	12,039,732	12,039,730	3	24,079,464	24,079,459	5
City Contribution - King Street Trolley	90,417	90,417	0	542,502	542,500	2	1,085,004	1,085,000	4
TOTAL REVENUE	2,127,326	2,102,038	25,288	12,747,479	12,780,430	(32,951)	28,205,896	28,390,503	(184,607)
OPERATING EXPENDITURES									
OPERATIONS									
Wages - O	802,024	789,363	(12,661)	4,266,031	5,237,359	971,328	9,578,917	10,924,400	1,345,483
Overtime - O	205,440	82,837	(122,603)	1,327,366	538,441	(788,925)	2,487,116	1,118,300	(1,368,816)
Fringe Benefits - O	326,699	237,137	(89,562)	1,040,496	1,076,641	36,145	1,961,964	2,145,100	183,136
Payroll Taxes - O	75,532	67,044	(8,488)	423,672	435,789	12,117	820,122	905,100	84,978
Retirement Contributions - O	79,133	70,111	(9,022)	454,781	455,722	941	979,630	946,500	(33,130)
Total Operations Personnel	1,488,829	1,246,493	(242,336)	7,512,346	7,743,952	231,606	15,827,749	16,039,400	211,651
Operating Materials and Supplies	1,704	3,333	1,629	15,889	20,000	4,111	36,424	40,000	3,576
Operator Training	4,556	2,790	(1,766)	23,626	16,739	(6,887)	35,917	33,478	(2,439)
Training and Travel - O	5,032	3,877	(1,155)	26,007	23,261	(2,746)	45,167	46,522	1,355
TOTAL OPERATIONS EXPENDITURES	1,500,120	1,256,493	(243,628)	7,577,868	7,803,952	226,084	15,945,258	16,159,400	214,142
MAINTENANCE									
Wages - M	165,565	180,311	14,746	1,057,666	1,172,022	114,356	2,258,778	2,434,200	175,422
Overtime - M	5,660	9,126	3,466	50,191	59,319	9,128	111,791	123,200	11,409
Fringe Benefits - M	27,805	28,711	906	161,919	186,622	24,703	354,619	387,600	32,981
Payroll Taxes - M	12,884	14,311	1,427	83,452	93,022	9,570	180,052	193,200	13,148
Retirement Contributions - M	13,370	14,970	1,600	81,855	97,307	15,453	182,872	202,100	19,228
Total Maintenance Personnel	225,284	247,430	22,146	1,435,082	1,608,293	173,210	3,088,111	3,340,300	252,189
Fuel & Lubricants	176,195	123,474	(52,721)	1,300,628	740,846	(559,782)	2,402,465	1,481,692	(920,773)
Repair Parts & Supplies	145,804	66,283	(79,521)	738,011	397,700	(340,311)	1,161,761	795,400	(366,361)
Maintenance Services	17,272	22,917	5,645	143,779	137,500	(6,279)	272,323	275,000	2,677
Building Maintenance	50,138	26,359	(23,779)	249,314	162,719	(86,595)	368,776	330,000	(38,776)
Training and Travel - M	361	1,667	1,305	1,556	10,000	8,444	15,659	20,000	4,341
TOTAL MAINTENANCE EXPENDITURES	615,054	488,130	(126,924)	3,868,370	3,057,057	(811,313)	7,309,095	6,242,392	(1,066,703)
ADMINISTRATION									
Wages - A	180,299	172,136	(8,162)	1,032,820	1,100,042	67,222	2,249,195	2,397,900	148,705
Fringe Benefits - A	22,756	23,201	444	132,048	147,742	15,694	322,895	333,290	10,395
Payroll Taxes - A	12,306	13,168	863	75,572	84,153	8,581	177,722	183,600	5,878
Retirement Contributions - A	14,197	13,732	(465)	76,764	88,507	11,743	174,074	192,100	18,026
Total Administrative Personnel	229,557	222,237	(7,320)	1,317,204	1,420,445	103,241	2,923,886	3,106,890	183,004
Insurance	76,986	78,483	1,498	460,414	470,900	10,486	931,314	941,800	10,486
Professional Services	83,741	85,717	1,976	510,537	514,300	3,763	1,067,588	1,028,600	(38,988)
Utilities	55,174	27,083	(28,090)	190,515	162,500	(28,015)	353,015	325,000	(28,015)
Telecommunications	11,329	9,667	(1,662)	56,397	58,000	1,603	114,397	116,000	1,603
Printing & Advertising	3,904	5,883	1,979	46,892	35,300	(11,592)	82,192	70,600	(11,592)
Training, Travel, Events	1,148	4,167	3,018	21,898	25,000	3,102	44,496	50,000	5,504
Office Equipment and Supplies	7,670	8,758	1,088	41,248	52,550	11,302	93,798	105,100	11,302
Employee Recognition	1,106	4,500	3,394	13,741	13,100	(641)	14,098	14,000	(98)
Dues and Subscriptions	1,265	1,567	301	6,812	9,400	2,588	16,212	18,800	2,588
Grant Local Match	-	-	-	15,674	-	(15,674)	30,674	15,000	(15,674)
TOTAL ADMIN EXPENDITURES	471,881	448,062	(23,818)	2,681,333	2,761,495	80,162	5,671,672	5,791,790	120,118
CAPITAL OUTLAYS (non-CIP)									
Computer and Office Equipment	-	-	-	-	-	-	48,232	60,000	11,768
Maintenance Equipment	-	-	-	-	-	-	-	-	-
Other Equipment Investments	-	-	-	-	-	-	141,768	130,000	(11,768)
TOTAL CAPITAL OUTLAYS (non-CIP)	-	-	-	-	-	-	190,000	190,000	-
TOTAL OPERATING EXPENDITURES	2,587,055	2,192,685	(394,370)	14,127,570	13,622,503	(505,067)	29,116,025	28,383,582	(732,443)
NET SURPLUS (DEFICIT)	(459,729)	(90,647)	(369,083)	(1,380,092)	(842,074)	(538,018)	(910,128)	6,921	(917,050)

ATC Board Agenda Detail

Item #: 5e
Item Title: Budget Forecast
Contact: Edward Ryder, Director of Finance & Administration
Board Action: FYI/Discussion



ALEXANDRIA TRANSIT COMPANY
Summary Income Statement for the Month Ended December 31, 2022
With Application of I-395 Reimbursements

Description	Jul	Aug	Sep*	Oct	Nov	Dec	Jan	Feb	Mar*	Apr	May	Jun*	FY 23 Projected	FY 23 Budget	Variance
REVENUE															
Passenger Revenue	8,591	69,005	-	-	576	-	-	-	-	-	-	-	78,171	-	78,171
Other Charter Revenue	7,317	503	1,125	-	-	-	-	-	-	-	-	-	8,945	-	8,945
Advertising Revenue	-	4,405	-	-	-	20,358	-	10,000	-	-	-	10,000	44,763	336,400	(291,637)
Miscellaneous Revenue	1,412	12,958	15,677	12,390	1,000	9,929	4,423	4,423	4,423	4,423	4,423	4,423	79,905	60,000	19,905
TOTAL OPERATING REVENUE	17,320	86,870	16,802	12,390	1,576	30,287	4,423	14,423	4,423	4,423	4,423	4,423	211,784	396,400	(184,616)
OPERATING EXPENDITURES															
OPERATIONS															
Wages - O	298,091	600,801	970,614	813,943	780,558	802,024	727,912	727,912	1,200,618	727,912	727,912	1,200,618	9,578,917	10,924,400	1,345,483
Overtime - O	152,543	199,601	341,811	237,297	190,674	205,440	164,125	164,125	251,625	164,125	164,125	251,625	2,487,116	1,118,300	(1,368,816)
Fringe Benefits - O	160,090	131,433	97,828	167,834	156,610	326,699	146,133	146,133	168,467	146,133	146,133	168,467	1,961,964	2,145,100	183,136
Payroll Taxes - O	34,638	61,944	99,813	78,905	72,839	75,532	54,150	54,150	89,925	54,150	54,150	89,925	820,122	905,100	84,978
Retirement Contributions - O	35,255	90,434	96,281	79,463	74,216	79,133	72,536	72,536	117,536	72,536	72,536	117,536	979,630	946,500	(33,130)
Total Operations Personnel	680,617	1,084,212	1,606,347	1,377,443	1,274,898	1,488,829	1,164,857	1,164,857	1,827,988	1,164,857	1,164,857	1,827,988	15,827,749	16,039,400	211,651
Operating Materials and Supplies	966	3,516	15,911	(7,772)	1,565	1,704	3,423	3,423	3,423	3,423	3,423	3,423	36,424	40,000	3,576
Operator Training	7,445	109	4,630	4,906	1,981	4,556	2,049	2,049	2,049	2,049	2,049	2,049	35,917	33,478	(2,439)
Training and Travel - O	10,609	3,164	6,011	1,192	-	5,032	3,193	3,193	3,193	3,193	3,193	3,193	45,167	46,522	1,355
TOTAL OPERATIONS EXPENDITURES	699,636	1,091,001	1,632,898	1,375,768	1,278,444	1,500,120	1,173,521	1,173,521	1,836,653	1,173,521	1,173,521	1,836,653	15,945,258	16,159,400	214,142
MAINTENANCE															
Wages - M	106,471	167,894	252,983	196,998	167,756	165,565	174,743	174,743	251,069	174,743	174,743	251,069	2,258,778	2,434,200	175,422
Overtime - M	6,722	14,232	11,170	4,520	7,887	5,660	8,800	8,800	13,200	8,800	8,800	13,200	111,791	123,200	11,409
Fringe Benefits - M	27,645	24,118	25,623	27,501	29,226	27,805	32,117	32,117	32,117	32,117	32,117	32,117	354,619	387,600	32,981
Payroll Taxes - M	8,537	13,715	19,873	15,189	13,254	13,800	13,800	13,800	20,700	13,800	13,800	20,700	180,052	200,000	13,148
Retirement Contributions - M	8,619	13,381	19,507	13,762	13,215	13,370	14,683	14,683	21,142	14,683	14,683	21,142	182,872	202,100	19,228
Total Maintenance Personnel	157,994	233,341	329,156	257,790	231,338	225,284	244,143	244,143	338,228	244,143	244,143	338,228	3,088,111	3,340,300	252,189
Fuel & Lubricants	216,385	264,829	204,558	217,212	221,449	176,195	183,640	183,640	183,640	183,640	183,640	183,640	2,402,465	1,481,692	(920,773)
Repair Parts & Supplies	113,476	95,435	132,180	134,375	116,742	145,804	70,625	70,625	70,625	70,625	70,625	70,625	1,161,761	795,400	(366,361)
Maintenance Services	22,520	15,117	40,134	25,838	22,898	17,272	21,424	21,424	21,424	21,424	21,424	21,424	272,323	275,000	2,677
Building Maintenance	32,826	18,758	70,439	48,693	28,459	50,138	19,910	19,910	19,910	19,910	19,910	19,910	368,776	330,000	(38,776)
Training and Travel - M	-	942	253	-	-	361	2,351	2,351	2,351	2,351	2,351	2,351	15,659	20,000	4,341
TOTAL MAINTENANCE EXPENDITURES	543,202	628,422	776,718	684,088	620,885	615,054	542,093	542,093	636,177	542,093	542,093	636,177	7,309,095	6,242,392	(1,066,703)
ADMINISTRATION															
Wages - A	99,347	174,420	244,538	165,976	168,241	180,299	174,751	174,751	252,743	176,150	176,150	261,830	2,249,195	2,397,900	148,705
Fringe Benefits - A	22,741	21,826	20,158	22,334	22,233	22,756	27,774	27,774	27,774	27,774	27,774	51,976	322,895	333,290	10,395
Payroll Taxes - A	7,459	12,301	18,626	12,464	12,416	12,306	15,300	15,300	15,300	15,300	15,300	25,650	177,722	183,600	5,878
Retirement Contributions - A	7,484	11,796	17,846	12,305	13,137	14,197	13,980	13,980	20,219	14,092	14,092	20,946	174,074	192,100	18,026
Total Administrative Personnel	137,030	220,343	301,168	213,078	216,028	229,557	231,805	231,805	316,036	233,316	233,316	360,403	2,923,886	3,106,890	183,004
Insurance	71,401	76,986	80,834	76,986	77,223	76,986	78,483	78,483	78,483	78,483	78,483	78,483	931,314	941,800	10,486
Professional Services	60,935	111,263	92,563	90,164	71,870	83,741	85,717	85,717	85,717	85,717	85,717	128,468	1,067,588	1,028,600	(38,988)
Utilities	26,505	31,721	25,052	23,761	28,304	55,174	27,083	27,083	27,083	27,083	27,083	27,083	353,015	325,000	(28,015)
Telecommunications	9,487	9,122	9,345	9,574	9,574	11,329	9,667	9,667	9,667	9,667	9,667	9,667	114,397	116,000	1,603
Printing & Advertising	10,236	35,246	(27,538)	1,435	23,610	3,904	5,883	5,883	5,883	5,883	5,883	5,883	82,192	70,600	(11,592)
Training, Travel, Events	7,415	7,479	3,690	1,282	883	1,148	3,766	3,766	3,766	3,766	3,766	3,766	44,496	50,000	5,504
Office Equipment and Supplies	2,977	11,538	7,462	7,881	3,720	7,670	8,758	8,758	8,758	8,758	8,758	8,758	93,798	105,100	11,302
Employee Recognition	887	-	22	8,174	3,552	60	60	60	60	60	60	60	14,098	14,000	(98)
Dues and Subscriptions	1,549	1,364	744	1,204	684	1,265	1,567	1,567	1,567	1,567	1,567	1,567	16,212	18,800	2,588
Grant Local Match	-	-	-	-	15,674	-	-	-	-	-	-	-	30,674	15,000	(15,674)
TOTAL ADMIN EXPENDITURES	328,422	505,062	493,342	433,539	449,088	471,881	452,790	452,790	537,021	454,301	454,301	639,138	5,671,672	5,791,790	120,118
CAPITAL OUTLAYS (non-CIP)															
Computer and Office Equipment	-	-	-	-	-	-	-	-	-	-	-	-	48,232	48,232	60,000
Maintenance Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Equipment Investments	-	-	-	-	-	-	-	-	-	-	-	-	141,768	130,000	(11,768)
TOTAL CAPITAL OUTLAYS (non-CIP)	-	-	-	-	-	-	-	-	-	-	-	-	190,000	190,000	-
TOTAL OPERATING EXPENDITURES	1,571,260	2,224,485	2,902,958	2,493,395	2,348,417	2,587,055	2,168,404	2,168,404	3,009,851	2,169,914	2,169,914	3,301,968	29,116,025	28,383,582	(732,443)
NET SURPLUS (DEFICIT)	543,098	(40,576)	(789,117)	(383,966)	(249,802)	(459,729)	(66,941)	(56,941)	223,469	(68,452)	(58,452)	497,281	(910,128)	6,921	(917,050)

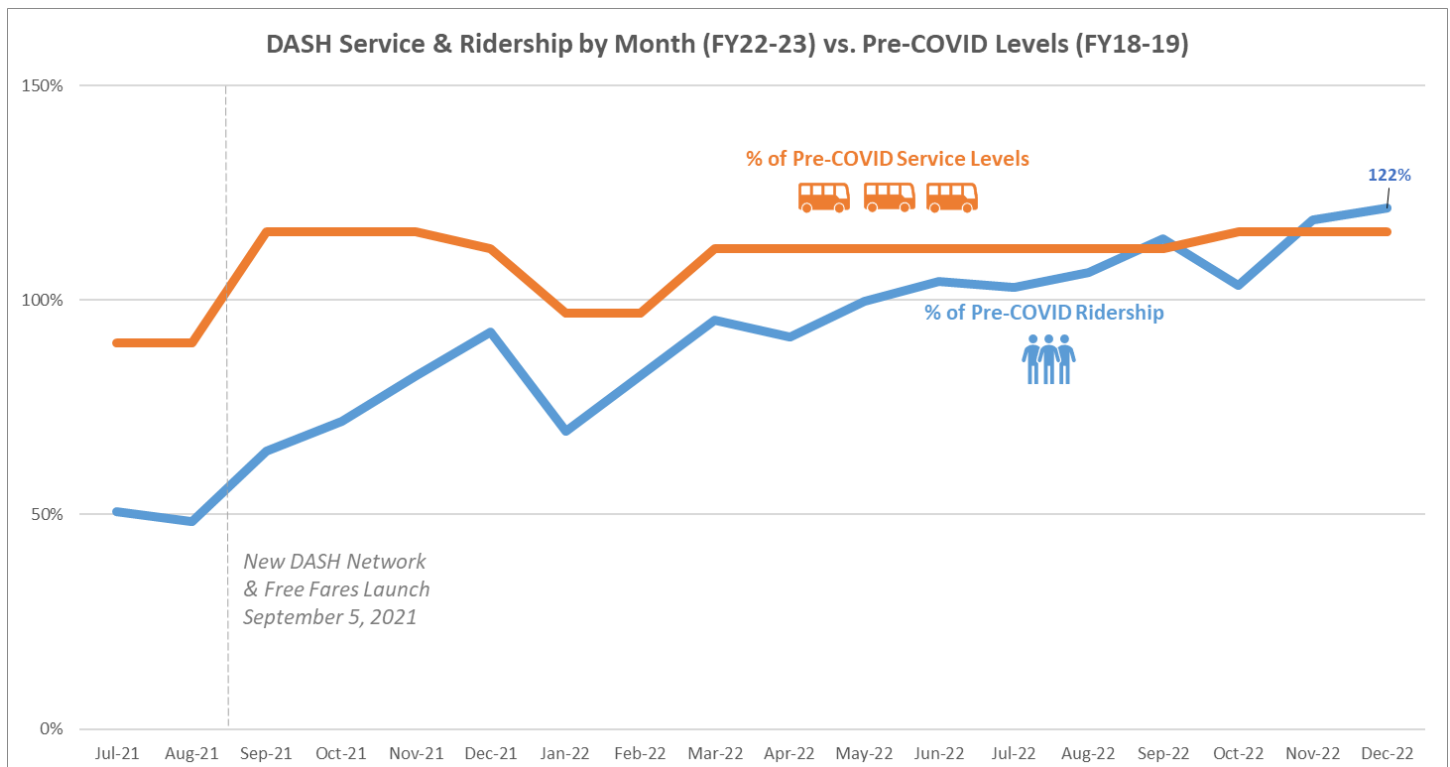
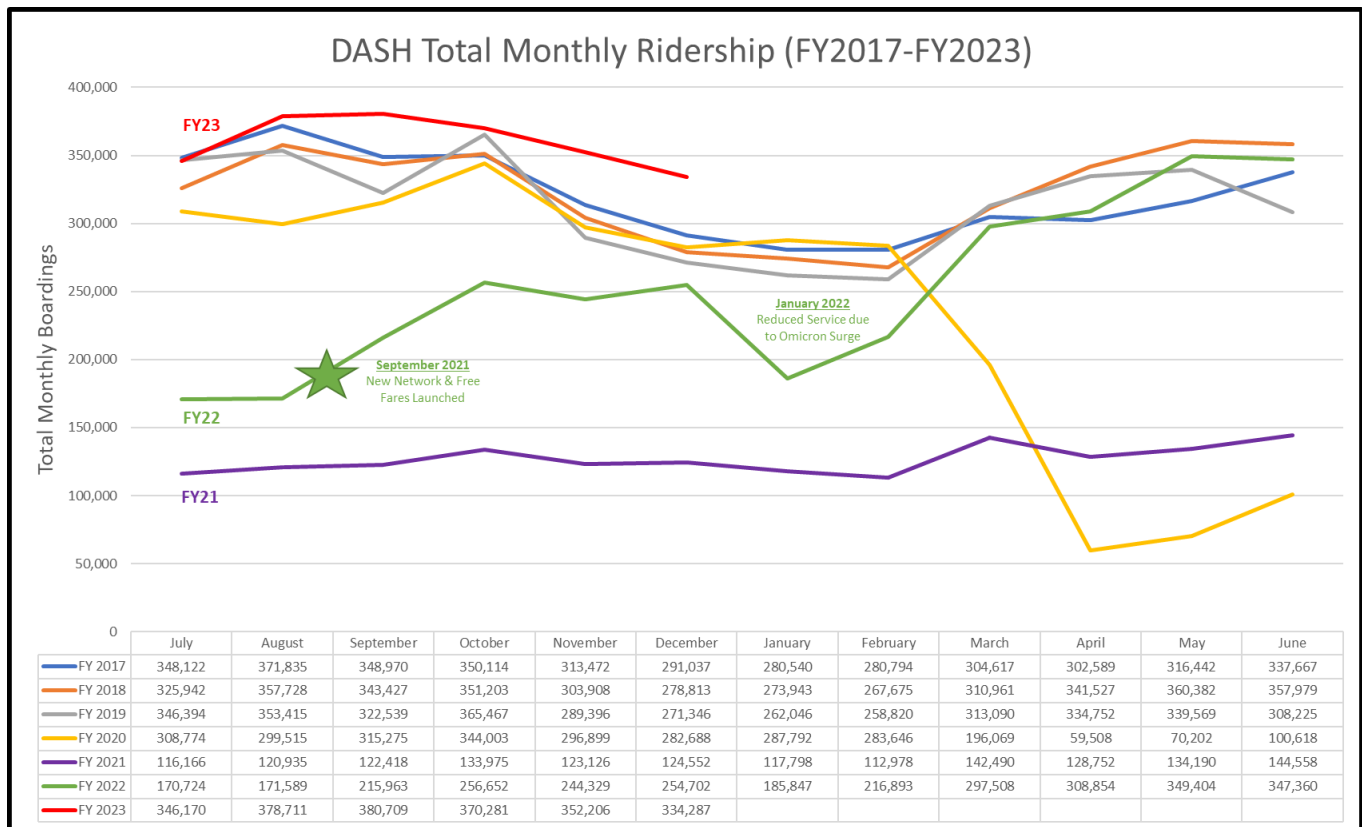
ATC Board Agenda Detail

Item #: 6a

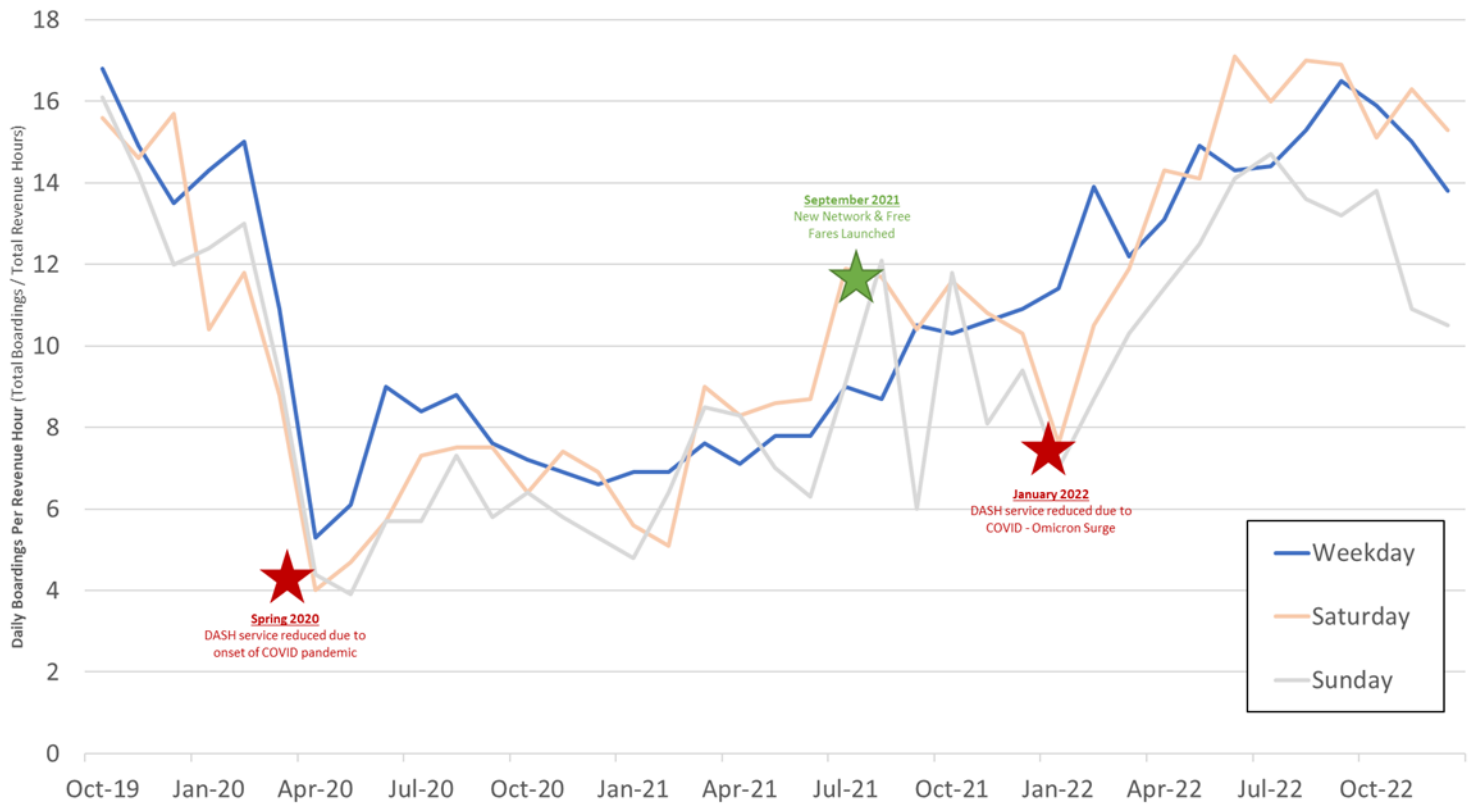
Item Title: Ridership Update

Contact: Martin Barna, Director of Planning & Marketing

Board Action: FYI



DASH Boardings Per Revenue Hour (BPRH) by Day Type (2019 - 2022)



ATC Board Agenda Detail

Item #: 6b
Item Title: Bus Stop Inventory Summary
Contact: Martin Barna, Director of Planning & Marketing
Board Action: FYI



Bus Stop Inventory Project Summary

Over the last six months, city staff have conducted field surveys to create a comprehensive inventory of every bus stop within the City of Alexandria, including both DASH and WMATA. The main purpose of this project was to identify, assess and document the characteristics of each stop to help inform future projects and decisions, particularly those related to stop amenities and accessibility improvements. To this end, a summary of the key findings is included below.

General Bus Stop Statistics:

- The City of Alexandria has 714 active bus stops.
- DASH serves 548 bus stops in the City of Alexandria, including 159 shared stops.
- Metrobus serves 325 bus stops in the City of Alexandria, including 159 shared stops.

Bus Stop Amenities:

- 158 of the 714 bus stops in the City have **bus shelters** (22%).
- 386 of the 714 bus stops in the City have **benches** (54%).
- 475 of the 714 bus stops in the City are near a **streetlight** (67%)
- 313 stops (44%) have **trash cans**, while 65 stops (9%) have **recycling cans**.
- 71 stops (10%) have a digital sign that displays **real-time bus arrival information**.
- 44 stops (6%) have a **bicycle rack** near the stop.

Bus Stop Accessibility:

- 419 stops (57%) are accessible and considered to be "ADA Compliant"
- 295 stops (43%) were identified as potentially non-compliant with ADA accessibility requirements, mostly due to a lack of an ADA-compliant boarding area.
- Of the 295 stops that may not be ADA accessible, city staff assessed that 46 stops (16%) could be fixed relatively easily, 179 (60%) could be fixed with moderate difficulty or cost, and the remaining 70 (24%) would be very difficult or costly to fix due to various site characteristics.
- 131 stops (18%) are in a location where parked cars are permitted to block the bus stop area; approximately 30 of these "parking space" stops are located on King Street, Fairfax Street or Madison/Montgomery Streets in Old Town, which is served by buses every 5-15 minutes all day, seven days per week
- 47 stops (7%) have a bus bulb out or curb extension for easier boarding.
- 677 stops (95%) have an ADA accessible path to the nearest crosswalk.

Next Steps:

City and DASH staff will be working to identify and prioritize bus stops improvements based on the needs outlined above. The city is currently planning for the King Street Bus Access Improvement Project, which will identify and implement bus stop improvements along King Street in Old Town. A separate city project to install 20-40 new bus shelters at high-ridership stops is currently underway. Finally, staff will be reviewing ridership data for the 46 stops noted above that are currently not ADA accessible but could be easily improved to determine if smaller, near-term stop improvements should be made in those locations.

City of Alexandria Bus Stop Inventory Figures:

Figure 1 – City of Alexandria Bus Stops by Provider

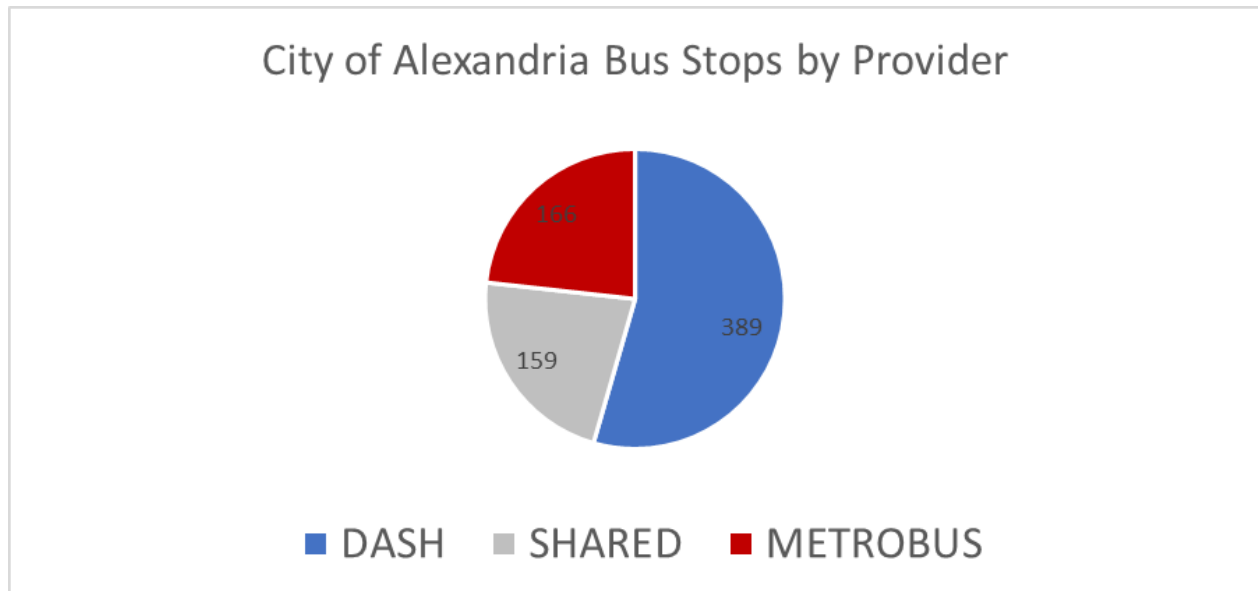


Figure 2 – Total Bus Stops by Digital Signage

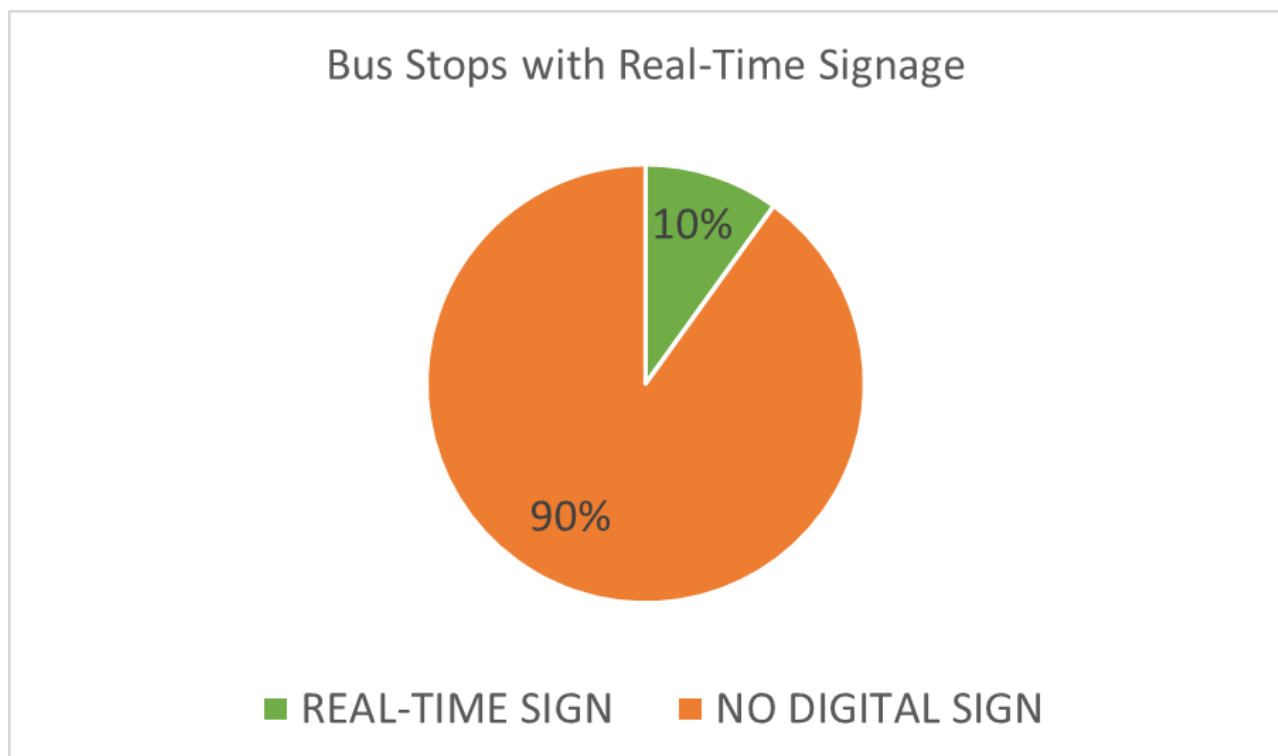


Figure 3 – Bus Stops with Shelters

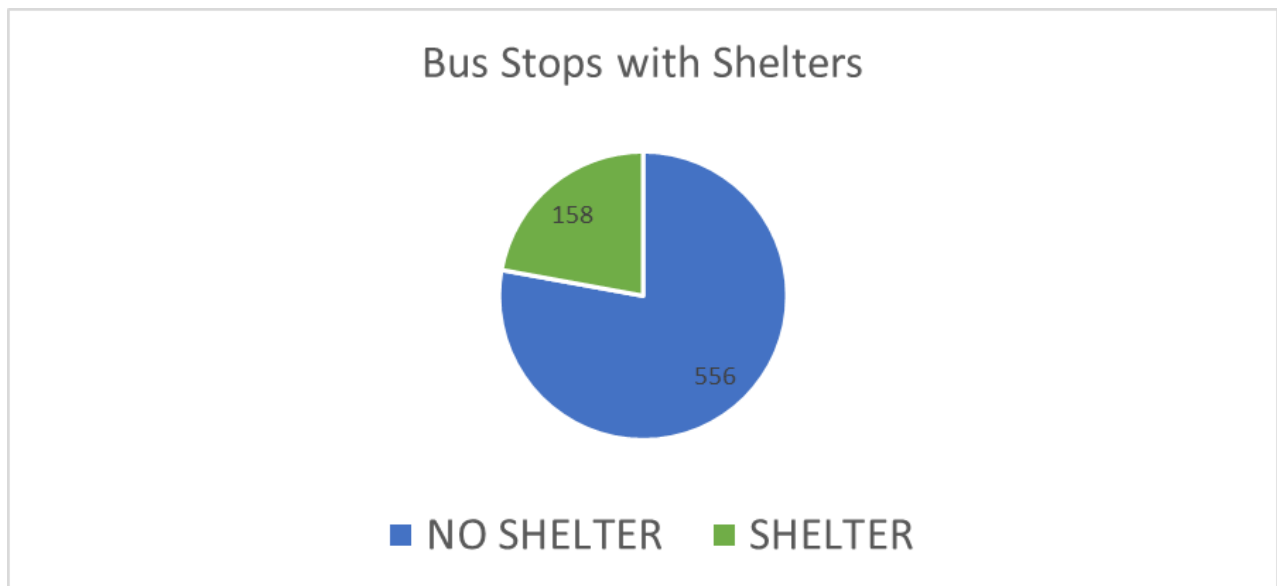


Figure 4 – Bus Stops with Benches

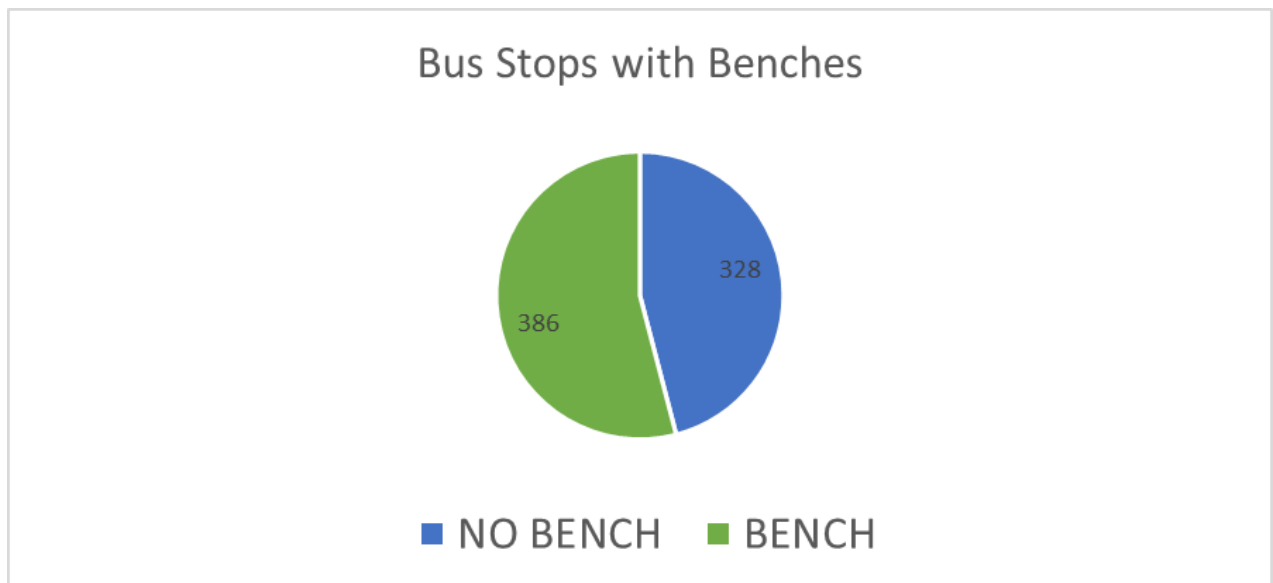


Figure 5 – Bus Stops by ADA Accessibility

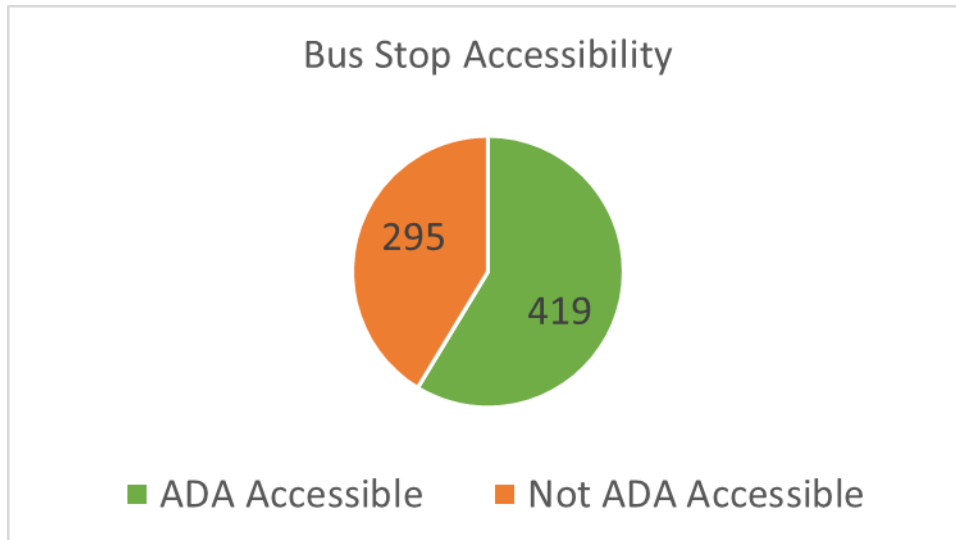
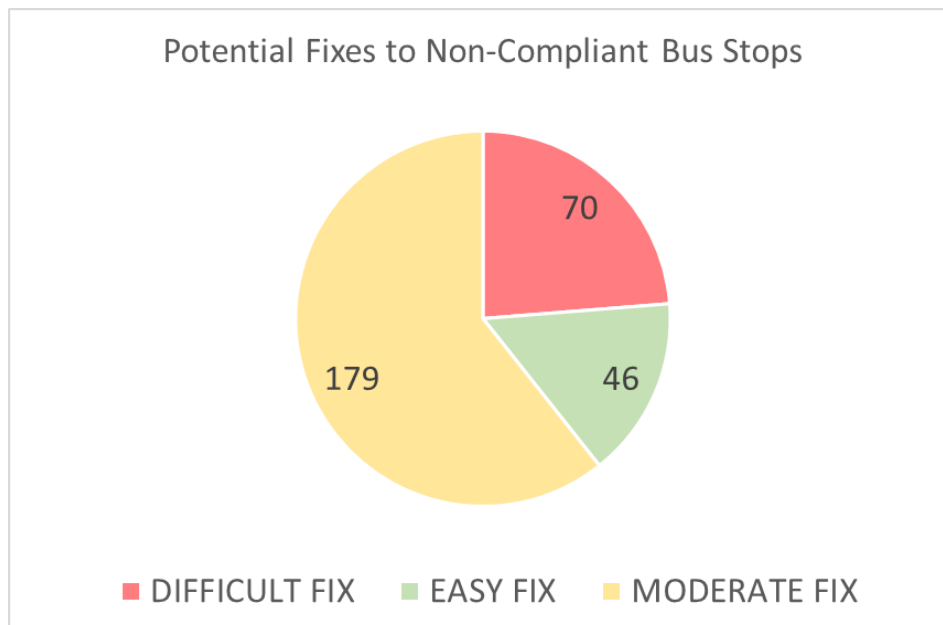


Figure 6 – Non-Compliant Bus Stops by Cost/Effort to Fix



ATC Board Agenda Detail

Item #: 7
Item Title: Next Meeting Date & Adjournment
Board Action: Discussion/Consideration of Approval



**The next regular meeting of the Alexandria Transit Company Board of Directors
is scheduled for Wednesday, March 8, 2023, at 5:30pm**

Consider Adjournment