



# Alexandria Transit Company Board of Directors Meeting



**February 10, 2021 @ 5:30pm**  
**Meeting Held Electronically during COVID-19 State of Emergency**  
**Livestream on ZOOM and Facebook Live**

ITEM	DESCRIPTION	PAGE #	PRESENTER
#1	<b>Call to Order, Welcome and Public Comment</b>	N/A	Mr. Kaplan
#2	<b>Consideration of Approval Meeting Minutes</b> a) ATC Board of Directors Meeting – January 13, 2021	2-5	All
#3	<b>Board Member Announcements, Reports &amp; Business Items</b> a) Chairman of the Board b) T&ES Report c) Others	6	Mr. Kaplan Ms. Orr All
#4	<b>General Manager's Reports</b> a) COVID-19 Operational Status Briefing b) TSP, Ad Policy, Driver Barriers Update & Projected Fares	7-9	Mr. Baker
#5	<b>Financial Reports &amp; Action Items (as needed)</b> a) Financial Report b) Balance Sheet c) Summary Income Statement d) Budget vs. Actual	10-13	Mr. Davis
#6	<b>Planning Reports</b> a) Quarterly Ridership Review b) FY22 New DASH Network (ATV) Update	14-17	Mr. Barna
#7	<b>Next Meeting Date &amp; Adjournment</b> The next regular meeting of the Alexandria Transit Company Board of Directors is scheduled for Wednesday, March 10, 2021	18	All

## **ATC Board Agenda Detail**

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



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### **Alexandria Transit Company (ATC)** **BOARD OF DIRECTORS MEETING MINUTES** January 13, 2021

A meeting of the Board of Directors of the Alexandria Transit Company was held on Wednesday, January 13, 2021 on Zoom due to the Covid-19 pandemic. The meeting was held pursuant to Virginia Code Section 2.2-3708.2(A)(3), the Continuity of Government ordinance adopted by the City Council on June 20, 2020 or Sections 4-0.00(g) in HB29 and HB30 to undertake essential business. All the members of the Board and staff participated from remote locations through the Zoom meeting. A recording of the meeting was made and is available upon request.

Board members present: David Kaplan, Ajashu Thomas, Matt Harris, Ian Greaves, Jim Kapsis, Steve Klejst, Jeffrey Bennett, Lawrence Chambers, Hillary Orr, Brandi Collins, and Linda Bailey.

Staff members attending: Josh Baker, Raymond Mui, Martin Barna, Evan Davis, Joseph Quansah, Whitney Code, Kaitlyn Beisel, Beth Reveles, Stephanie Salzone, John Lanocho, Kevin Hernandez, and Swinda Carcamo.

Other attendees: Bob Gronenberg, Alicia Wright, Brian Robey, Oscar Gonzalez, Elizabeth Kelley, Babette Smith, and Samuel Nixon, Jr.

## **Board Meeting** **Agenda Item #1**

### **#1 – Call to Order, Welcome and Public Comment**

Vice Chairman Steve Klejst introduced himself and called the meeting to order. He stated that Chairman David Kaplan would be joining the meeting in progress. The meeting began with the Chairman's recording of the City of Alexandria's public notice for virtual board meetings.

Mr. Klejst opened the meeting for public comment and asked if anyone had requested to speak. Whitney Code, Marketing and Communications Manager, responded that no one had requested to make public comment.

Chairman Kaplan joined the meeting and thanked Mr. Klejst for commencing without him.

### **Agenda Item #2 – Consideration of Approval of Meeting Minutes**

#### **#2a – ATC Board of Directors Meeting – December 9, 2020**

The Chairman called for a motion to approve the December minutes and asked if there were any corrections. A motion was made by Matt Harris and seconded by Linda Bailey to approve the minutes. There was no further discussion, and the motion carried unanimously.

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

#### **#3a – Chairman's Report**

The Chairman announced Brandi Collins as the new Board member replacing Lisa Henty, who was one of the three City Manager appointees. He welcomed Ms. Collins and asked her to introduce herself.

The Chairman announced the upcoming stockholders meeting scheduled for February 9. He reminded the Board that the Mayor and the City Council members are ATC stockholders and there is a meeting every year to appoint

Board members and conduct other necessary business of the corporation. According to the ATC by-laws, the stockholders meeting takes place every February. The meeting will take place via Zoom just prior to the beginning of the City Council meeting. The two items that Council will need to adopt are the reappointment of the current Board members for one-year terms and appointing the external auditor for the corporation. He stated that if anyone wished to retire from the Board to please let him know by January 25.

The Chairman stated that following the stockholders meeting the Board will need to be reorganized, and the by-laws require that a nominating committee be appointed to select officers of the Board and corporation. Either the February or March Board meeting will include an agenda item to solicit members of the Board to serve on the nominating committee.

The Chairman mentioned that he will introduce an "ice-breaker" exercise during the February Board meeting where members will introduce themselves and respond to some questions to allow the members to share more of themselves with the Board. The intent is to replace some of the banter lost from not meeting in-person.

### **#3b – T&ES Report**

Hillary Orr provided a review of her report, which was shared with the Board in advance of the meeting.

### **#3c – Others**

Steve Klejst stated that the Mobility Task Force, where he serves as chairman, has been extended an additional year. The Task Force develops policies and guidance regarding the use of mobility devices. The decision was made recently by City Council as the Task Force was operating under a very reduced mode due to the COVID-19 pandemic.

## **Agenda Item #4 – General Manager's Report**

### **#4a – COVID-19 Operational Status Briefing**

The GM reviewed his report, which was shared with the Board in advance of the meeting. He also provided an update on the COVID-19 vaccine stating that the City of Alexandria had begun phase 1b vaccinations which includes transit employees.

The GM introduced Stephanie Salzone, Safety and Security Manager. Ms. Salzone explained that typically the DASH employee COVID-19 positivity rate was around 37% percent, but with the spike in cases, which began to rise on December 29, the positivity rate increased to 53%. Currently, the number of cases has averaged out to approximately 40%. She also explained that as of this evening, all DASH employees have been registered to receive the COVID-19 vaccine through VAMS (Vaccine Administration Management System).

### **#4b – VTA Awards**

The GM reviewed the two VTA awards that DASH received, which was shared with the Board in advance of the meeting.

### **#4c – City Staff Free Rides Program**

The GM reviewed the Free Rides Program, which was shared with the Board in advance of the meeting.

### **#4d – Employee COVID-19 Vaccine Survey Results**

The GM reviewed the survey results, which was shared with the Board in advance of the meeting.

### **#4e – Driver Barriers Update & Projected Fares**

The GM reviewed this report, which was shared with the Board in advance of the meeting.

#### **#4f – Electric Bus Program Update**

Raymond Mui, Assistant GM, reviewed this report, which was shared with the Board in advance of the meeting.

Brandi Collins asked if the goal was to replace the existing fleet with zero-emission buses, and what is being done with the current buses. Mr. Mui explained that the Board established a policy decision to have DASH transition to a fully zero-emission fleet. The goal is to purchase nothing but zero-emission buses by 2027 resulting in a gradual transition. The goal for the remaining non zero-emission buses is to purge them by 2035.

In answering the question as to the disposition of the older buses (old diesel, clean diesel, and diesel-electric hybrid buses) that are being replaced by the zero-emission buses, Mr. Mui explained that the buses that are funded to DASH through the Volkswagen Mitigation program requires that the old buses be dismantled and destroyed. They are sent to a scrapyard and DASH must document the destruction of the vehicles. He continued that some of the older buses are sold through auction, but the majority end up at a scrapyard.

Jim Kapsis asked how the zero-emission buses were performing compared to the early data reports on performance and electricity usage: how were the buses performing relative to what was anticipated? Mr. Mui explained that DASH was very cautious about expectations because the data is not vast and much of it comes from the manufacturers, which may be overly optimistic. He continued that the data indicated that under ideal conditions the buses could operate between 2.0 and 2.5 kWh per mile, which matched how the buses were performing. Once the weather became cold, the range increased between 3.0 to 3.5 kWh per mile, which was expected. A lot of the energy consumption is being used toward heat generation.

The GM remarked that many electric vehicle manufacturers have moved forward with installing heat pumps, which decrease electricity consumption. Currently, the manufacturers of large-sized transit vehicles are not installing heat pumps. He explained that the HVAC systems are not made by the bus manufacturers but the HVAC manufacturers, so it is up to them to create a system for electric buses.

#### **#4g – Stockholders Meeting**

The Chairman previously announced the upcoming stockholders meeting during his report.

#### **Agenda Item #5 – Financial Reports & Action Items (as needed)**

##### **#5a – Financial Report**

The Director of Finance & Administration, Evan Davis, provided a brief review of his report, which was shared with the Board in advance of the meeting.

##### **#5b – Balance Sheet**

Mr. Davis reviewed this portion of the report, which was shared with the Board in advance of the meeting.

##### **#5c – Summary Income Statement**

Mr. Davis reviewed this portion of the report, which was shared with the Board in advance of the meeting.

##### **#5d – Budget vs. Actual**

Mr. Davis reviewed this portion of the report, which was shared with the Board in advance of the meeting.

## **Agenda Item #6 – Planning Reports & Action Items (as needed)**

### **#6a – Service Planning Decision Framework**

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

Jim Kapsis motioned to adopt the service planning framework as presented. The motion was seconded by Jeff Bennett. There was no further discussion, and the motion carried unanimously.

### **#6b – Memorandum: DRPT Grant Applications**

Mr. Barna reviewed the memorandum, which was provided to the Board in advance of the meeting.

### **#6c –DRPT Grant Application RESOLUTION #1**

Mr. Barna reviewed the DRPT grant application, which was shared with the Board in advance of the meeting.

### **#6d –DRPT Grant Application RESOLUTION #2**

Mr. Barna reviewed the DRPT grant application, which was shared with the Board in advance of the meeting.

### **#6e –DRPT Grant Application RESOLUTION #3**

Mr. Barna reviewed the DRPT grant application, which was shared with the Board in advance of the meeting.

The three resolutions were voted as a block. Matt Harris motioned to adopt all three of the resolutions. Steve Klejst seconded the motion. There was no further discussion, and the motion passed unanimously.

## **Agenda Item #7 – Next Meeting Date & Adjournment**

A final motion to adjourn the meeting was made by Linda Bailey and seconded by Matt Harris. A vote was called, and the motion was approved unanimously.

The Alexandria Transit Company Stockholders Meeting is scheduled for Tuesday, February 9, 2021.

The next regular meeting of the Alexandria Transit Company Board of Directors will be held February 10, 2021, at 5:30pm 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, Discussion

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**WMATA Budget**

At the end of December 2020, the U.S. Congress passed a new CARES Act with funding for transit. WMATA's current assumption is that this source of funds will provide \$714 million for WMATA and funds for local transit operators. The City is expected to receive almost \$5 million of funds. This new source of funds permits WMATA to operate existing levels of service in FY 2021 and the first half of FY 2022. If no additional funds are provided, WMATA services will need to be cut during the second half of FY 2022.

**Smart Start Funding**

VDOT staff has recently published its list of recommended projects for Smart Scale funding (FY 2026-FY 2027). All four projects that Alexandria applied for were recommended, these include:

- Route 1 and E. Glebe Intersection Enhancements
- Route 1 South Streetscape and Pedestrian safety Improvements
- Landmark Mall Transit Center
- Upper King Street Multimodal Reconstruction

Between February and April, the CTB may modify the staff-recommended funding scenario. Additional considerations that may be used by the CTB include Public feedback, scores, other info on project status. In April and May, CTB will host a public hearing in each construction district. Comments are accepted both verbally and in writing at the meeting or via regular mail or email after the meeting. The final revision and CTB adoption will occur in June.

## ATC Board Agenda Detail

**Item #:** 4a  
**Item Title:** COVID-19 Operational Status Briefing  
**Contact:** Josh Baker, General Manager  
**Board Action:** FYI



### COVID-19 Operational Status Briefing and Updates

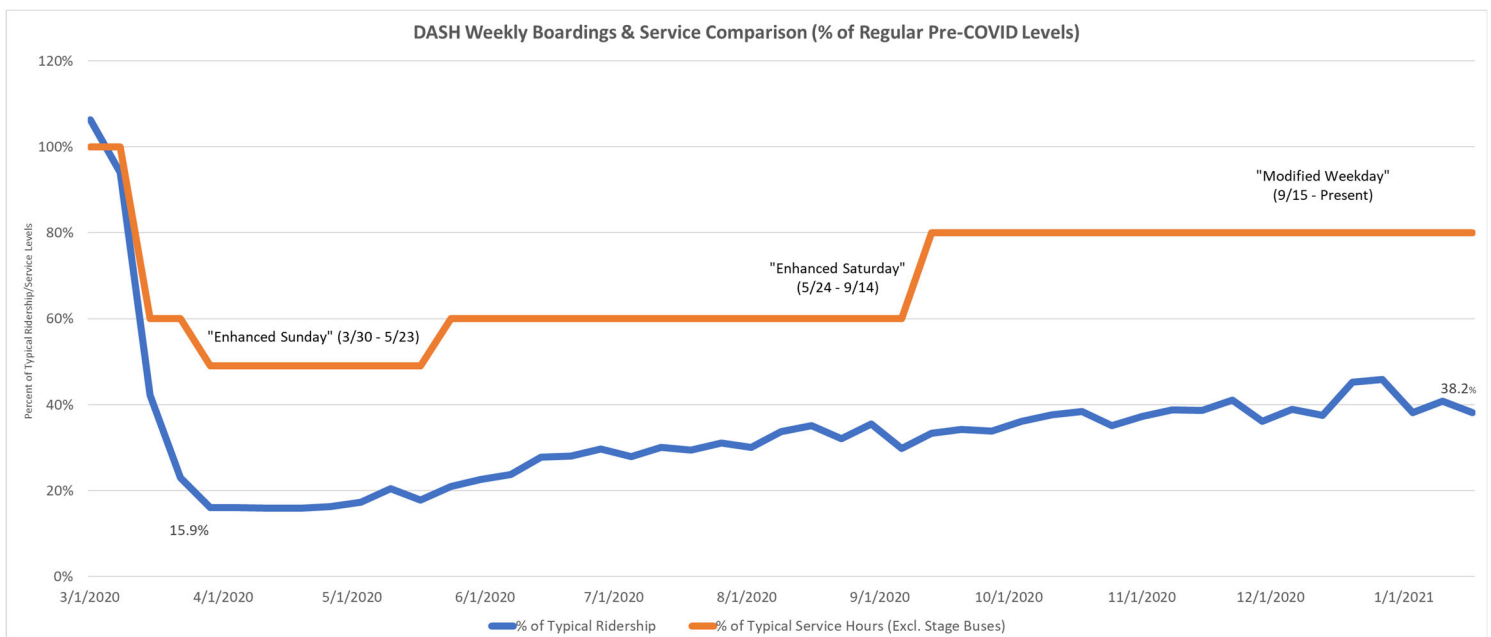
On Monday, February 1<sup>st</sup>, 2021 the Transportation Security Administration (TSA) prepared Security Directives (SD) for airlines, airports, and surface passenger transportation to implement Executive Order Promoting COVID-19 Safety in Domestic and International Travel. This order is based on the order from the Centers for Disease Control and Prevention (CDC) issued on January 29, 2021. It applies to public transportation, passenger railroads, and over-the-road buses operating on scheduled fixed-routes. It does not apply to charter or for-hire carriers. The effective date of the security directive is 11:59 pm EST on February 1, 2021 and it will expire on May 11, 2021.

The following requirements apply pursuant to 42 U.S.S. 264(a) and 42 CFR 70.2, 71.31(b), and 71.32(b): Bus Operators and Passengers must wear masks over the mouth and nose when traveling on buses, as well as while at transportation hubs (i.e. bus stops). DASH is required to enforce this order for the duration of all services and travel by passengers. DASH is required to apply "best efforts" to enforce including the following:

- Board passengers only wearing masks;
- Instruct passengers that Federal law requires wearing a mask on buses, and failure to comply is a violation of Federal law;
- Monitor buses for compliance, and require compliance for anyone who removes a mask;
- Disembark any passenger who refuses to comply at the earliest safe opportunity to do so;
- Provide prominent and adequate notice of these requirements.

Stephanie Salzone, Director of Safety and Security will provide a briefing during the regular Board Meeting of the actions taken to date, the efforts ongoing and the status of compliance efforts related to this order.

There have been no new confirmed cases of COVID-19 in the workforce since the last Board of Directors meeting. Historical ridership information is provided below since the onset of the pandemic.



## ATC Board Agenda Detail

**Item #:** 4b

**Item Title:** TSP, Ad Policy, Driver Barriers Update & Projected Fares

**Contact:** Josh Baker, General Manager

**Board Action:** FYI/Discussion



### Transit Signal Priority (TSP) Project Update

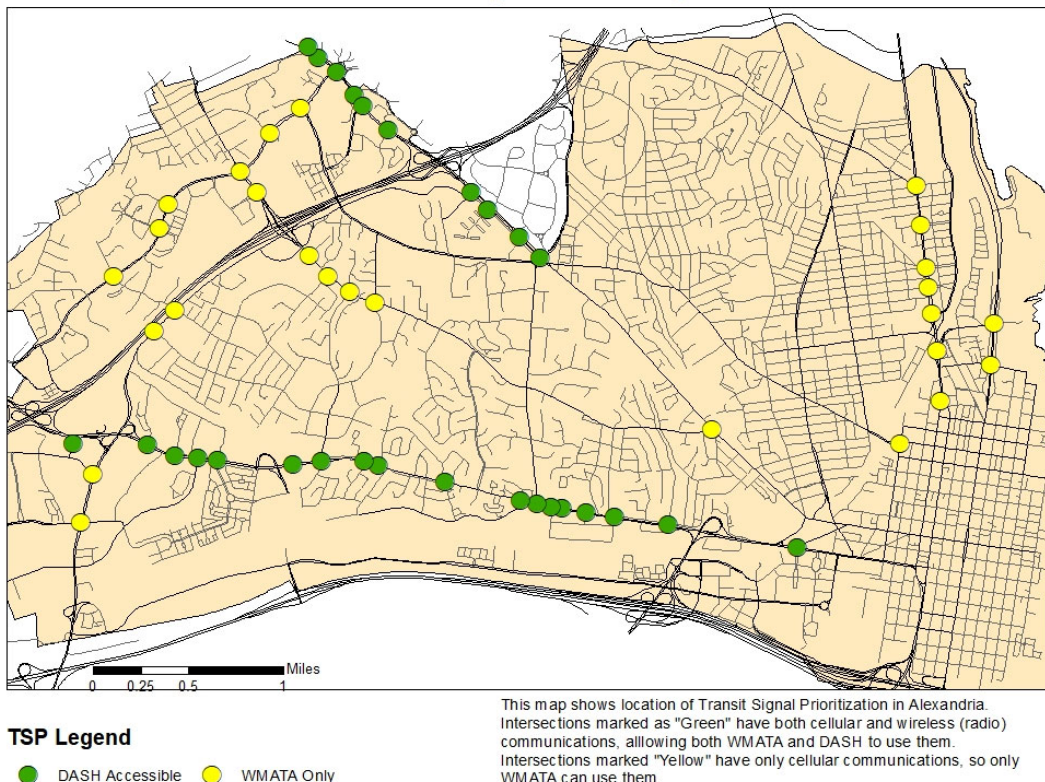
On Thursday, February 4<sup>th</sup>, 2021 the General Manager joined Mayor Justin Wilson, Chair Phyllis Randall (NVT), and Yon Lambert (Director, T&ES) for the recording of a ribbon cutting for the launch of the new Transit Signal Priority (TSP) project in the City of Alexandria.

This project has been funded by NVT and coordinated by the City to install equipment at intersections and on DASH buses which communicate wirelessly to provide priority to transit vehicles which are attempting to get through an intersection. Examples of how this technology will work include extending the green light until a bus passes through and shortening the red light as a bus approaches which is operating behind schedule. This technology will help to improve on-time performance and cut down on passenger waiting time while on the bus.

To date, the City has installed TSP technology at 54 intersections and has plans to expand to most intersections used by Metrobus or DASH buses by 2026. DASH buses are currently benefiting from TSP at 28 intersections, including 18 on the Duke Street corridor and 10 on the King Street Corridor. By the end of 2021, 5-10 additional intersections along Beauregard Street and Van Dorn Street are anticipated to be available for DASH buses. A map of all TSP intersections is provided below.

Over half of the of the DASH revenue fleet (51 buses) are currently equipped with TSP, including all new DASH buses purchased since 2018, and all 40-foot buses. All new bus builds will include TSP equipment, and additional retrofits will be completed as funding becomes available.

### Alexandria Transit Signal Priority Intersections





**Forthcoming Advertising Policy for review in March**

At the March Board of Directors Meeting, DASH staff will present a proposed Advertising Policy to the Board for consideration of approval. The policy outlines the responsibilities and requirements of the forthcoming exterior bus advertising which is to go into effect as of July 1, 2021.

**Driver Barrier Update/Fare Re-implementation**

As of the time of the Board of Directors meeting on February 10, 2021, DASH staff will have completed the installation of 48 out of 100 driver barriers on the bus fleet. Based on progress to date, staff estimate that the fleet will be equipped to resume fare collection as of March, 2021. While the exact date remains undetermined, Board action is recommended as follows on this item.

Consideration of action:

*Direct staff to reinstate fare collection on all DASH Bus Routes effective March 1, 2021 dependent upon fleet readiness for such action. Should the fleet not be ready upon that date, direct staff to implement fare collection at the first feasible date so long as sufficient public notice is provided to passengers of DASH.*

## **ATC Board Agenda Detail**

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



### **Alexandria Transit Company (DASH) Financial Update**

#### **Results for the Six Months Ended December 31, 2020**

##### **December 2020 Results**

**ATC ended December showing a monthly surplus of \$2,091,246 and a year-to-date deficit of (\$112,151).** This reflects the transfer of \$2.5 million in CARES Act funds which occurred in December. Costs for the grant-funded enhanced services on the AT-1 Plus and AT-9 still need to be transferred. When this occurs, a year-to-date surplus will exist. Overall expenditures remain on track halfway through the fiscal year.

##### **Significant budget variances and notable accounts in December include:**

- The first transfer of **CARES Act Transit Relief Funds** totaling \$2,527,792 was processed in December, covering revenue losses from July through October and all COVID-related expenditures, including enhanced cleaning and PPE, bus operator safety barriers, and facility modifications to enable social distancing. These funds were passed to the City from WMATA via a contribution credit and subsequently transferred to ATC.
- As expected, **passenger revenue** remains near zero with only a few transactions occurring for various reasons. We are collecting a reduced amount of the contract revenue for the **AT2X Mark Center Express** service, corresponding to the reduced service level.
- **Telecommunications** is running over-budget year-to-date mostly due to growth in costs to provide cellular connections to the more than 20 DASH-owned real-time bus arrival displays located throughout the City. This has been accounted for in the FY22 budget.

##### **FY21 Forecast and CARES Act Funding**

**The FY 2021 forecast continues to project a slight year-end surplus, currently \$8,574.** In actuality, the final FY21 CARES Act transfer will be adjusted to bring the bottom line for the year to zero. This will maximize CARES Act funds available for FY 2022.

##### **This forecast is based on the following projections and estimates:**

- Total passenger and contract revenue losses will be just short of \$4 million.
- Assuming the Board votes to resume fare collection no later than mid-March, staff project passenger revenue of roughly \$454,000 in the final three-plus months from that date through June. This is based on an assumption of 40% of pre-COVID ridership, a level already surpassed in January.
- Approximately \$4.7 million in CARES Act Transit Relief Funds will be used to offset revenue losses and fund COVID-related expenditures.

##### **Coronavirus Response and Relief Supplemental Appropriations Act of 2021 (CRRSAA / aka "CARES 2")**

While December's new relief law has recently gotten an even longer name, the shorthand seems to have become "CARES 2," especially since the law provides for a continuation of many of the same COVID-response programs as CARES 1. As with CARES 1, CARES 2 provides relief funding for transit agencies allocated through the FTA urban apportionment formulas. The Washington, D.C. urbanized area has received \$831 million, of which \$714 million will go to WMATA. Alexandria appears likely to receive roughly \$5 million via a WMATA subsidy credit in the same manner as CARES 1. DASH staff are working closely with the Office of Management and Budget and Department of Transportation and Environmental Services to most efficiently use this funding to maintain DASH and WMATA service in the City in FY22. More details will be available upon the presentation of the City Manager's FY22 budget.

**ATC Board Agenda Detail**

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



**ALEXANDRIA TRANSIT COMPANY**  
**Balance Sheet as of December 31, 2020**

**ASSETS**

Cash - City of Alexandria Pooled	\$ -
Cash - Payroll Account	11,037
Receivables	195,582
Prepaid Expenditures	580,830
Parts and Supplies Inventory	722,025
Capital Assets	54,624,851
Less: Accumulated Depreciation	(23,463,919)
<b>TOTAL ASSETS</b>	<b>\$ 32,670,406</b>

**LIABILITIES**

Accounts Payable	\$ 314,936
Payroll Liabilities	23,846
Accrued Vacation	1,031,593
Due to Other Funds (Negative Cash Position)	226,243
<b>Total Liabilities</b>	<b>\$ 1,596,618</b>

**NET POSITION**

Net Investment in Capital Assets	\$ 31,160,932
Unrestricted	(87,144)
<b>Total Net Position</b>	<b>\$ 31,073,788</b>

<b>TOTAL LIABILITIES AND NET POSITION</b>	<b>\$ 32,670,406</b>
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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:** Evan Davis, Director of Finance & Administration  
**Board Action:** FYI/Discussion

**ALEXANDRIA TRANSIT COMPANY****Summary Income Statement for the Six Months Ended December 31, 2020**

	<b>Actual</b>	<b>Budget</b>	<b>Variance</b>
<b>REVENUES:</b>			
City Contribution - King Street Trolley	518,592	518,592	-
DASH Passenger Revenue	863	2,011,998	(2,011,135)
DASH AT2X Mark Center Charter	193,919	416,760	(222,841)
DASH Other Charter Revenue	12,775	30,000	(17,225)
Miscellaneous Revenue	57,860	27,498	30,362
<b>Total Operating Revenue</b>	<b>784,009</b>	<b>3,004,848</b>	<b>(2,220,839)</b>
CARES Transit Funds	2,527,792	436,998	2,090,794
City Contribution - Regular Subsidy	8,343,246	8,343,246	-
<b>Total Revenue</b>	<b>11,655,047</b>	<b>11,785,092</b>	<b>(130,045)</b>
<b>EXPENDITURES:</b>			
Operations	7,089,099	6,554,034	(535,065)
Maintenance	2,495,504	2,689,548	194,044
Administration	2,097,605	2,202,510	104,905
Capital Outlay	84,990	339,000	254,010
<b>Total Expenditures</b>	<b>11,767,198</b>	<b>11,785,092</b>	<b>17,894</b>
<b>GRANT ACTIVITY:</b>			
I-395 Commuter Choice Grants	416,724	-	-
State Grants	45,000	-	-
Local Match on State Grants	14,400	-	-
Grant Expenditures	(45,425)	-	-
<b>Total Grant Activity</b>	<b>430,699</b>	<b>-</b>	<b>-</b>
<b>Net Surplus (Deficit)</b>	<b>318,548</b>	<b>-</b>	<b>(112,151)</b>

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## ATC Board Agenda Detail

Item #: 5d

Item Title: Budget vs. Actual

Contact: Evan Davis, Director of Finance & Administration

Board Action: FYI/Discussion



Budget vs. Actual Report for the Six Months Ended December 31, 2020

Description	CM Actual	CM Budget	Variance	YTD Actual	YTD Budget	Variance	FY2021 Projected	FY2021 Annual Budget	Projected Year End Variance
<b>REVENUE</b>									
City Contribution - King Street Trolley	86,432	86,432	-	518,592	518,592	-	1,037,185	1,037,185	-
DASH Passenger Revenue	122	335,333	(335,211)	863	2,011,998	(2,011,135)	455,391	4,024,000	(3,568,609)
DASH AT2X Mark Center Charter	36,726	69,460	(32,734)	193,919	416,760	(222,841)	414,275	833,518	(419,243)
DASH Other Charter Revenue	2,813	5,000	(2,187)	12,775	30,000	(17,225)	23,419	60,000	(36,581)
Miscellaneous Revenue	28,514	4,583	23,931	57,860	27,498	30,362	80,020	55,000	25,020
<b>TOTAL OPERATING REVENUE</b>	<b>154,607</b>	<b>500,808</b>	<b>(346,201)</b>	<b>784,009</b>	<b>3,004,848</b>	<b>(2,220,839)</b>	<b>2,010,290</b>	<b>6,009,703</b>	<b>(3,999,413)</b>
CARES Transit Funds	2,527,792	72,833	2,454,959	2,527,792	436,998	2,090,794	4,671,915	874,000	3,797,915
City Contribution - Regular Subsidy	1,390,541	1,390,541	-	8,343,246	8,343,246	-	16,686,497	16,686,497	-
<b>TOTAL REVENUE</b>	<b>4,072,940</b>	<b>1,964,182</b>	<b>2,108,758</b>	<b>11,655,047</b>	<b>11,785,092</b>	<b>(130,045)</b>	<b>23,368,702</b>	<b>23,570,200</b>	<b>(201,498)</b>
<b>OPERATING EXPENDITURES</b>									
<b>OPERATIONS</b>									
Wages - O	868,761	809,915	(58,846)	5,306,112	4,859,490	(446,622)	9,411,254	9,719,000	307,746
Fringe Benefits - O	195,892	140,650	(55,242)	963,637	843,900	(119,737)	1,911,065	1,687,800	(223,265)
Payroll Taxes - O	65,203	65,291	88	399,400	391,746	(7,654)	707,200	783,500	76,300
Retirement Contributions - O	58,530	68,259	9,729	397,721	409,554	11,833	715,670	819,100	103,430
<b>Total Operations Labor</b>	<b>1,188,386</b>	<b>1,084,115</b>	<b>(104,271)</b>	<b>7,066,870</b>	<b>6,504,690</b>	<b>(562,180)</b>	<b>12,745,189</b>	<b>13,009,400</b>	<b>264,211</b>
Operator Recruitment and Training	1,522	4,332	2,810	18,102	25,992	7,890	47,000	52,000	5,000
Operating Materials and Supplies	3,200	1,959	(1,241)	5,243	11,754	6,511	23,500	23,500	-
Training and Travel - O	319	1,933	1,614	(1,116)	11,598	12,714	23,200	23,200	-
<b>TOTAL OPERATIONS EXPENDITURES</b>	<b>1,193,427</b>	<b>1,092,339</b>	<b>(101,088)</b>	<b>7,089,099</b>	<b>6,554,034</b>	<b>(535,065)</b>	<b>12,838,889</b>	<b>13,108,100</b>	<b>269,211</b>
<b>MAINTENANCE</b>									
Wages - M	186,079	183,509	(2,570)	1,092,209	1,101,054	8,845	2,368,207	2,202,100	(166,107)
Fringe Benefits - M	24,872	27,542	2,670	147,300	165,252	17,952	296,569	330,500	33,931
Payroll Taxes - M	14,037	14,000	(37)	82,567	84,000	1,433	169,768	168,000	(1,768)
Retirement Contributions - M	14,085	14,833	748	80,980	88,998	8,018	173,980	178,000	4,020
<b>Total Maintenance Labor</b>	<b>239,073</b>	<b>239,884</b>	<b>811</b>	<b>1,403,056</b>	<b>1,439,304</b>	<b>36,248</b>	<b>3,008,524</b>	<b>2,878,600</b>	<b>(129,924)</b>
Fuel & Lubricants	69,447	93,625	24,178	353,642	561,750	208,108	824,182	1,123,500	299,318
Repair Parts	49,255	45,583	(3,672)	254,876	273,498	18,622	541,367	547,000	5,633
Tires	6,678	11,583	4,905	34,465	69,498	35,033	98,466	139,000	40,534
Vehicle Maintenance Service	11,345	10,834	(511)	108,436	65,004	(43,432)	174,431	130,000	(44,431)
Laundry	6,812	2,792	(4,020)	24,763	16,752	(8,011)	47,395	33,500	(13,895)
Tools and Equipment	13,042	1,250	(11,792)	43,354	7,500	(35,854)	49,354	15,000	(34,354)
Building Maintenance	34,519	41,665	7,146	270,369	249,990	(20,379)	655,559	500,000	(155,559)
Training and Travel - M	899	1,042	143	2,543	6,252	3,709	12,500	12,500	-
<b>TOTAL MAINTENANCE EXPENDITURES</b>	<b>431,070</b>	<b>448,258</b>	<b>17,188</b>	<b>2,495,504</b>	<b>2,689,548</b>	<b>194,044</b>	<b>5,411,778</b>	<b>5,379,100</b>	<b>(32,678)</b>
<b>ADMINISTRATION</b>									
Wages - A	135,445	139,232	3,787	783,187	835,392	52,205	1,686,734	1,670,800	(15,934)
Fringe Benefits - A	16,476	20,280	3,804	89,526	121,680	32,154	188,968	243,350	54,382
Payroll Taxes - A	9,009	10,709	1,700	56,781	64,254	7,473	124,260	128,500	4,240
Retirement Contributions - A	10,405	10,125	(280)	59,014	60,750	1,736	126,258	121,500	(4,758)
<b>Total Administrative Labor</b>	<b>171,335</b>	<b>180,346</b>	<b>9,011</b>	<b>988,508</b>	<b>1,082,076</b>	<b>93,568</b>	<b>2,126,220</b>	<b>2,164,150</b>	<b>37,930</b>
Insurance	54,699	69,167	14,468	478,031	415,002	(63,029)	892,958	830,000	(62,958)
Professional Services	62,023	68,416	6,393	389,418	410,496	21,078	785,423	821,000	35,577
Utilities	21,912	21,166	(746)	104,613	126,996	22,383	237,552	254,000	16,448
Printing & Advertising	724	5,416	4,692	14,847	32,496	17,649	61,000	65,000	4,000
Telecommunications	8,429	5,833	(2,596)	53,211	34,998	(18,213)	113,158	70,000	(43,158)
Training, Travel, Events - A	1,192	4,335	3,143	1,706	26,010	24,304	52,000	52,000	-
Office Equipment and Supplies	2,646	3,865	1,219	32,898	23,190	(9,708)	53,150	46,350	(6,800)
Employee Recognition	2,061	2,083	22	15,846	12,498	(3,348)	25,000	25,000	-
Dues and Subscriptions	486	1,250	764	4,127	7,500	3,373	15,000	15,000	-
Grant Local Match	14,400	5,208	(9,192)	14,400	31,248	16,848	70,000	62,500	(7,500)
<b>TOTAL ADMINISTRATIVE EXPENDITURES</b>	<b>339,907</b>	<b>367,085</b>	<b>27,178</b>	<b>2,097,605</b>	<b>2,202,510</b>	<b>104,905</b>	<b>4,431,461</b>	<b>4,405,000</b>	<b>(26,461)</b>
<b>TOTAL OPERATING EXPENDITURES</b>	<b>1,964,404</b>	<b>1,907,682</b>	<b>(56,722)</b>	<b>11,682,208</b>	<b>11,446,092</b>	<b>(236,116)</b>	<b>22,682,128</b>	<b>22,892,200</b>	<b>210,072</b>
<b>CAPITAL OUTLAYS (non-CIP)</b>									
Computer and Office Equipment	-	-	-	-	-	-	-	-	-
Maintenance Equipment	17,290	52,333	35,043	84,990	313,998	229,008	628,000	628,000	-
Other Equipment Investments	-	4,167	4,167	-	25,002	25,002	50,000	50,000	-
<b>TOTAL CAPITAL OUTLAYS (non-CIP)</b>	<b>17,290</b>	<b>56,500</b>	<b>39,210</b>	<b>84,990</b>	<b>339,000</b>	<b>254,010</b>	<b>678,000</b>	<b>678,000</b>	<b>-</b>
<b>NET SURPLUS (DEFICIT)</b>	<b>2,091,246</b>	<b>-</b>	<b>2,091,246</b>	<b>(112,151)</b>	<b>-</b>	<b>(112,151)</b>	<b>8,574</b>	<b>-</b>	<b>8,574</b>

**ATC Board Agenda Detail****Item #:** 6a**Item Title:** Quarterly Ridership Review**Contact:** Martin Barna, Director of Planning and Marketing**Board Action:** FYI/Discussion**DASH YEAR-TO-DATE RIDERSHIP TRENDS - (FY2018-FY2021)**

Average Daily WEEKDAY Boardings (Q2 FYTD)							
Route	FY18*	FY19	FY20	FY21	% Change (FY20-21)	% Change (FY18-21)	Trend (FY18-21)
AT-1	1,573	1,578	1,733	1,325	-23.5%	-15.7%	
AT-2	1,425	1,409	1,291	647	-49.9%	-54.6%	
AT-3	659	648	656	43	-93.4%	-93.5%	
AT-4	524	513	536	16	-97.0%	-96.9%	
AT-5	1,300	1,354	1,181	605	-48.8%	-53.5%	
AT-6	711	800	617	41	-93.4%	-94.3%	
AT-7	571	635	576	229	-60.2%	-59.9%	
AT-8	2,570	2,750	2,256	1,170	-48.1%	-54.5%	
AT-9	445	500	650	445	-31.6%	0.1%	
AT-10	469	410	391	232	-40.6%	-50.5%	
AT-3/4	47	57	41	28	-32.7%	-41.3%	
AT-2X	148	107	135	13	-90.2%	-91.1%	
KST	2,352	2,055	1,287	0	-100.0%	-100.0%	
<b>TOTAL</b>	<b>12,793</b>	<b>12,815</b>	<b>11,350</b>	<b>4,795</b>	<b>-57.8%</b>	<b>-62.5%</b>	
<b>TOT (NO KST)</b>	<b>10,441</b>	<b>10,760</b>	<b>10,063</b>	<b>4,795</b>	<b>-52.4%</b>	<b>-54.1%</b>	

Average Daily SATURDAY Boardings (Q2 FYTD)							
Route	FY18*	FY19	FY20	FY21	% Change (FY20-21)	% Change (FY18-21)	Trend (FY18-21)
AT-1	871	911	886	831	-6.2%	-4.6%	
AT-2	405	404	407	321	-21.0%	-20.7%	
AT-5	844	863	789	476	-39.7%	-43.6%	
AT-8	1,188	1,135	1,125	788	-30.0%	-33.7%	
AT-9	186	201	295	363	23.1%	95.2%	
AT-10	298	299	269	89	-67.0%	-70.2%	
AT-3/4	53	51	56	34	-39.8%	-36.8%	
KST	3,640	3,143	3,331	0	-100.0%	-100.0%	
<b>TOTAL</b>	<b>7,486</b>	<b>7,006</b>	<b>7,157</b>	<b>2,901</b>	<b>-59.5%</b>	<b>-61.2%</b>	
<b>TOT (NO KST)</b>	<b>3,846</b>	<b>3,863</b>	<b>3,826</b>	<b>2,901</b>	<b>-24.2%</b>	<b>-24.6%</b>	

Average Daily SUNDAY Boardings (Q2 FYTD)							
Route	FY18*	FY19	FY20	FY21	% Change (FY20-21)	% Change (FY18-21)	Trend (FY18-21)
AT-1	399	486	561	430	-23.4%	7.7%	
AT-2	400	423	366	261	-28.5%	-34.7%	
AT-5	363	344	335	223	-33.3%	-38.5%	
AT-8	816	811	771	490	-36.4%	-39.9%	
AT-9	0	0	0	286	-	-	
AT-10	122	130	127	66	-47.7%	-45.8%	
AT-3/4	49	48	50	31	-37.0%	-35.7%	
KST	2,899	2,261	2,278	0	-100.0%	-100.0%	
<b>TOTAL</b>	<b>5,048</b>	<b>4,502</b>	<b>4,486</b>	<b>1,788</b>	<b>-60.1%</b>	<b>-64.6%</b>	
<b>TOT (NO KST)</b>	<b>2,149</b>	<b>2,242</b>	<b>2,209</b>	<b>1,788</b>	<b>-19.0%</b>	<b>-16.8%</b>	

Note: FY18 data shown above is lower than actual ridership numbers by 2-4 percent due to farebox configuration error that resulted in underreported ridership data from March - July 2017.

## ATC Board Agenda Detail

**Item #:** 6b  
**Item Title:** FY22 New DASH Network (ATV) Update  
**Contact:** Martin Barna, Director of Planning and Marketing  
**Board Action:** FYI/Discussion



### FY22 Transit Development Plan Preview

February 10, 2021

The ATC Board of Directors meeting next month will mark the beginning of the formal FY 2022 Transit Development Plan (TDP) process. This annual process allows DASH to identify any proposed service, fleet or fare changes that are planned for the upcoming fiscal year. The TDP is developed based on the City's draft FY 2022 budget and runs concurrently to the city's budget approval process.

With the launch of the New DASH (ATV) Network planned for September 5, 2021, the FY 2022 ATC Transit Development Plan will be more significant than any previous year. Although the full 2022 ATV Plan is unlikely to be implemented in FY 2022 due to budget constraints, the "Current Services" version of the New DASH Network will still include major changes for most DASH routes and will significantly increase the number of residents with access to frequent, all-day bus service:

**Figure 1 - City Residents/Jobs within ¼ Mile of Frequent, All-Day Service**

	Existing	FY22 Network	2030 ATV Plan
<b>All Residents</b>	<b>27%</b>	<b>66%</b>	<b>83%</b>
Low Income	29%	73%	89%
Minority	22%	70%	87%
Seniors	23%	62%	78%
<b>Jobs</b>	<b>40%</b>	<b>66%</b>	<b>81%</b>

*Note: Above percentages assume that DASH is awarded I-395 Commuter Choice funding for Line 35 and Line 36 enhancements in FY 2022 and FY 2023.*

The new bus network would also maintain bus service at stops that serve 99.5 percent of existing bus boardings, and provide much more useful service for areas like the West End, Arlandria, the King Street corridor, and Old Town.

The lack of additional funding needed to implement the full 2022 Alexandria Transit Vision Plan means that – under the best-case scenario with no reduction to the annual subsidy – DASH will only be able to implement a "Current Services" version of the ATV network that reduces service from pre-COVID levels in some areas. As a result, even without a 10% subsidy reduction, the following new DASH routes may be subjected to service reductions that were not specifically contemplated in the Final 2022 Alexandria Transit Vision Plan that was adopted by the Board of Directors in late 2019.

- **Line 32** (similar to AT-7) will operate from Landmark Mall to King Street Metro via Eisenhower Valley, but will not continue to Braddock Road Metro via Old Town, as was planned by the Full 2022 ATV Plan. Although a new transfer to the Old Town Circulator (Line 30/31) will be required for some existing AT-7 riders, the new direct connection from the Eisenhower Corridor to King Street Metro represents a marked improvement from existing weekend service.

- **Line 33** will replace the AT-10 in serving Del Ray, Arlandria and Potomac Yard, but weekend service will only run once per hour, which is less than the Final 2022 ATV Plan, and represents a 50% decrease from the current AT-10 running every 30 minutes on Saturdays and Sundays.
- **Line 34** will replace parts of the AT-2, AT-3, AT-5 and AT-7 in Old Town, but weekend service will only run once per hour. This represents an improvement for South Old Town which is not served by DASH on weekends, but it would also be a 50% decrease for residents along Slaters Lane in Old Town North, who are used to the AT-5 running every 30 minutes on Saturdays and Sundays.
- **Line 103** (*similar to AT-3*) would run every 30 minutes during weekday peak periods from the Braddock Road Metro to the Pentagon via Arlandria, Northridge and Parkfairfax under the “Current Services” network. This represents an improvement from existing AT-3 hourly service that has been running during the pandemic but is also a decrease from the typical 20-minute service that was operated before COVID and is assumed for the full 2022 ATV Plan.
- **Line 104** (*similar to AT-4*) would run every 30 minutes during weekday peak periods from the Braddock Road Metro to the Pentagon via Northridge and Parkfairfax under the “Current Services” network. This represents an improvement from existing hourly AT-4 service that has been running during the pandemic but is also a decrease from the typical 20-minute service that was operated before COVID and is assumed for the full 2022 ATV Plan.

Other service-related proposals that are likely to come up during the TDP process include:

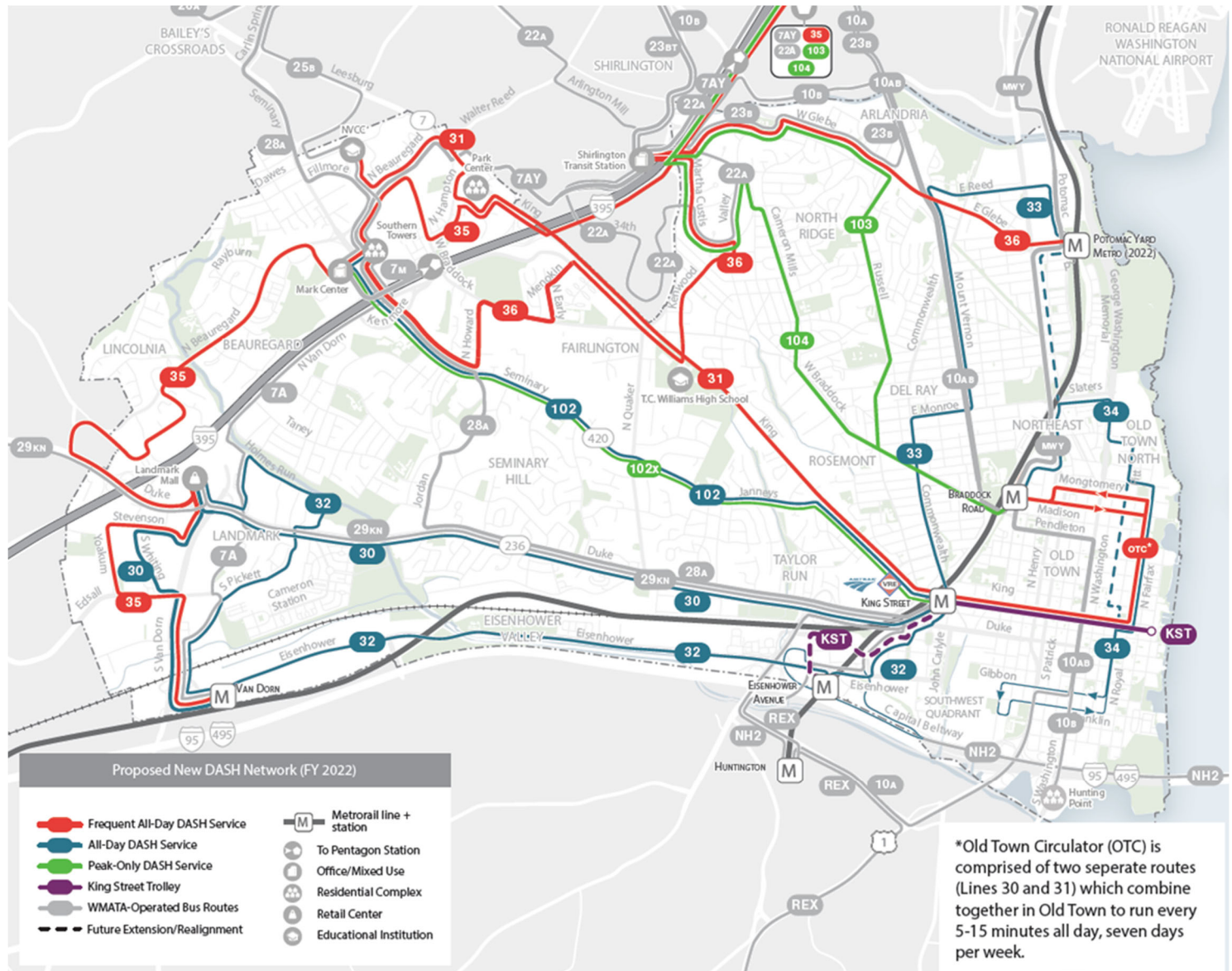
- The route alignment for **Line 34**, which runs north-south through Old Town, will be contingent upon the opening of the Potomac Yard Metro Station. Prior to the station opening in 2022, the north end of Line 34 will connect to the Braddock Road Metro and will operate via Fairfax Street in Old Town North. When the station opens, Line 34 will be realigned to connect to the new Potomac Yard Metro Station and would be shifted from North Fairfax Street to North Pitt Street, as shown in the Final 2022 ATV Plan.
- **Line 36** (*similar to AT-9*) would operate from Potomac Yard to Mark Center via Shirlington and Arlandria. Under the Final 2022 ATV Plan, Line 36 was shown as a pair of routes (N10/N11) that operated along a similar alignment with two main deviations. Due to cost efficiency, simplicity and other interjurisdictional considerations, the “N10” routing was eliminated and consolidated into the “N11” routing which became Line 36. As a result, the segment of North Van Dorn Street from Braddock Road to Menokin Drive, including Park Place Apartments, would continue to only be served by the Metrobus 22F during weekday peaks, even though it was shown with new all-day DASH service seven days per week in the Final 2022 ATV Plan.
- The **King Street Trolley** is likely to resume service in FY 2022 but would be modified to run every 15 minutes from 11:00 AM to 11:00 PM, seven days per week. This would be a reduction from previous years in which the Trolley has operated every 10 minutes during the summer and run from 10:30 AM to 12:00 midnight on weekends. These changes would reduce the cost of the Trolley to match the Trolley subsidy amount, allow the Trolley schedule to be better coordinated with the Old Town Circulator on King Street, and reflect the decreased tourism during the



summer months due to COVID. (Note: the 2022 ATV Plan also included an extension of the King Street Trolley to the Eisenhower Avenue Metro via Carlyle. This extension will not be possible for several years due to the increased number of Trolley vehicles that it requires and additional coordination that is needed with City leadership.)

A map of the proposed FY 2022 “New DASH Network” is included as Figure 2 below.

**Figure 2 - Proposed New DASH Network (FY 2022)**



**ATC Board Agenda Detail**

**Item #:** 7

**Item Title:** Next Meetings, Meeting Schedule and Adjournment

**Board Action:** Discussion/Approval

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**The next regular meeting of the Alexandria Transit Company Board of Directors  
is scheduled for Wednesday, March 10, 2021**

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***Consider Adjournment***