



Alexandria Transit Company Board of Directors Meeting



June 12, 2024 @ 5:30pm
Meeting Held at City Hall, Council Workroom, 301 King St., Alexandria, VA 22314 and
Held Electronically - Livestream on ZOOM and Facebook Live

ITEM	DESCRIPTION	PAGE #	PRESENTER
Public Hearing	- Public Hearing – FY25 ATC Proposed Budget Public Hearing	N/A	
#1	Call to Order, Welcome, and Public Comment	N/A	Mr. Kaplan
#2	Consideration of Approval Meeting Minutes a) ATC Board of Directors Meeting –May 8, 2024	3-5	All
#3	Board Member Announcements, Reports & Business Items a) Chair's Report b) T&ES Report a. Duke Street Transitway Letters of Support b. South Pickett Street Corridor Improvement Project Letter of Support c. Eisenhower Avenue Transportation Improvement Project Letters of Support c) Others	6-12	Mr. Kaplan Ms. Orr All
#4	General Manager's Report a) Ridership Update b) Transit Management Services Contract Approval— <i>Board Action</i> c) General Managers FY 2025 Budget— <i>Board Action</i> d) Collective Bargaining Update e) SUN Conference Update f) Resolution for Support for EPA CHDV Program Application	13-20	Mr. Baker Mr. Mui
#5	Financial Reports a) Financial Report b) Balance Sheet c) Summary Income Statement d) Budget vs. Actual e) Budget Forecast	21-25	Mr. Ryder
#6	Executive Session Consideration of Convening an Executive Session for the Purpose of Discussing Legal and Personnel Matters, pursuant to Section 2.2-3711 (A1) of the Code of Virginia	26	All

#7**Next Meeting Date & Adjournment**

The next regular meeting of the Alexandria Transit Company Board of Directors is scheduled for Wednesday, September 11, 2024

27

All



ATC Board Agenda Detail

Item #: 2a
Item Title: Meeting Minutes—May 8, 2024
Contact: Beth Reveles, Secretary to the Board
Board Action: Consideration of Approval

Alexandria Transit Company (ATC) BOARD OF DIRECTORS MEETING MINUTES May 8, 2024

A meeting of the Board of Directors of the Alexandria Transit Company was held at 5:30 pm on Wednesday, May 8, 2024, at the City Hall Council Workroom and was also available electronically. A recording of the meeting was made and is available upon request.

Board members present: David Kaplan, Matt Harris, Ajashu Thomas, Kendell Taylor, Arthur Wicks, Kursten Phelps, Praveen Kathpal, Arish Gajjar

Board members attending remotely: Jesse O'Connell

Board members absent: Steve Klejst, Hillary Orr

Staff members present: Josh Baker, Raymond Mui, Martin Barna, Beth Reveles, Edward Ryder, Joseph Quansah, Camila Olivares, Brent Reutter, Kato Carter, Ryan Visci

Other attendees: Jordan Exantus, Chris Ziemann

Board Meeting Agenda Item #1

#1 – Call to Order, Welcome and Public Comment

Chair David Kaplan welcomed everyone and called the meeting to order at 5:35 pm. A quorum was reached at that time. Praveen Kathpal arrived at 5:38 pm.

Following roll call, the DASH 40th Anniversary video was played for the group.

Chair Kaplan opened the meeting to public comment. As there were no speakers, the Chair closed public comment.

Agenda Item #2 – Consideration of Approval of Meeting Minutes

#2a – ATC Board of Directors Meeting – April 10, 2024

The Chair called for a motion to approve the April meeting minutes and asked if there were any corrections, revisions, or amendments. A motion was made by Matt Harris and seconded by Arthur Wicks 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

May Meeting Icebreaker

Chair Kaplan reviewed the results of the WMATA 2023 Metro reports which were submitted by several Board members and DASH senior staff. Brent Reutter was declared the winner as only 1% of Metro riders travel on Metro more than he.

King-Bradlee Letter of Support for the Traffic and Parking Board

T&ES Transportation Division Chief Chris Ziemann reviewed the King-Bradlee project.

Chair Kaplan called for a motion to adopt the letter of support. A motion was made by Arish Gajjar and seconded by Matt Harris. There was no further discussion, and the motion carried. Kursten Phelps and Arthur Wicks abstained.

NVTA FY24-29 Six Year Program Public Comment Letter

Chair Kaplan called for a motion to adopt the letter. A motion was made by Matt Harris and seconded by Kursten Phelps. There was no further discussion, and the motion carried. Arthur Wicks abstained.

#3b – T&ES Report

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

#3c – Slate of Officers

Matt Harris introduced the Slate of Officers. Mr. Harris called for a motion to approve the Slate of Officers. A motion was made by Kursten Phelps and seconded by Praveen Kathpal. There was no further discussion, and the motion carried unanimously.

#3d – Others

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

Agenda Item #4 – General Manager's Report

#4a – Ridership Update

General Manager Josh Baker reviewed the ridership update which was shared with the Board in advance of the meeting.

#4b – Transit Management Services Update

Mr. Baker reviewed the update which was provided to the Board in advance of the meeting.

Chair Kaplan called for a motion to allow the general manager to enter into contract negotiations with TransDev. A motion was made by Arish Gajjar and seconded by Praveen Kathpal. There was no further discussion, and the motion carried unanimously.

#4c – General Manager's FY 2025 Revised Budget

General Manager Josh Baker reviewed his proposed budget which was shared with the Board in advance of the meeting. The budget will be adopted at the June 2024 Board meeting.

Agenda Item #5 – Financial Reports

#5a – Financial Report

#5b – Balance Sheet

#5c – Summary Income Statement

#5d – Budget vs. Actual

#5e – Budget Forecast

Mr. Baker provided a brief review of Director for Finance & Administration Edward Ryder's reports which were shared with the Board in advance of the meeting.

Agenda Item #6 – Planning Reports

#6a –Annual Free Fares Report

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

Agenda Item #7–Executive Session

Consideration of Convening an Executive Session for the Purpose of Discussing Legal and Personnel Matters, pursuant to Section 2.2-3711 (A1) of the Code of Virginia.

A motion was offered by Kursten Phelps and seconded by Arthur Wicks to enter Executive Session pursuant to Section 2.2-3711 (A1) of the Code of Virginia. A vote was called, and the motion was approved unanimously.

At the conclusion of the Executive Session, a motion was offered by Arish Gajjar and seconded by Matt Harris to reconvene the public meeting. A vote was called, and the motion was approved unanimously.

A motion was offered by Arish Gajjar and seconded by Arthur Wicks to certify what was discussed during the Executive Session was pursuant to Section 2.2-3711 (A1) of the Code of Virginia. A vote was called, and the motion was approved unanimously.

Agenda Item #8–Next Meeting Date & Adjournment

A final motion to adjourn the meeting was made by Matt Harris and seconded by Ajashu Thomas. 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 June 12, 2024, at 5:30 pm at City Hall 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



WMATA Budget

The WMATA Board of Directors adopted its Fiscal Year 2025 and Fiscal Years 2025-2030 Capital Improvements Plan on Thursday, April 25. The approved FY25 operating budget keeps Metrobus and Metrorail at current service levels, though the use of six-car trains (versus eight car trains) is intended to increase on weekends and off-peak hours to better serve rider demand throughout the system, and fares will increase across the board by 12.5%.

On Monday, May 13 the Virginia General Assembly passed the State budget, which includes \$60M in FY 2025 and \$80M in FY 2026 in additional state aid for WMATA, along with a two-year suspension of the "3% cap" (the requirement that limits Virginia operating assistance to WMATA to no more than 3% over the prior year's approved budget). State aid will require a 50/50 match from the local jurisdictions. Alexandria is on the hook for \$65M in subsidy to WMATA for FY 2025, which includes \$55.6M in base subsidy and debt service, along with \$9.45M to cover the WMATA operating deficit. State aid will provide an additional \$9.45M in funds to close the operating deficit for the City in FY 2025.

King-Bradlee Safety & Mobility Enhancements

On Thursday, May 16, Staff hosted a virtual community meeting to present the City's preferred design concept for the King Street-Bradlee Safety & Mobility Enhancements Project, identifying Alternative 2: One-Way Traffic & Bus Lane as the preferred design. This concept converts a portion of the access road, between S Taylor Street and Menokin Drive, to one-way traffic with a dedicated bus lane, along with strategic safety and mobility improvements in the entire study area. Alternative 2 was identified as the preferred option as it scored best under the metrics of minimizing traffic delays, safety for all roadway users, improvements to transit operations and improvements for bicycle facilities.

This recommendation follows months of planning, community engagement, analysis, and conceptual design. The project goals were to improve mobility, safety, and access for all roadway users, install safer pedestrian and bicycle facilities, improve stormwater, and maintain or enhance transit facilities. Staff will present the recommendations to the Traffic & Parking Board for consideration at its June 24 Public Hearing. More information is available on the [project webpage](#).

South Pickett Street Corridor Improvements

In 2023, the City was awarded a technical assistance grant from the Metropolitan Washington Council of Governments to perform planning, analysis, community engagement, and conceptual design for South Pickett Street between Duke Street and Edsall Road. The goal of this project is to make it easier, safer, and more comfortable for people of all ages, abilities, and modes to travel on South Pickett Street. The DASH 32 line services this corridor every 30 minutes during peak hours.

This spring, following a period of information gathering and community outreach, the City released concept designs for the corridor, which include treatments such as:

- Reducing travel lanes to calm traffic
- Dedicated left turn lanes to reduce vehicle crashes
- Median islands to calm traffic and provide refuge for pedestrian crossings
- New crosswalks along the corridor
- Protected bicycle lanes to give people biking and scooting a dedicated place to ride, while providing a buffer for sidewalks
- Tactical bus boarding islands to reduce bus conflicts with the bike lane and make it easier for people to board and alight.
 - As the future recommended DASH network is implemented and these bus stops are removed, these boarding islands can be repurposed at other DASH bus stops elsewhere in the City

- Reducing the speed limit from 35 MPH to 25 MPH to improve safety

These treatments will not only make it easier and safer for people to travel on South Pickett Street but will also enhance access to the future Duke Street Transitway. Following the second community outreach period, the City expects to make a formal recommendation to the Traffic & Parking Board this summer. Additional information is on the [project webpage](#).

Eisenhower Avenue Transportation Study

In 2023, the City was awarded a VDOT Project Pipeline study to perform planning, analysis, community engagement, and conceptual design for Eisenhower Avenue between Van Dorn Street and Holland Lane. The goal of this project is to improve safety and access for all modes. In addition to being a critical point on the West End Transitway Corridor, DASH 30, 32 and 35 services the Eisenhower Avenue corridor.

This spring, following a period of information gathering and community outreach, the City released concept designs for the corridor, which include treatments such as:

- Improving the congestion at Van Dorn Street and Eisenhower Avenue
- Reducing travel lanes to calm traffic
- Providing new east-west cycle facility connections which can provide a buffer between the existing travel lanes and sidewalk
- Installing new pedestrian crossings at locations along the corridor, one of which is at Van Dorn Metro Station
- Tactical bus boarding islands to reduce bus conflicts with the bike lane and make it easier for people to board and alight
- Reducing the speed limit from 35 MPH to 25 MPH to improve safety

The City expects to make a formal recommendation to the Traffic & Parking Board this summer. Additional information is on the [project webpage](#).

Duke Street Transitway

On May 20, the Traffic and Parking Board held a public hearing for the Duke Street at West Taylor Run project, which included recommendations that align with the Duke Street Transitway. While staff recommended that the service road remain two-way, in line with community feedback, the Board endorsed Option 2, which is a one-way westbound street with a separated bike path, for the service road between Moncure Drive and West Taylor Run Parkway. On June 24, staff will make a recommendation for the Cambridge Road intersection and service road between West Taylor Run Parkway and Cambridge Road. The updated recommendations for this corridor will also include changes at Quaker Lane and Duke Street to provide transit queue jumps since dedicated lanes will be part of a future build.

ATC Board Agenda Detail

Item #: 3b (a)
Item Title: Duke Street Transitway Letters of Support
Contact: Hillary Orr, Deputy Director, Transportation
Board Action: Consideration of Approval



ALEXANDRIA TRANSIT COMPANY

Honorable Mayor Wilson and Members of City Council
City Hall
301 King Street
Alexandria, VA 22314

June 12, 2024

Re: Endorsement of the Duke Street Transitway project recommendations

Dear Mayor Wilson and Members of City Council:

On behalf of the Alexandria Transit Company (ATC) Board of Directors, I am expressing strong support for the City of Alexandria's proposed design treatments for the *Duke Street Transitway* project. More specifically, we support the conversion of the two-way Duke Street Service Road to one-way, implement intersection improvements at Cambridge Road, and complete upgrades to North Quaker Lane. These improvements will greatly benefit bus operations and safety for pedestrians and road users alike and support our strategic goals of system excellence, customer service, safety, efficiency, and environmental stewardship. We see these critical upgrades as significant improvements to existing conditions which currently present challenges for traffic and safety at these locations.

Critical to the success of our service delivery is having high quality infrastructure that supports multi-modal mobility. As a transit operator, we hear from our customers daily and can attest to their expressed needs and concerns. Residents and employees who traverse the Duke St. corridor seek more efficient and reliable bus service, improved amenities at bus stops, and safer "last-mile" connections between their residences and/or places of work and the transit stops that serve these locations. While the current infrastructure serves local needs, these improvements will help us shorten bus headways while simultaneously improving passenger comfort and safety while accessing the bus stations themselves. This project will also address existing conflict points where we have observed challenges with hazardous street crossings, bottlenecks, traffic accidents, and pedestrian injuries. Not only will this project improve safety, but also reduce stress levels for users of the transitway and help contribute to a more positive experience for our bus operators and passengers, hopefully contributing to continued growth in ridership.

Thank you for your consideration of our input on this important project. We look forward to working with the City to help realize the full implementation of the *Duke Street in Motion* project. We wholeheartedly feel that the proposed treatments will help ensure that the Duke Street Transitway aligns with the AMP goals of making transit easier to use, 'greener', and more efficient.

Sincerely,

David Kaplan, ATC Board of Directors, Chair

703.746.3274



dashbus.com



3000 Business Center Drive
Alexandria, VA 22314



ALEXANDRIA TRANSIT COMPANY

Chair James Lewis and Members of the Traffic & Parking Board
City Hall
301 King Street
Alexandria, VA 22314

June 12, 2024

Re: Endorsement of the Duke Street Transitway project recommendations

Dear Chair Lewis and Members of the Traffic and Parking Board:

On behalf of the Alexandria Transit Company (ATC) Board of Directors, I am expressing strong support for the City of Alexandria's proposed design treatments for the *Duke Street Transitway* project. More specifically, we support the conversion of the two-way Duke Street Service Road to one-way, implement intersection improvements at Cambridge Road, and complete upgrades to North Quaker Lane. We applaud your recognition of the value of the one-way service road and vote on the section of roadway between Moncure Drive and West Taylor Run Parkway. Together, these improvements will greatly benefit bus operations and safety for pedestrians and road users alike and support our strategic goals of system excellence, customer service, safety, efficiency, and environmental stewardship. We see these critical upgrades as significant improvements to existing conditions which currently present challenges for traffic and safety at these locations.

Critical to the success of our service delivery is having high quality infrastructure that supports multi-modal mobility. As a transit operator, we hear from our customers daily and can attest to their expressed needs and concerns. Residents and employees who traverse the Duke St. corridor seek more efficient and reliable bus service, improved amenities at bus stops, and safer "last-mile" connections between their residences and/or places of work and the transit stops that serve these locations. While the current infrastructure serves local needs, these improvements will help us shorten bus headways while simultaneously improving passenger comfort and safety while accessing the bus stations themselves. This project will also address existing conflict points where we have observed challenges with hazardous street crossings, bottlenecks, traffic accidents, and pedestrian injuries. Not only will this project improve safety, but also reduce stress levels for users of the transitway and help contribute to a more positive experience for our bus operators and passengers, hopefully contributing to continued growth in ridership.

Thank you for your consideration of our input on this important project. We look forward to working with the City to help realize the full implementation of the *Duke Street in Motion* project. We wholeheartedly feel that the proposed treatments will help ensure that the Duke Street Transitway aligns with the AMP goals of making transit easier to use, 'greener', and more efficient.

Sincerely,

David Kaplan, ATC Board of Directors, Chair



703.746.3274



dashbus.com



3000 Business Center Drive
Alexandria, VA 22314



ATC Board Agenda Detail

Item #: 3b (b)

Item Title: South Pickett Street Corridor Improvement Project Letter of Support

Contact: Hillary Orr, Deputy Director, Transportation

Board Action: Consideration of Approval



ALEXANDRIA TRANSIT COMPANY

Chair James Lewis and Members of the Traffic & Parking Board
City of Alexandria
301 King Street
Alexandria, VA 22314

June 12, 2024

Dear Chair Lewis and Members of the Traffic and Parking Board:

On behalf of the Alexandria Transit Company (ATC) Board of Directors, I am expressing strong support for the City's South Pickett Street Corridor Improvements project. We believe this project will enhance safety and access for DASH bus riders along South Pickett Street by making it easier to access bus stops and reducing the potential for collisions along the corridor. It is also an important step for maximizing the effectiveness of the Duke Street Transitway by making it easier, safer, and more comfortable for people to access useful, frequent, all-day transit, supporting the goals of the adopted Alexandria Transit Vision Plan.

Today, South Pickett Street is served by DASH line 32. There are few crosswalks along the corridor, which forces riders to make risky crossings across four undivided lanes to access the bus. This is not the experience we want for our riders. Reducing the number of lanes, providing median refuge islands, slowing vehicle speeds, and providing protected bicycle lanes as proposed by City staff would dramatically improve safety for people riding the bus. In the longer term, this would also benefit riders by reducing barriers for people to access the Duke Street Transitway. South Pickett Street is home to several high-density multifamily residential communities that are within a ½ mile of Duke Street, and facilitating access to fast, frequent transit service helps increase potential ridership and promote livability and sustainability in Alexandria.

The ATC Board of Directors strongly endorses the South Pickett Street Corridor Improvements Project and urges the Traffic & Parking Board to recommend approval of the staff recommendation.

Thank you for your consideration.

Sincerely,

David Kaplan, ATC Board of Directors, Chair

703.746.3274



dashbus.com



3000 Business Center Drive
Alexandria, VA 22314



ATC Board Agenda Detail

Item #: 3b (c)

Item Title: Eisenhower Avenue Transportation Improvement Project Letters of Support

Contact: Hillary Orr, Deputy Director, Transportation

Board Action: Consideration of Approval



ALEXANDRIA TRANSIT COMPANY

Honorable Mayor Wilson and Members of City Council
City Hall
301 King Street
Alexandria, VA 22314

June 12, 2024

Re: Endorsement of a Safe Streets & Roads for All Grant for the Eisenhower Avenue Transportation Improvements Project

Dear Mayor Wilson and Members of City Council:

On behalf of the Alexandria Transit Company (ATC) Board of Directors, I am expressing strong support for the City's Eisenhower Avenue Transportation Improvements Project. This project supports the adopted Alexandria Transit Vision Plan by significantly enhancing safety and access for DASH bus riders along Eisenhower Avenue.

Eisenhower Avenue is served by DASH line 32, which today provides service every 30 minutes during peak hours, and every 1 hour during non-peak hours. However, this route is planned to operate more frequently in the future, providing service every 15 minutes during peak and off-peak periods. There are few crosswalks along the corridor, which forces riders to make risky crossings across as many as five undivided lanes to access the bus. This is antithetical to the City's vision that transit be safe, convenient, and accessible. Redesigning the roadway to improve safety for all users will improve the DASH rider experience and entice more people to choose sustainable modes of transportation, like taking transit. This project aligns with the City's adopted Alexandria Mobility Plan, Alexandria Transit Vision Plan, and Eisenhower West Small Area Plan, all of which envision a safer, more multimodal, livable future for Eisenhower Avenue.

The ATC Board of Directors strongly endorses the Eisenhower Avenue Transportation Improvements Project and urges City Council to approve staff's request for grant funding to support future improvements to the Eisenhower Avenue corridor.

Thank you for your consideration.

Sincerely,

David Kaplan, ATC Board of Directors, Chair

703.746.3274



dashbus.com



3000 Business Center Drive
Alexandria, VA 22314



ALEXANDRIA TRANSIT COMPANY

Chair James Lewis and Members of the Traffic & Parking Board
City of Alexandria
301 King Street
Alexandria, VA 22314

June 12, 2024

Re: Endorsement of the Eisenhower Avenue Transportation Improvements Project

Dear Chair Lewis and Members of the Traffic and Parking Board:

On behalf of the Alexandria Transit Company (ATC) Board of Directors, I am expressing strong support for the City's Eisenhower Avenue Transportation Improvements Project. This project supports the adopted Alexandria Transit Vision Plan by significantly enhancing safety and access for DASH bus riders along Eisenhower Avenue.

Eisenhower Avenue is served by DASH line 32, which today provides service every 30 minutes during peak hours, and every 1 hour during non-peak hours. However, this route is planned to operate more frequently in the future, providing service every 15 minutes during peak and off-peak periods. There are few crosswalks along the corridor, which forces riders to make risky crossings across as many as five undivided lanes to access the bus. This is antithetical to the City's vision that transit be safe, convenient, and accessible.

Reducing the number of general-purpose lanes, providing median refuge islands, slowing vehicle speeds, and providing protected bicycle lanes as proposed by City staff would dramatically improve safety for people accessing the bus on Eisenhower Avenue and entice more people to choose sustainable modes of transportation, like taking transit. This project aligns with the City's adopted Alexandria Mobility Plan, Alexandria Transit Vision Plan, and Eisenhower West Small Area Plan, all of which envision a safer, more multimodal, livable future for Eisenhower Avenue.

The ATC Board of Directors strongly endorses the Eisenhower Avenue Transportation Improvements Project and urges the Traffic & Parking Board to recommend approval of the staff recommendation.

Thank you for your consideration.

Sincerely,

David Kaplan, ATC Board of Directors, Chair



ATC Board Agenda Detail

Item #: 4a

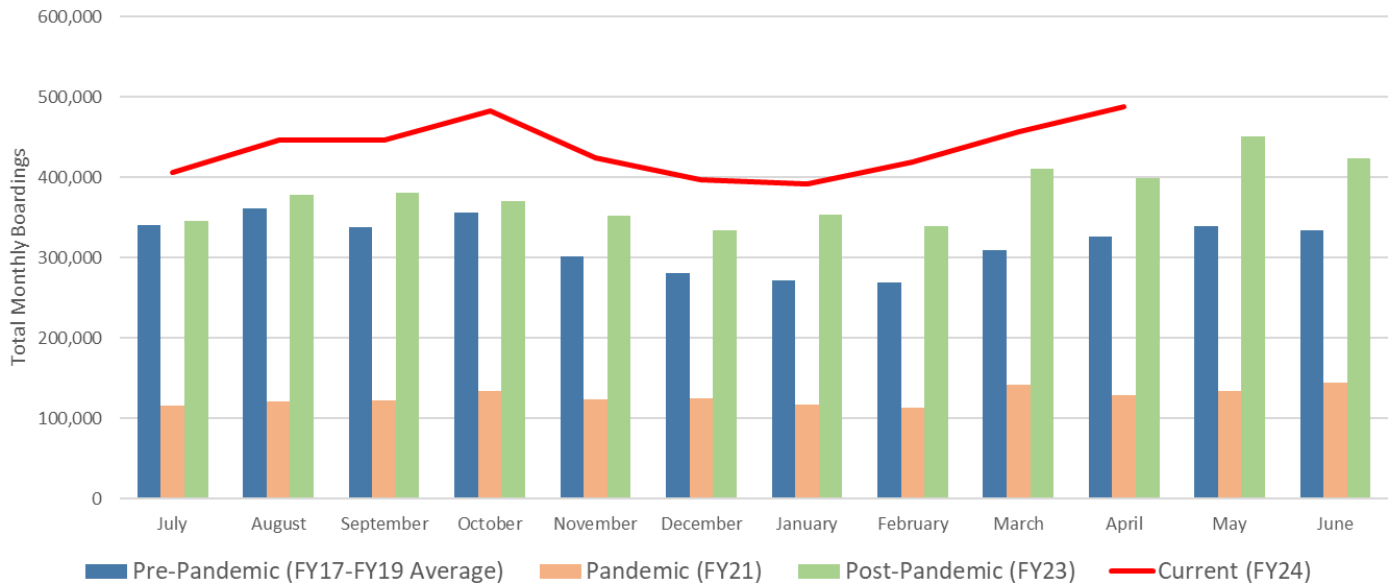
Item Title: Ridership Update

Contact: Josh Baker, General Manager

Board Action: FYI



DASH Monthly Ridership Trends (FY 2017 - FY2024)



ATC Board Agenda Detail

Item #: 4b
Item Title: Transit Management Services Contract Extension
Contact: Josh Baker, General Manager
Board Action: Consideration of Approval



Work is ongoing to establish the new Transit Management Services Advisory Contract however due to the various layers of review required a new timeline has been approved by the committee.

The Board is asked to approve a short-term extension of the current contract to allow sufficient time to draft the new agreement.

The revised timeline is as follows:

June 2024 – Contract Extension Approval
July 2024 – August 2024 – New Contract drafted
September 2024 – Board considers approval of new Contract
October 1, 2024 – New Contract effective date

CONTRACT EXTENSION AND AMENDMENT AGREEMENT

This CONTRACT EXTENSION AND AMENDMENT AGREEMENT (the "Second Amendment") is dated as of June 12, 2024, (the "Effective Date"), by and between the Alexandria Transit Company, a Virginia corporation ("ATC") and First Transit, Inc., a Delaware corporation ("First Transit," and collectively, the "Parties").

WHEREAS the Parties entered into an Amended and Restated Transit Management Services Agreement on December 2, 2019 (the "Agreement"); and

WHEREAS the Parties entered into a Contract Extension and Amendment Agreement to run from July 1, 2023 through June 30, 2024 (the "Extension Term"); and

WHEREAS, the Parties desire to extend the Agreement further;

NOW THEREFORE, in consideration of the mutual covenants contained herein, ATC and First Transit mutually covenant and agree as follows:

1. **Term.** The term of the Agreement shall be extended from June 30, 2024 to the new expiration date of September 30, 2024.

Except as amended herein, all other terms and conditions of the Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have executed this Amendment the day and year first written above.

FIRST TRANSIT, INC.

ALEXANDRIA TRANSIT COMPANY

Signed: _____

Signed: _____

By: _____

By: _____

Title: _____

Title: _____

ATC Board Agenda Detail

Item #: 4c
Item Title: FY 2025 Budget
Contact: Josh Baker, General Manager
Board Action: Consideration of Approval



As presented at the May 8th ATC Board Meeting, the General Manager's proposed FY2025 budget is provided for consideration.

General Manager's Proposed Budget

The General Manager's final proposed budget for FY2025 incorporates the following adjustments from the approved current services budget:

- Service levels for Line 104 are fully restored
- Liability Insurance costs are reduced based on final quotes
- Fringe Benefits reduced across the board based on final renewal quotes from healthcare providers
- Personnel department shifts as "Facilities Maintenance" reorganization now incorporates positions of Facilities Manager and IT personnel (previously under Admin)
- Minor scale adjustments to account for attrition since submission of Current Services
- Adjustments to account for increased Commuter Benefits costs
- Cost savings from insurance and healthcare renewals were redistributed to professional development initiatives, including training and employee recognition, which had seen funding reduced in the past several fiscal years

Board Action: Consideration of Approval

Alexandria Transit Company

Fiscal Year 2025 General Manager's Current Services Draft Budget

Contingent Upon ATC Board Approval

	FY25 GM's Proposed Board Budget	FY25 Current Services	GM Budget vs Current Services	FY24 Board Approved Budget
Revenue				
REVENUE				
City Contribution - DASH Operating	32,872,921	32,692,921	180,000	28,480,971
City Contribution - King Street Trolley	1,560,582	1,560,582	-	1,128,400
Virginia TRIP Program	-	-	-	1,782,577
Passenger Revenue	-	-	-	-
Charters	130,000	130,000	-	-
Advertising	153,700	153,700	-	250,000
Miscellaneous Revenue	60,000	60,000	-	60,000
TOTAL REVENUE	\$ 34,777,203	\$ 34,597,203	\$ 180,000	\$ 31,701,948
YoY Difference				\$ 3,075,255
% YoY Difference				9.7%
EXPENSES				
	FY25 GM's Proposed Board Budget	FY25 Current Services	GM Budget vs Current Services	FY24 Board Approved Budget
Administration				
Wages	2,774,700	2,869,600	(94,900)	2,462,300
Fringe Benefits	371,090	392,890	(21,800)	349,954
Payroll Taxes	212,400	219,600	(7,200)	194,000
Retirement Costs	222,400	230,000	(7,600)	203,100
Facilities Maintenance (Personnel)	468,400	153,800	314,600	N/A
Facilities Maintenance (Non-Personnel)	271,000	271,000	-	334,200
Insurance	943,868	999,604	(55,736)	990,800
Professional Services	1,002,300	997,500	4,800	1,106,900
Utilities	444,889	444,889	-	345,298
Telecommunications	116,000	116,000	-	122,000
Printing & Advertising	65,500	65,500	-	76,500
Training, Travel, Events	56,650	53,000	3,650	53,000
Office Equipment & Supplies	126,400	126,400	-	126,400
Employee Recognition	34,783	14,700	20,083	14,700
Dues and Subscriptions	23,000	23,000	-	23,000
Grant Local Match (DRPT Grants)	15,000	15,000	-	74,000
Total Administration Expenses	\$ 7,148,380	\$ 6,992,483	\$ 155,897	\$ 6,476,152
	FY25 GM's Proposed Board Budget	FY25 Current Services	GM Budget vs Current Services	FY24 Board Approved Budget
Maintenance				
Wages	3,168,800	3,190,200	(21,400)	2,685,270
Fringe Benefits	507,700	529,600	(21,900)	406,980
Payroll Taxes	238,100	239,700	(1,600)	202,860
Retirement Costs	248,900	250,600	(1,700)	211,300
Fuel and Lubricants	2,206,624	2,217,449	(10,825)	2,428,146
Repair Parts & Supplies	1,433,500	1,416,638	16,862	892,600
Maintenance Services	288,900	288,900	-	345,540
Training and Travel	20,000	20,000	-	20,000
Total Maintenance Expenses	\$ 8,112,524	\$ 8,153,087	\$ (40,563)	\$ 7,192,696
	FY25 GM's Proposed Board Budget	FY25 Current Services	GM Budget vs Current Services	FY24 Board Approved Budget
Operations				
Wages	14,419,799	14,269,633	150,166	13,382,500
Fringe Benefits	2,573,400	2,653,900	(80,500)	2,274,700
Payroll Taxes	1,079,400	1,079,400	-	1,000,300
Retirement Costs	1,128,700	1,128,700	-	1,046,100
Operating Materials and Supplies	38,950	45,000	(6,050)	45,000
Operator Training	38,500	40,000	(1,500)	40,000
Training and Travel	47,550	45,000	2,550	45,000
Total Operations Expenses	\$ 19,326,299	\$ 19,261,633	\$ 64,666	\$ 17,833,600
Capital Outlay	\$ 190,000	\$ 190,000	\$ -	\$ 199,500
TOTAL	\$ 34,777,203	\$ 34,597,203	\$ 180,000	\$ 31,701,948
Surplus/(Deficit)	\$ -	\$ -		\$ -
YoY Difference				\$ 3,075,255
% YoY Difference				9.7%

ATC Board Agenda Detail**Item #:** 4d, 4e**Item Title:** Collective Bargaining Update, SUN Conference Update**Contact:** Josh Baker, General Manager**Board Action:** FYI

The General Manager will provide a brief update on the progress of the Collective Bargaining Process for the Maintenance department at DASH.

Raymond Mui will provide a brief update regarding the forthcoming SUN Conference hosted by DASH August 14-16, 2024.

ATC Board Agenda Detail

Item #: 4f

Item Title: Resolution for Support for EPA Clean Heavy-Duty Vehicle Program Application

Contact: Raymond Mui, Chief Infrastructure & Development Officer

Board Action: Consideration of Approval



MEMORANDUM

DATE: June 12, 2024

TO: ATC Board of Directors

FROM: Raymond Mui, Chief Infrastructure and Development Officer

SUBJECT: Board Resolution of Support for EPA Clean Heavy Duty Vehicle Program Application

Item Summary

DASH is planning to apply for grant funding through the [Environmental Protection Agency's \(EPA\) Clean Heavy-Duty Vehicles Grant Program](#). This grant would provide up to \$1.59 Million in Federal capital funding for the conversion of up to six (6) planned replacement buses from conventional diesel to battery electric, as well as any associated equipment.

Board Action Requested:

Staff is requesting the Board adoption of the attached resolution in support of DASH's application for the EPA's Clean Heavy-Duty Vehicles Grant Program.

Project Description:

The project continues the support of the DASH fleet electrification policy and goals set forth by the ATC Board to convert to a fully Zero Emissions fleet by the year 2037. In FY26, there are seven (7) buses scheduled to be replaced in order to maintain fleet state of good repair (SGR). As it stands, these buses would need to be purchased as majority clean diesel buses due to funding limitations and our requirement to maintain SGR. The proposed project would secure new Federal funding through the EPA CHDV program to enable DASH to purchase up to six (6) of the FY26 replacement buses as Battery Electric buses, expediting our fleet conversion towards zero emissions. We are unable to pursue all seven (7) buses for this program due to insufficient local match funds. This program is only eligible for replacement buses that were already funded.

Grant Funding Request:

DASH intends to submit for a total project amount of up to \$1.59 Million for the project. This is the maximum amount permissible by the program based on program guidelines and a per-vehicle funding cap, accounting for the possible maximum of six (6) buses.

Eligible activities and costs for the 2024 Clean Heavy-Duty Vehicles grant program include:

- Incremental cost of replacing a non-zero-emission Class 6/7 heavy-duty vehicle with an eligible Class 6/7 zero-emission vehicle. (cap of \$265,000 per vehicle)

Fiscal Impact:

The total project capital cost is estimated to be up to \$7.8 Million for the purchase of six (6) battery electric buses. If awarded, the CHDV program would provide a Federal share of \$1.59 Million. The local share is \$6.2M which is identified as FY26 Bus Replacement Funds in the Capital Improvement Program (CIP).



RESOLUTION TO SUPPORT PROPOSED APPLICATION FOR THE EPA CLEAN HEAVY-DUTY VEHICLES (CHDV) PROGRAM

RESOLUTION # 24-06

WHEREAS, the Inflation Reduction Act invests \$1 billion to replace existing non-zero-emission heavy-duty vehicles with zero-emission vehicles, support zero-emission vehicle infrastructure, and to train and develop workers; and

WHEREAS, the purpose of the Clean Heavy-Duty Vehicles Program is to support zero-emission vehicle adoption and deployment by making up to \$932 million in funds available for investments and improvements in zero-emission vehicle refueling infrastructure, workforce development and training, and project implementation costs; and

WHEREAS, the Board of Directors of the Alexandria Transit Company (ATC), hereafter referred to as “the Board” supports DASH’s application for an allocation of up to \$1,590,000 in Federal Funds through the EPA CHDV Program for DASH; and

WHEREAS, if awarded the full Federal amount up to \$1,590,000, DASH and the City of Alexandria commits up to \$6,210,000 in local support in FY 2025 to convert up to 6 replacement buses to Zero Emissions; and

WHEREAS, the Board commits to support the transition of the DASH fleet to 100% zero emissions buses by the year 2037 in support of the City’s Eco-City Initiative, Environmental Action Plan 2040, and ATC’s Zero Emissions Transition Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF DIRECTORS OF THE
ALEXANDRIA TRANSIT COMPANY:

1. The Board supports DASH's application for an allocation of up to \$1.59 Million through the Environmental Protection Agency's (EPA) Clean Heavy-Duty Vehicles Grant Program; and
2. The Board is fully committed to ensure that all terms and requirements of a resulting grant agreement shall be fully satisfied and complied.

The Alexandria Transit Company certifies that the funds shall be used in accordance with the requirements of Section 58.1-638.A.4 of the Code of Virginia, that the records of receipts of expenditures of funds granted the Alexandria Transit Company may be subject to audit by the Environmental Protection Agency and by the State Auditor of Public Accounts, and that funds granted to the Alexandria Transit Company for defraying the expenses of the Alexandria Transit Company shall be used only for such purposes as authorized in the Code of Virginia. The undersigned duly qualified and acting Chair of the Alexandria Transit Company certifies that the foregoing is a true and correct copy of a Resolution, adopted at a legally convened meeting of the Alexandria Transit Company held on the Twelfth day of June 2024.

Matt Harris, Acting Chair
Alexandria Transit Company

ATTEST:

Beth Reveles, Secretary of the Board
Alexandria Transit Company
6/12/2024

ATC Board Agenda Detail

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



Financial Results Through the Month Ending April 30, 2024

Through April 2024, ATC experienced a year-to-date deficit of (\$17,149) and we are now projecting a balanced budget at year-end.

Items of Note:

- **Measures to Control Discretionary Spending** have remained in place to ensure a balanced year-end budget. We are evaluating deferred small capital needs and anticipate completing several before year-end.
- Projections remain conservative to hedge against any unforeseen expenses in the final months of the fiscal year.
- Staff remain confident that steps taken to address the deficit projected earlier in the fiscal year have been instrumental in achieving the forecasted balance budget at year-end.

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 April 30, 2024

ASSETS

Cash - City of Alexandria Pooled	\$ (1,258,534)
Cash - Payroll Account	(839,246)
Due from Other Governments	-
Receivables	-
Prepaid Expenditures	231,537
Parts and Supplies Inventory	1,050,814
Capital Assets	67,446,679
Less: Accumulated Depreciation	(35,789,449)
TOTAL ASSETS	<u>\$ 30,841,801</u>

LIABILITIES

Accounts Payable	\$ 181,825
Payroll Liabilities	29,559
Accrued Vacation	1,260,196
Deferred Revenue	-
Total Liabilities	<u>\$ 1,471,580</u>

NET POSITION

Net Investment in Capital Assets	\$ 31,657,230
Unrestricted	(2,287,009)
Total Net Position	<u>\$ 29,370,221</u>

TOTAL LIABILITIES AND NET POSITION	<u>\$ 30,841,801</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 April 30, 2024

	Actual	Budget	Variance	FY2024 Projected	FY2024 Annual Budget	Variance
REVENUES:						
Passenger Revenue	-	-	-	-	-	-
Charter Revenue	63,343	-	63,343	63,343	-	63,343
Advertising Revenue	88,636	187,500	(98,864)	114,284	250,000	(135,716)
Miscellaneous Revenue	76,672	50,000	26,672	86,672	60,000	26,672
Total Operating Revenue	228,652	237,500	(8,848)	264,299	310,000	(45,701)
Virginia TRIP Program	521,839	521,839	-	1,782,577	1,782,577	
City Contribution - King Street Trolley	940,330	940,333	(3)	1,128,399	1,128,400	(1)
City Contribution - Regular Subsidy	23,734,140	23,734,143	(3)	28,480,970	28,480,971	(1)
Fall SAO for CBA	639,223	639,223	-	639,223	639,223	-
Total Revenue	26,064,184	26,073,038	(8,854)	32,295,468	32,341,171	(45,703)
EXPENDITURES:						
Operations	14,826,252	15,058,317	232,064	18,435,515	18,611,500	175,985
Maintenance	6,057,776	5,824,811	(232,964)	7,404,428	7,169,519	(234,909)
Administration	5,158,978	5,200,206	41,227	6,371,616	6,360,652	(10,965)
Capital Outlay	38,327	37,637	(690)	77,676	199,500	121,824
Total Expenditures	26,081,333	26,120,970	39,637	32,289,236	32,341,171	51,935
Net Surplus (Deficit)	(17,149)	(47,933)	30,783	6,232	-	6,232

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



ALEXANDRIA TRANSIT COMPANY Summary Income Statement for the Month Ended April 30, 2024

Budget vs Actual

Description	Mar Actuals	Mar	Variance	YTD Actuals	YTD Forecast	Variance	FY 24 Projected	FY 24 Budget	Variance
REVENUE									
Passenger Revenue	-	-	-	-	-	-	-	-	-
Other Charter Revenue	16,016	-	16,016	63,343	-	63,343	63,343	-	63,343
Advertising Revenue	3,453	-	3,453	88,636	187,500	(98,864)	114,284	250,000	(135,716)
Miscellaneous Revenue	5,734	5,000	734	76,672	50,000	26,672	86,672	60,000	26,672
TOTAL OPERATING REVENUE	25,204	5,000	20,204	228,652	237,500	(8,848)	264,299	310,000	(45,701)
Virginia TRIP Program	521,839	521,839	-	521,839	521,839	-	1,782,577	1,782,577	-
City Contribution - Regular Subsidy	2,373,414	2,373,414	(0)	23,734,140	23,734,143	(3)	28,480,970	28,480,971	(1)
City Contribution - King Street Trolley	94,033	94,033	(0)	940,330	940,333	(3)	1,128,399	1,128,400	(1)
Fall SAO for CBA	-	-	-	639,223	639,223	-	639,223	639,223	-
TOTAL REVENUE	3,014,490	2,994,287	20,203	26,064,184	26,073,038	(8,854)	32,295,468	32,341,171	(45,703)
OPERATING EXPENDITURES									
OPERATIONS									
Wages - O	1,010,608	976,472	(34,135)	9,857,411	10,229,190	371,779	12,355,349	12,718,600	363,251
Overtime - O	95,561	100,796	5,235	1,401,576	1,055,432	(346,144)	1,682,576	1,304,500	(378,076)
Fringe Benefits - O	164,261	191,083	26,822	1,769,315	1,910,833	141,519	2,151,481	2,293,000	141,519
Payroll Taxes - O	85,184	83,471	(1,713)	866,686	873,185	6,498	1,072,102	1,078,600	6,498
Retirement Contributions - O	83,755	83,861	106	873,251	878,844	5,593	1,095,966	1,086,800	(9,166)
Total Operations Personnel	1,439,368	1,435,683	(3,685)	14,768,239	14,947,483	179,245	18,357,474	18,481,500	124,026
Operating Materials and Supplies	913	3,750	2,837	11,061	37,500	26,439	18,561	45,000	26,439
Operator Training	2,110	3,333	1,223	21,194	33,333	12,139	26,394	40,000	13,606
Training and Travel - O	1,558	2,500	942	25,759	40,000	14,241	33,087	45,000	11,913
TOTAL OPERATIONS EXPENDITURES	1,443,949	1,445,267	1,318	14,826,252	15,058,317	232,064	18,435,515	18,611,500	175,985
MAINTENANCE									
Wages - M	173,933	204,408	30,475	1,902,147	2,142,483	240,337	2,409,363	2,649,699	240,337
Overtime - M	13,158	10,112	(3,046)	102,350	105,996	3,646	127,453	131,100	3,646
Fringe Benefits - M	29,306	33,915	4,609	315,893	339,150	23,257	399,317	406,980	7,663
Payroll Taxes - M	14,062	16,091	2,030	151,981	168,715	16,734	191,966	208,700	16,734
Retirement Contributions - M	14,516	16,837	2,321	153,291	176,499	23,208	193,868	218,300	24,432
Total Maintenance Personnel	244,975	281,363	36,388	2,625,661	2,932,843	307,182	3,321,967	3,614,779	292,812
Fuel & Lubricants	140,727	131,733	(8,994)	1,709,460	1,552,400	(157,060)	2,024,644	1,952,400	(72,243)
Repair Parts & Supplies	82,608	74,383	(8,224)	1,032,024	743,833	(288,191)	1,212,024	892,600	(319,424)
Maintenance Services	14,840	28,795	13,955	296,024	287,950	(8,074)	347,614	345,540	(2,074)
Building Maintenance	48,279	26,541	(21,738)	388,078	291,118	(96,960)	489,151	344,200	(144,951)
Training and Travel - M	20	1,667	1,647	6,529	16,667	10,138	9,029	20,000	10,971
TOTAL MAINTENANCE EXPENDITURES	531,449	544,483	13,033	6,057,776	5,824,811	(232,964)	7,404,428	7,169,519	(234,909)
ADMINISTRATION									
Wages - A	191,447	205,991	14,544	2,189,653	2,154,614	(35,039)	2,715,653	2,661,300	(54,353)
Fringe Benefits - A	27,753	29,163	1,410	309,043	291,628	(17,415)	367,369	349,954	(17,415)
Payroll Taxes - A	14,275	15,723	1,448	163,048	164,692	1,644	201,956	203,600	1,644
Retirement Contributions - A	14,266	16,465	2,199	173,864	172,459	(1,405)	215,944	213,200	(2,744)
Total Administrative Personnel	247,741	267,342	19,601	2,835,608	2,783,394	(52,214)	3,500,922	3,428,054	(72,868)
Insurance	77,372	82,567	5,195	748,719	825,667	76,948	903,463	990,800	87,337
Professional Services	115,600	92,242	(23,358)	887,185	922,417	35,232	1,117,785	1,106,900	(10,885)
Utilities	34,028	28,775	(5,253)	334,352	287,748	(46,604)	411,552	345,298	(66,254)
Telecommunications	5,601	10,167	4,566	85,983	101,667	15,684	106,316	122,000	15,684
Printing & Advertising	1,089	6,375	5,286	49,921	63,750	13,829	70,171	76,500	6,329
Training, Travel, Events	1,342	3,111	1,769	46,951	46,778	(174)	49,451	53,000	3,549
Office Equipment and Supplies	3,042	10,533	7,492	62,545	105,333	42,788	80,756	126,400	45,644
Employee Recognition	1,201	-	(1,201)	26,355	14,700	(11,655)	26,355	14,700	(11,655)
Dues and Subscriptions	675	1,917	1,242	14,819	19,167	4,348	18,652	23,000	4,348
Grant Local Match	(17)	-	17	66,539	29,586	(36,953)	86,192	74,000	(12,192)
TOTAL ADMIN EXPENDITURES	487,673	503,028	15,355	5,158,978	5,200,206	41,227	6,371,616	6,360,652	(10,965)
CAPITAL OUTLAYS (non-CIP)									
Computer and Office Equipment	-	-	-	690	-	(690)	690	-	(690)
Maintenance Equipment	-	-	-	-	-	-	-	63,000	63,000
Other Equipment Investments	-	-	-	37,637	37,637	-	76,986	136,500	59,514
TOTAL CAPITAL OUTLAYS (non-CIP)	-	-	-	38,327	37,637	(690)	77,676	199,500	121,824
TOTAL OPERATING EXPENDITURES	2,463,071	2,492,777	29,706	26,081,333	26,120,970	39,637	32,289,236	32,341,171	51,935
NET SURPLUS (DEFICIT)	551,419	501,510	49,909	(17,149)	(47,933)	30,783	6,232	-	6,232

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 April 30, 2024
With Application of I-395 Reimbursements

Description	Jul	Aug	Sep*	Oct	Nov	Dec	Jan	Feb	Mar*	Apr	May	Jun*	FY 24 Projected	FY 24 Budget	Variance
REVENUE															
Passenger Revenue	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Other Charter Revenue	374	-	18,107	2,701	7,393	8,776	-	6,403	3,572	16,016	-	-	63,343	-	63,343
Advertising Revenue	1,727	19,218	1,727	-	1,727	26,880	1,727	30,452	1,727	3,453	23,921	1,727	114,294	250,000	(135,716)
Miscellaneous Revenue	5,485	5,253	2,407	-	8,452	11,185	14,128	11,073	12,955	5,734	5,000	5,000	86,672	60,000	26,672
TOTAL OPERATING REVENUE	7,586	24,471	22,241	2,701	17,572	46,841	15,855	47,928	18,254	25,204	28,921	6,727	264,299	310,000	(45,701)
Virginia TRIP Program	-	-	-	-	-	-	-	-	-	521,839	-	1,260,738	1,782,577	1,782,577	-
City Contribution - Regular Subsidy	2,373,414	2,373,414	2,373,414	2,373,414	2,373,414	2,373,414	2,373,414	2,373,414	2,373,414	2,373,414	2,373,414	2,373,414	28,480,970	28,480,971	(1)
City Contribution - King Street Trolley	94,033	94,033	94,033	94,033	94,033	94,033	94,033	94,033	94,033	94,033	94,033	94,033	1,128,399	1,128,400	(1)
Fall SAO for CBA	-	-	-	-	-	-	639,223	-	-	-	-	-	639,223	639,223	-
TOTAL REVENUE	2,475,033	2,491,918	2,489,688	2,470,148	2,485,019	2,514,288	3,122,525	2,515,375	2,485,701	3,014,490	2,496,368	3,734,916	32,295,468	32,341,171	(45,703)
OPERATING EXPENDITURES															
OPERATIONS															
Wages - O	468,212	975,416	1,365,080	947,821	864,990	860,493	1,010,062	940,688	1,414,040	1,010,608	985,000	1,512,938	12,355,349	12,718,600	363,251
Overtime - O	80,286	179,950	256,782	170,068	166,302	136,102	112,787	82,763	120,977	95,561	116,000	165,000	1,682,576	1,304,500	(378,076)
Fringe Benefits - O	183,862	175,040	132,937	164,440	158,192	361,829	73,769	207,261	147,724	164,261	191,083	191,083	2,151,481	2,293,000	141,519
Payroll Taxes - O	41,648	87,513	122,952	85,041	78,764	78,896	87,407	78,896	122,167	85,184	83,471	121,944	1,072,102	1,078,600	6,498
Retirement Contributions - O	42,017	91,853	125,146	85,441	78,051	78,994	90,026	78,727	119,242	83,755	88,480	134,235	1,095,966	1,086,800	(9,166)
Total Operations Personnel	816,025	1,509,772	2,002,898	1,452,812	1,346,298	1,514,531	1,374,051	1,388,335	1,924,150	1,439,368	1,464,034	2,125,200	18,337,474	18,481,500	124,026
Operating Materials and Supplies	230	437	1,006	3,830	(673)	3,071	198	5	2,044	913	3,750	3,750	18,561	45,000	26,439
Operator Training	2,303	3,814	2,814	1,586	2,302	1,734	1,560	1,530	1,440	2,110	2,600	2,600	26,394	40,000	13,606
Training and Travel - O	2,547	5,101	5,773	3,679	1,239	894	306	295	4,367	1,558	2,500	4,828	33,087	45,000	11,913
TOTAL OPERATIONS EXPENDITURES	821,105	1,519,124	2,012,491	1,461,906	1,349,167	1,520,230	1,376,115	1,390,165	1,932,001	1,443,949	1,472,884	2,136,378	18,435,515	18,611,500	175,985
MAINTENANCE															
Wages - M	97,294	168,088	272,362	188,875	175,721	185,528	185,414	180,837	274,094	173,933	204,408	302,807	2,409,363	2,649,699	240,337
Overtime - M	4,380	13,584	14,285	8,802	12,467	9,071	4,749	10,531	11,322	13,158	10,112	14,992	127,453	131,100	3,646
Fringe Benefits - M	32,096	28,730	29,751	28,322	28,958	28,960	31,140	52,284	26,346	29,306	41,712	41,712	399,317	406,980	7,663
Payroll Taxes - M	7,655	13,669	21,566	14,881	14,155	14,645	14,306	14,398	22,644	14,062	16,091	23,894	191,966	208,700	16,734
Retirement Contributions - M	8,134	14,235	21,279	14,588	14,503	15,003	14,985	14,886	21,162	14,516	16,353	24,225	193,868	218,300	24,432
Total Maintenance Personnel	149,559	238,306	359,243	255,468	245,804	263,208	250,594	272,935	355,568	244,975	288,676	407,630	3,321,967	3,614,779	292,812
Fuel & Lubricants	175,247	217,029	217,444	177,696	175,356	166,189	138,386	126,089	175,296	140,727	157,592	157,592	2,024,644	1,952,400	(72,243)
Repair Parts & Supplies	75,635	130,256	141,357	152,535	20,828	170,153	72,021	104,644	81,988	82,608	90,000	90,000	1,212,024	892,600	(319,424)
Maintenance Services	16,868	56,826	48,500	45,349	85,810	(56,074)	14,359	36,564	14,840	25,795	25,795	25,795	347,614	345,540	(2,074)
Building Maintenance	19,942	40,628	42,025	55,514	45,709	26,534	42,247	33,331	33,968	48,279	63,473	37,600	489,151	344,200	(144,951)
Training and Travel - M	1,035	984	567	1,577	1,835	5	119	387	387	20	2,500	-	9,029	20,000	10,971
TOTAL MAINTENANCE EXPENDITURES	438,286	684,029	809,136	688,140	675,443	560,015	517,727	573,563	679,988	531,449	628,036	718,617	7,404,428	7,169,519	(234,909)
ADMINISTRATION															
Wages - A	110,922	192,446	333,484	196,761	229,040	218,389	221,714	198,223	297,228	191,447	215,000	311,000	2,715,653	2,661,300	(54,353)
Fringe Benefits - A	26,536	28,499	29,832	29,718	28,197	31,225	33,248	41,967	32,070	27,753	29,163	29,163	367,369	349,954	(17,415)
Payroll Taxes - A	8,332	14,473	25,120	14,928	17,252	15,094	15,533	14,925	23,117	14,275	15,723	23,185	201,956	203,600	1,644
Retirement Contributions - A	9,375	17,127	24,862	16,372	17,282	17,978	17,054	16,514	23,034	14,266	17,200	24,880	215,944	213,200	(2,744)
Total Administrative Personnel	155,164	252,544	413,298	257,779	291,771	282,685	287,548	272,628	375,449	247,741	277,086	388,227	3,500,922	3,428,054	(72,868)
Insurance	72,441	77,372	77,372	70,682	70,682	223,048	(74,994)	77,372	77,372	77,372	77,372	77,372	903,463	990,800	87,337
Professional Services	56,087	75,782	107,054	74,078	80,155	86,221	61,610	84,431	146,166	115,600	115,300	115,300	1,117,785	1,106,900	(10,885)
Utilities	25,636	24,983	29,316	31,033	3,515	57,231	46,832	39,067	42,710	34,028	38,600	38,600	411,552	345,298	(66,254)
Telecommunications	6,400	8,681	4,822	9,843	6,498	9,342	6,358	19,131	9,308	5,601	10,167	10,167	106,316	122,000	15,684
Printing & Advertising	1,813	8,376	1,572	19,110	844	(3,439)	9,568	9,899	1,089	1,089	6,375	13,875	70,171	76,500	6,329
Training, Travel, Events	8,019	10,550	9,753	10,874	2,396	1,772	1,520	379	346	1,342	2,500	-	49,451	53,000	3,549
Office Equipment and Supplies	8,103	6,010	30,338	2,787	7,485	3,290	4,418	(6,017)	3,090	3,042	9,105	9,105	80,756	126,400	45,644
Employee Recognition	-	11,718	4,039	5,589	129	1,869	274	(856)	2,393	1,201	-	-	26,355	14,700	(11,655)
Dues and Subscriptions	1,423	630	3,698	6,676	(7,327)	1,507	4,521	8,917	(5,903)	675	1,917	1,917	18,652	23,000	4,348
Grant Local Match	-	29,621	-	3,655	-	-	723	-	32,557	(17)	-	19,653	86,192	74,000	(12,192)
TOTAL ADMIN EXPENDITURES	335,087	506,268	681,263	492,106	456,147	663,526	348,380	503,952	684,577	487,673	538,422	674,216	6,371,616	6,360,652	(10,965)
CAPITAL OUTLAYS (non-CIP)															
Computer and Office Equipment	-	-	673	17	-	-	-	-	-	-	-	-	690	63,000	(690)
Maintenance Equipment	-	-	-	-	-	-	-	-	-	-	-	-	-	63,000	63,000
Other Equipment Investments	-	-	-	37,637	-	-	-	-	-	-	3,692	35,657	76,986	136,500	59,514
TOTAL CAPITAL OUTLAYS (non-CIP)	-	-	673	37,654	-	-	-	-	-	-	3,692	35,657	77,676	199,500	121,824
TOTAL OPERATING EXPENDITURES	1,594,479	2,709,421	3,503,562	2,679,806	2,380,756	2,743,771	2,242,221	2,467,681	3,296,566	2,463,071	2,643,034	3,564,869	32,289,236	32,341,171	51,935
NET SURPLUS (DEFICIT)	880,554	(217,503)	(1,013,874)	(209,658)	104,262	(229,482)	880,304	47,695	(810,865)	551,419	(146,666)	170,047	6,232	-	6,232

ATC Board Agenda Detail

Item #: 6
Item Title: Executive Session
Board Action: Discussion/Approval



**Consideration of Convening an Executive Session for the Purpose of Discussing Personnel Matters,
pursuant to Section 2.2-3711 (A1) of the Code of Virginia.**

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, September 11, 2024, at 5:30pm at the DASH Facility.

Consider Adjournment