



# Alexandria Transit Company Board of Directors Meeting



Wednesday, May 10, 2017

5:30 p.m.

Alexandria City Hall: City Council Workroom - #2410

## Meeting Agenda

<b>#1</b>	<b>Public Comment</b>	
<b>#2</b>	<b>Consideration of Meeting Minutes Approval</b> April 12, 2017	All
<b>#3</b>	<b>Chairman's Report</b>	Paul Abramson Chairman
<b>#4</b>	<b>T&amp;ES Directors Report</b>	Yon Lambert Director, T&ES
<b>#5</b>	<b>DASH General Managers Report</b> a) Management Report b) Monthly Performance Report c) Operating Report d) Fiscal Reports	Josh Baker General Manager
<b>#6</b>	<b>Final Action on the 2018 Transit Development Program (TDP)</b> Consideration of Approval	All
<b>#7</b>	<b>New Business</b> a) DASH Organizational Structure b) Board Retreat Facilitation Plan c) Students Ride Free and DOT Eligible Ride Free Program Concept	All
<b>#8</b>	<b>Old Business</b> a) Hybrid vs. Clean Diesel Capital Discussion	Josh Baker General Manager
<b>#9</b>	<b>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</b>	Paul Abramson Chairman
<b>#10</b>	<b>Next Meeting Date &amp; Adjournment</b> The Next Regular Board Meeting will be Wednesday, June 14th, 2017 at 5:30pm City Hall OPA AlexStat & REA Conference Room 3008  Consider Adjournment	All



## **ATC Board Agenda Detail**

**Agenda Item #:** 2  
**Item Title:** April 12, 2017 Minutes  
**Contacts:** Fatima Ahmed  
**Attachments:** None  
**Customer Impact:** None  
**Board Action:** Consideration of Approval

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### **ALEXANDRIA TRANSIT COMPANY BOARD OF DIRECTORS MINUTES**

The Chairman convened the regular monthly meeting of the Alexandria Transit Company Board of Directors at 5:35 p.m. on Wednesday, April 12, 2017, in City Hall, City Council Workroom 2410.

#### **MEMBERS PRESENT**

Paul Abramson, Chairman  
David Kaplan  
Stephen Klejst  
Yon Lambert  
Richard Lawrence  
Meredith MacNab  
Laura Triggs

#### **MEMBERS ABSENT**

Chieko Clarke  
Kerry Donley

#### **ATC OFFICERS AND STAFF PRESENT**

Josh Baker, General Manager/CEO  
Raymond Mui, Assistant General Manager  
Rick Baldwin, Director of Safety & Training  
John Lanocha, Director of Maintenance  
Lorenza Myers, Director of Operations  
Justin Isbell, Transit Analyst  
Martin Barna, Senior Scheduler/Planner  
Fatima Ahmed, Secretary

#### **OTHERS PRESENT**

Carrie Sanders, T&ES  
Allan Fye, T&ES  
Alicia Wright, T&ES  
Alyssa Ha, OMB  
Alexis Quinn, CMO  
Cheryl Anne Colton, RPCA/Office of the Arts  
Wendi R. Kaplan, City of Alexandria Poet Laureate  
F. Jane Cotton, Winning Poet  
Betty Jo Middleton, Winning Poet  
Michelle Berberet, Winning Poet  
Susan Behnke, Winning Poet  
Sandra Pinel, City of Alexandria Resident  
Howard Middleton, City of Alexandria Resident  
Robert MacNab, City of Alexandria Resident



### **Public Comment**

The Chairman opened the public comment period and recognized one speaker, Ms. Sandra Pinel, Resident of the City of Alexandria. Ms. Pinel requested changes between Van Dorn Street Metro Station and Eisenhower Avenue Station due to scheduling challenges. Ms. Pinel offered routing suggestions from Braddock Road Metro Station to King Street Station. The Chairman thanked Ms. Pinel for her comments.

### **Readings by DASHing Words in Motion Poets**

The Chairman recognized Ms. Cheryl Anne Colton, Regional Program Director, Recreation, Parks and Cultural Activities (RPCA), Office of the Arts. Ms. Colton spoke about the collaborative project between RPCA and ATC, "DASHing Words in Motion." The City of Alexandria's Poet Laureate and the winning poets read their poems.

### **Consideration of the Minutes of the March 8, 2017 Minutes**

Minutes from the March 8, 2017 regular monthly meeting were presented for approval. Upon a motion by Mr. Klejst, seconded by Mr. Lambert, the minutes were approved as written.

### **Report of the ATC Nominating Committee and the Election of Officers.**

The Chairman reported that the Board members were approved at the Stockholders meeting on March 14, 2017. Mr. Lambert and Ms. MacNab, of the ATC Nominating Committee, submitted the recommendations for the slate of officers to the Board. On a motion by Ms. Triggs, seconded by Ms. MacNab, the Board unanimously approved the slate as presented.

### **Chairman's Report**

The Chairman reported to the Board that he, Mr. Baker and Ms. Triggs discussed the next phase of the Board Retreat and governance discussions. Mr. Abramson stated that Mr. Dave Jensen, Mr. James Stockmal and Mr. Michael Noel will provide proposals for consideration. A recommendation will be presented to the Board, followed by scheduling phase two of the Board Retreat.

The Chairman reminded the Board that DASH's Annual Employee Safety Awards Banquet will be held on Saturday, April 29, 2017, and encouraged all members to attend.

### **T&ES Director's Report**

Mr. Lambert shared in advance a written update with the Board on the end of Safe Track Surge 13 and moving in to Safe Track Surge 14 next week. Mr. Lambert welcomed any questions on the report. Mr. Lambert provided an update on the King Street Metro Station improvements. Mr. Lambert will provide the Board with a link to the project improvements.



**DASH General Manager's Report**

Mr. Baker reported that the organizational structure will be presented to the Board at the next Board meeting. Mr. Baker stated an improvement implemented through the restructure is the centralization of the Human Resources Department. Mr. Baker requested concurrence from the Board in assigning Acting Assistant General Manager, Raymond Mui, the position permanently. The Board concurred. Mr. Baker stated his intention is to continuously improve the General Manager's report to a format that reflects trends within the industry. Mr. Baker provided summaries on service performance and fiscal positions.

**Public Hearing and Final Review/Discussion of the Transit Development Program (TDP)**

The Chairman opened the public hearing on the Fiscal Year 2018 Transit Development Program (TDP). With no one coming forward, the Chairman closed the Public Hearing portion of the meeting. The Chairman reported that the final approval of the TDP will take place at the next meeting, the Board provided additional comments on the TDP.

**Next Meeting**

The next ATC Board meeting will be held on Wednesday, May 10, 2017, 5:30 p.m., at City Hall City Council Workroom 2410.

**Adjournment**

There being no further business coming before the Board, the Chairman asked for a motion to adjourn. On a motion by Ms. Triggs, seconded by Ms. MacNab, the meeting adjourned at 6:45 p.m.

Minutes submitted by  
Fatima Ahmed, Secretary



### **ATC Board Agenda Detail**

**Agenda Item #:** 3  
**Item Title:** Chairman's Report  
**Contacts:** Paul R. Abramson  
**Attachments:** None  
**Customer Impact:** None  
**Board Action:** None / FYI

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### **Report by the ATC Chairman**



## **ATC Board Agenda Detail**

**Agenda Item #:** 4  
**Item Title:** T&ES Director's Report  
**Contacts:** Yon Lambert  
**Attachments:** None  
**Customer Impact:** None  
**Board Action:** None / FYI

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### **Report by the T&ES Director**

#### **'Getting Metro Back on Track' Forum**

On June 15, 2017, NVTC (Northern Virginia Transportation Commission) will host a public discussion - 'Getting Metro Back on Track' – about the challenges and opportunities facing WMATA (Washington Metropolitan Area Transit Authority). The forum is open to the public and will include a formal presentation and time for questions and discussion. Northern Virginia's WMATA Board Members, including Councilman Smedberg, will be in attendance. The forum is at 7PM at the Durant Arts Center (1605 Cameron Street, Alexandria, VA 22314) and is Metrorail, Metrobus, and DASH accessible. Please feel free to pass this information or the attached flyer along to your colleagues and neighbors.

#### **West End Transitway – NEPA Update**

On April 21, 2017, the West End Transitway project marked two major milestones:

- The FTA (Federal Transit Administration) determined that the City of Alexandria's West End Transitway Project meets the criteria for a CE (Categorical Exclusion) and approved the environmental documentation submitted. With the successful completion of NEPA, the project is eligible to apply Federal funds.
- The City awarded the contract for the next phase of the project, the development of Bridging Documents. This phase will be led by DPI (Department of Project Implementation) and supported by the Transit Services Division and is anticipated to take approximately 18 to 24 months.

#### **FY18 City Budget and FY18-27 CIP (Capital Improvement Program)**

On May 4, 2017, the Alexandria City Council adopted the FY18 Operating Budget and the FY18-27 CIP. In order to address vital City, school, and WMATA (Washington Metropolitan Area Transit Authority) infrastructure needs, City Council increased the real estate tax from \$1.073 to \$1.13 per \$100.

Regarding WMATA, the 10-year CIP includes substantially increased funding of \$144.7M to improve Metro the safety and reliability and help bring the system back to a state of good repair; the budget also fully meets WMATA's request for an increased operating subsidy to close WMATA's operating budget gap and right-size Metrorail and Metrobus operations.



## **ATC Board Agenda Detail**

**Agenda Item #:** 5  
**Item Title:** DASH General Managers Report  
**Contacts:** Josh Baker, General Manager  
**Attachments:** None  
**Customer Impact:** None  
**Board Action:** None/FYI

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### **5a Summary: Monthly Management Report**

#### MANAGEMENT REPORT FOR THE MONTH OF MARCH 2017

- A. RIDERSHIP:** Total system ridership for the month decreased by 16.1% from last March, with 297,217 passengers. Weekday ridership averaged 11,117 passengers, a decrease of 17.0%. Average Saturday ridership decreased by 11.5%. Average Sunday ridership decreased by 8.1%. Due to Safe Track Surge 13, ridership was lower than normal.

Without the King Street Trolley, total ridership decreased by 15.1% from last March, with 237,713 passengers. Weekday ridership averaged 9,341 passengers, a decrease of 15.6%. Average Saturday ridership decreased by 13.0% and average Sunday ridership decreased by 4.9%.

- B. SAFETY:** DASH experienced two preventable vehicle accidents during the month.

#### **Preventable**

3/5/2017 Bus made contact with car at King and Columbus Streets.

3/9/2017 Bus made contact with car at Rayburn and Reading Streets.

- C. TRANSPORTATION:** On-time performance in March: 96.2%  
(FY15 Industry Average: 83.6%)

- D. MAINTENANCE:**

Average miles between road calls: 10,697  
(FY15 Industry Average: 10,357)  
Average Miles between equipment related calls: 12,123

- E. Safe Track Surge 13 Shuttle:** From March 6<sup>th</sup> through April 12<sup>th</sup> DASH provided a complimentary shuttle service from King Street Metro to the Pentagon during Safe Track Surge 13. For the month of March, the shuttle carried 7,298 passengers. DASH carried a total 9,994 passengers for the duration of the service, including service in the month of April.

- F. 2017 GW Parkway Classic Ridership:** On April 23, 2017, DASH transported 1,103 passengers for the 2017 GW Parkway Classic.



## 5b Summary: Monthly Performance Report

### Alexandria Transit Company Monthly Performance Report

March 2017

March 2017	Total	AT1	AT2	AT3	AT4	AT5	AT6	AT7	AT8	AT9	AT10	AT3-4	BRAC AT2X	Trolley	Other
<b>WEEKDAY</b>															
Total Passengers	255,692	30,938	29,599	16,102	12,949	24,520	15,062	12,684	50,123	7,953	9,990	742	3,406	40,853	771
Daily Passengers	11,117	1,345	1,287	700	563	1,066	655	551	2,179	346	434	32	148	1,776	n/a
Passengers Per Mile	1.8	1.6	1.8	1.7	1.6	1.2	1.4	1.1	2.2	0.7	1.9	0.4	0.8	11.1	n/a
Passengers Per Rev Hr	19.8	18.6	18.2	24.2	21.4	14.6	17.5	11.8	22.7	8.9	20.5	5.7	10.6	64.4	n/a
<b>SATURDAY</b>															
Total Passengers	25,897	3,541	1,592	n/a	n/a	2,959	n/a	n/a	4,364	642	1,230	212	n/a	11,357	0
Daily Passengers	6,474	885	398	n/a	n/a	740	n/a	n/a	1,091	161	308	53	n/a	2,839	0
Passengers Per Mile	2.2	2.1	1.2	n/a	n/a	0.8	n/a	n/a	2.2	0.7	1.4	0.4	n/a	16.5	0.0
Passengers Per Rev Hr	24.4	23.7	14.0	n/a	n/a	10.7	n/a	n/a	23.5	7.6	14.0	5.7	n/a	88.8	0.0
<b>SUNDAY</b>															
Total Passengers	15,628	1,732	1,585	n/a	n/a	1,288	n/a	n/a	3,022	n/a	520	187	n/a	7,294	0
Daily Passengers	3,907	433	396	n/a	n/a	322	n/a	n/a	756	n/a	130	47	n/a	1,824	n/a
Passengers Per Mile	2.3	1.8	1.4	n/a	n/a	0.8	n/a	n/a	1.7	n/a	1.6	0.4	n/a	11.9	n/a
Passengers Per Rev Hr	24.8	19.6	16.9	n/a	n/a	8.8	n/a	n/a	20.5	n/a	15.6	6.2	n/a	63.1	n/a
<b>TOTAL</b>	<b>297,217</b>	<b>36,211</b>	<b>32,776</b>	<b>16,102</b>	<b>12,949</b>	<b>28,767</b>	<b>15,062</b>	<b>12,684</b>	<b>57,509</b>	<b>8,595</b>	<b>11,740</b>	<b>1,141</b>	<b>3,406</b>	<b>59,504</b>	<b>771</b>

<b>ALL SERVICE</b>	
Total Passengers	297,217
Passengers Per Mile	1.8
Passengers Per Rev Hr	20.4

<b>MONTHLY TOTALS</b>	
Trips	23,469
Revenue Miles	164,307
Revenue Hours	14,556
Platform Hours	20,766

<b>ALL SERVICE (W/O TROLLEY)</b>	
Total Passengers	237,713
Passengers Per Mile	1.5
Passengers Per Rev Hr	17.4





## 5c Summary: Operating Report

### Alexandria Transit Company Operating Report March 2017

RIDERSHIP	CURRENT MONTH	SAME MONTH PRIOR YEAR	% PAID BY SMARTRIP
Base Fare Trips	122,714	145,662	82.9%
ATC DASH Pass	20,796	22,723	40.2%
ATC Transfers	23,097	28,944	100%
Metro Tokens	331	496	N/A
Metro 7-Day Passes	5,691	6,395	100%
Regional Bus Transfers	21,599	24,039	100%
Rail-Bus Transfers	30,903	43,763	100%
Promotional Trips	8,405	2,811	N/A
Contract	771	676	N/A
Mark Center ID	3,406	4,475	N/A
King Street Trolley	59,504	74,354	N/A
Total	297,217	354,338	77.9%
<b>SERVICE LEVELS</b>			
Total Miles	181,843	173,285	
Revenue Miles	164,307	157,257	
Platform Hours	20,766	19,184	
Revenue Hours	14,556	13,800	
<b>OPERATING AND FINANCIAL PERFORMANCE</b>			
Accidents - Total	5	7	
Accidents - Preventable	2	2	
Vehicle Accidents	5	7	
Passenger Accidents	0	0	
Preventable Vehicle Accidents / 100,000 Miles	1.10	1.15	
Percentage of Missed Trips	.03%	.02%	
Percentage of Trips on Time	96.2%	93.1%	
Average Miles between Road Calls	10,697	21,661	
Total Revenue / Operating Expense Ratio	32.4%	38.3%	
Average Fare	1.26	1.19	
Operating Expense / Total Mile	\$7.86	\$7.17	
Operating Expense / Total Platform Hour	\$68.86	\$64.78	
Passengers / Revenue Mile	1.8	2.3	
Passengers / Revenue Hour	20.4	25.7	
Number of Weekdays Operated	23	23	
Number of Saturdays Operated	4	4	
Number of Sundays Operated	4	4	
Average Weekday Passengers	11,117	13,395	
Average Saturday Passengers	6,474	7,315	
Average Sunday Passengers	3,907	4,250	



## **5d Summary: Fiscal Reports**

### **VARIANCE REPORT**

#### **MARCH 2017**

Net operating expenses were \$66,045 (7.3%) over budget in March. Revenues for the month were \$7,067 (1.5%) under budget. Total expenses were \$58,978 (4.3%) over budget. The operating ratio for the month was 32.4%.

#### **REVENUES:**

Passenger Revenue: Revenues were \$33,732 (10.6%) under budget due to lower than projected ridership for the month.

#### **NON-PERSONNEL EXPENSES:**

Vehicle Repair: Expenses were \$7,408 over budget due to costs associated with vehicle repairs and preventive maintenance to various buses.

Printing: Expenses were \$2,688 over budget due to costs associated with printing of Ride Guides.

Utilities: Expenses were \$9,363 over budget due to the warming of the building during the winter months.

Miscellaneous: Expenses were \$3,088 over budget due to costs associated with employee meetings and awards banquet.



## 5d Summary: Fiscal Reports

### SUMMARY INCOME STATEMENT

Transit Management of Alexandria

Summary Income Statement

For the Period Ending 03/31/17

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Account Description	Actual	Budget	Variance	Year To Date Actual	Year To Date Budget	Variance	Annual Budget
OPERATING REVENUE							
PASSENGER REVENUE	\$284,685	\$318,417	(\$33,732)	\$2,636,714	\$2,885,750	(\$229,036)	\$3,821,000
KING STREET TROLLEY REVENUE	82,697	82,697	0	744,272	744,272	0	992,363
CHARTER REVENUE	88,003	88,750	19,253	816,005	818,750	(2,745)	825,000
ADVERTISEMENT REVENUE	0	0	0	900	0	900	0
MISCELLANEOUS REVENUE	7,411	0	7,411	51,908	0	51,908	0
TOTAL OPERATING REVENUE	462,796	489,864	(7,067)	4,049,799	4,228,772	(178,973)	5,638,363

#### OPERATING EXPENSE

##### TRANSPORTATION LABOR

WAGES	675,488	579,397	(96,090)	5,519,089	5,221,575	(297,513)	6,959,767
FRINGE BENEFITS	183,138	183,103	(10,035)	1,655,342	1,640,925	(14,417)	2,190,233
TOTAL TRANSPORTATION LABOR	868,625	762,500	(106,125)	7,174,430	6,862,500	(311,930)	9,150,000

##### MAINTENANCE LABOR

WAGES	126,389	136,861	10,472	1,106,252	1,231,752	125,500	1,642,336
FRINGE BENEFITS	42,880	39,805	(3,055)	367,519	358,248	(9,271)	477,664
TOTAL MAINTENANCE LABOR	169,249	176,667	7,417	1,473,771	1,590,000	116,229	2,120,000

##### ADMINISTRATIVE LABOR

WAGES	72,096	84,239	12,143	594,028	759,352	165,324	1,012,089
FRINGE BENEFITS	19,227	18,094	(1,133)	171,391	164,649	(6,742)	218,931
TOTAL ADMINISTRATIVE LABOR	91,324	102,333	11,010	765,419	924,001	158,582	1,231,000

##### MARKETING LABOR

WAGES AND FRINGE BENEFITS	7,496	9,596	2,100	61,388	86,211	24,825	115,000
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#### SERVICES

PROFESSIONAL & TECHNICAL	17,012	33,233	16,221	294,232	301,302	7,070	401,000
EMPLOYEE PHYSICALS	2,195	1,989	(226)	17,880	17,091	(789)	23,000
REPAIRS - BLDG. & EQUIP.	10,552	14,124	3,572	153,761	135,452	(18,310)	177,824
REPAIRS - VEHICLES	15,745	8,336	(7,408)	95,151	75,027	(20,124)	100,000
PRINTING	9,307	6,619	(2,688)	24,906	60,141	35,235	80,000
LAUNDRY SERVICES	1,774	1,500	(274)	17,972	13,500	(4,472)	18,000
COPYING & REPRODUCTION	239	500	261	2,614	4,500	1,886	6,000
TOTAL SERVICES	56,823	66,282	9,460	606,496	607,013	517	805,824



Alexandria Transit Company (DASH)

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## 5d Summary: Fiscal Reports

### SUMMARY INCOME STATEMENT

Transit Management of Alexandria

Summary Income Statement

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For the Period Ending 03/31/17

Account Description	Actual	Budget	Variance	Year To Date Actual	Year To Date Budget	Variance	Annual Budget
<b>MATERIALS &amp; SUPPLIES</b>							
OFFICE SUPPLIES	\$385	\$1,174	\$790	\$3,970	\$10,476	\$6,506	\$14,000
REPAIR PARTS	31,804	37,000	5,196	289,918	333,000	63,082	444,000
FUEL & LUBRICANTS	99,015	107,187	8,152	715,938	984,500	248,562	1,286,000
OPERATING SUPPLIES	8,286	9,920	1,635	85,008	91,248	6,240	121,010
TOOLS	1,949	2,083	134	9,443	18,750	9,307	25,000
TIRES & TUBES	5,997	9,167	3,170	82,633	82,500	(133)	110,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>147,435</b>	<b>166,511</b>	<b>19,076</b>	<b>1,166,912</b>	<b>1,500,475</b>	<b>333,563</b>	<b>2,000,009</b>
<b>INSURANCE</b>	<b>39,874</b>	<b>41,859</b>	<b>1,985</b>	<b>331,705</b>	<b>376,728</b>	<b>45,023</b>	<b>502,304</b>
<b>MISCELLANEOUS EXPENSES</b>							
TRAVEL	1,729	1,250	(479)	24,380	11,250	(13,130)	15,000
POSTAGE	612	333	(279)	2,934	3,000	66	4,000
TELEPHONE	6,647	6,250	(397)	47,360	56,250	8,890	75,000
UTILITIES	27,668	18,306	(9,363)	176,462	167,250	(9,212)	222,167
DUES & SUBSCRIPTIONS	0	275	275	32,804	29,176	(3,628)	30,000
EDUCATION & TRAINING	4,438	4,000	(438)	10,054	33,000	22,946	45,000
MISCELLANEOUS	6,445	3,357	(3,088)	31,821	29,929	(1,892)	40,000
CONTINGENCY	0	8,333	8,333	0	74,997	74,997	100,000
MARKETING & ADVERTISEMENT	1,519	3,054	1,535	15,578	30,837	15,259	40,000
<b>TOTAL MISCELLANEOUS EXPENSES</b>	<b>49,058</b>	<b>45,158</b>	<b>(3,900)</b>	<b>341,193</b>	<b>435,688</b>	<b>94,495</b>	<b>571,166</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>1,429,884</b>	<b>1,370,906</b>	<b>(58,978)</b>	<b>11,921,313</b>	<b>12,382,617</b>	<b>461,304</b>	<b>16,495,304</b>
<b>NET OPERATING EXPENSES</b>	<b>967,088</b>	<b>901,043</b>	<b>(66,045)</b>	<b>7,871,513</b>	<b>8,153,845</b>	<b>282,331</b>	<b>10,856,941</b>
<b>DEPARTMENTAL EXPENSE BREAKDOWN</b>							
ADMINISTRATION	143,251	171,805	28,554	1,294,555	1,576,347	281,792	2,091,761
TRANSPORTATION	877,329	777,191	(100,137)	7,286,758	6,993,326	(293,430)	9,324,903
MAINTENANCE	347,040	351,568	4,529	2,865,810	3,175,637	309,827	4,230,306
MARKETING	22,392	20,150	(2,241)	142,484	185,576	43,095	246,030
INSURANCE	39,874	41,859	1,985	331,705	376,728	45,023	502,304
CONTINGENCY	0	8,333	8,333	0	74,997	74,997	100,000
<b>TOTAL OPERATING EXPENSES</b>	<b>1,429,884</b>	<b>1,370,906</b>	<b>(58,978)</b>	<b>11,921,313</b>	<b>12,382,617</b>	<b>461,304</b>	<b>16,495,304</b>



Alexandria Transit Company (DASH)

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## 5d Summary: Fiscal Reports

### PROJECTIONS REPORT

DASH FY17 – Month 9 – Projection (March 2017)

	FY17 Operating Revenue	FY17 Revenues YTD	Projected Operating Revenues
Fares	\$ 3,845,000	\$ 2,612,363	\$ 3,483,151
Charters	\$ 801,000	\$ 75,970	\$ 801,000
Miscellaneous	\$ -	\$ 54,139	\$ 63,145
<b>Total</b>	<b>\$ 4,646,000</b>	<b>\$ 2,742,472</b>	<b>\$ 4,347,296</b>
<b>FY16 Surplus/(Deficit)</b>	<b>\$ (298,704)</b>		

YEAR-TO-DATE ACTUAL					YEAR-END PROJECTION		
	FY17 Operating Budget	FY17 Expenditures	Available Budget	% Used	Projected Expenditures (Total FY 2017 Expenditures at Year-end)	Projected Balance (Projected Year-end Surplus or Deficit)	Projected % of Budget Used
Administration	\$ 2,725,822	\$ 1,948,790	\$ 751,535	72%	\$ 2,632,520	\$ 93,302	97%
Operations	\$ 9,225,358	\$ 7,141,963	\$ 2,069,695	78%	\$ 9,823,733	\$ (598,375)	106%
Vehicle Maintenance	\$ 4,305,566	\$ 2,590,560	\$ 1,645,817	62%	\$ 3,688,029	\$ 617,537	86%
Non-Vehicle Maintenance	\$ 366,190	\$ 276,666	\$ 89,458	76%	\$ 372,025	\$ (5,835)	102%
Marketing	\$ 440,937	\$ 309,680	\$ 123,106	72%	\$ 370,840	\$ 70,097	84%
<b>Total</b>	<b>\$ 17,063,873</b>	<b>\$ 12,267,659</b>	<b>\$ 4,679,611</b>	<b>73%</b>	<b>\$ 16,887,147</b>	<b>\$ 176,726</b>	<b>99%</b>

<b>Balance</b>	
Personnel	\$ (438,717)
Non-Personnel	\$ 615,443
Capital	\$ -
<b>Total</b>	<b>\$ 176,726</b>
<b>Revenue Projection</b>	<b>\$ (298,704)</b>
<b>Total Projected Balance</b>	<b>\$ (121,978)</b>



## **5e Summary: General Managers Summary**

### **Public Surplus**

DASH has several buses which are slated for disposal. In the past, we have sent the vehicles for scrap and obtained minimal return. This year, we are trying an alternative by utilizing the national surplus service "Public Surplus". The GM has utilized this successfully in the past and found it gets more money for the vehicles than scrapping them alone. We will be posting these buses in the coming weeks for the surplus.

### **DASH Facility**

DASH Staff led by John Lanocha and Raymond Mui recently installed a bus "front cap" fully equipped to greet our visitors when they enter the DASH Facility. This brings a warm welcome to those who come to see us, the headlights even turn on when you walk up to the bus!

Photos will be installed to complete the look and give our entrance lobby a vastly improved feel for all those who come through. Special thanks to John and Raymond for working hard on this great addition to our facility!





## **ATC Board Agenda Detail**

**Agenda Item #:** 6  
**Item Title:** Final Action on the 2018 Transit Development Program (TDP)  
**Contacts:** All  
**Attachments:** 2018 Transit Development Program (TDP)  
**Customer Impact:** Major ●  
**Board Action:** Consideration of Approval

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## **Summary:**





## **ATC Board Agenda Detail**

**Agenda Item #:** 7  
**Item Title:** New Business  
**Contacts:** Josh Baker, General Manager  
**Attachments:** DASH Organizational Chart  
**Customer Impact:** Moderate ●  
**Board Action:** a) None/FYI b) Board Guidance/Direction c) FYI/Comment

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### **7a Summary – DASH Organizational Structure**

As discussed in the previous month's Board Meeting, the General Manager has worked quickly to establish and refine the Organizational Structure of DASH. This was necessary to ensure efficiency and quality of services. For the Board's information a copy of the new organizational chart is attached to this packet.

### **7b Summary – Board Retreat Facilitation Plan**

We continue to work to bring to the Board options for the next retreat facilitation. We are working to obtain quotes for service from three facilitators to formalize a service plan. The facilitators under consideration are as follows: Dave Jensen, James Stockmal and Michael Noel. Dave Jensen conducted the previous facilitation session; we are evaluating costs and approach to the session based on our needs. We anticipate a recommendation will come to the Board at the June Meeting in order to set a date for the Retreat.

### **7c Summary - Student Ride Free and DOT Eligible Ride Free Program Concept**

DASH and T&ES Staff have spent some time learning about a Students Ride Free program recently implemented by Fairfax County. The program enables Middle and High School Students to ride Fairfax buses free of charge by showing a valid identification. The results of this program in Fairfax have been increases in ridership and overall very positive response from Students, Parents and School Staff.

While we are in the preliminary stages of exploring this concept for DASH, it is important that the Board provide any comment pertaining to such a program at DASH so that we might be sure to incorporate these comments into our planning process. Further, as a part of the discussion we are considering extending the same type of program to DOT Eligible riders who currently qualify for complimentary paratransit services. These services are paid for by the City and it seems to be a sensible option to allow these riders the option of using DASH instead, ultimately saving the City money and further increasing DASH's ridership.







### **ATC Board Agenda Detail**

**Agenda Item #:** 8  
**Item Title:** Old Business  
**Contacts:** Josh Baker, General Manager  
**Attachments:** None  
**Customer Impact:** Minimal ●  
**Board Action:** None

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### **Hybrid vs. Clean Diesel Capital Discussion**

We continue to work on this issue, evaluating our options moving forward to shift away from the purchase of Hybrid Buses to Clean Diesel buses. We are having conversations with interested groups and individuals who we feel need to have a role in helping us navigate such a change. The conversation is ongoing and pending a final recommendation to the Board. The GM has delayed the production of our next bus build in order to allow the necessary time should we have the ability to convert that order to Diesel from Hybrid.





### **ATC Board Agenda Detail**

**Agenda Item #:** **10**  
**Item Title:** Next Meeting and Adjournment  
**Contacts:** All  
**Attachments:** None  
**Customer Impact:** None  
**Board Action:** Motion and Approval of Adjournment

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Opportunity for any final Board Member Comments or Remarks.

The next ATC Board of Directors Meeting will take place on **Wednesday, June 14<sup>th</sup>, 2017**  
**at 5:30pm** in the City Hall OPA AlexStat & REA Conference Room 3008.

*Consider Adjournment*

