



# Alexandria Transit Company Board of Directors Meeting



Wednesday, December 13, 2017  
5:30 p.m.  
City Hall, Council Workroom, 2<sup>nd</sup> Fl.

## Meeting Agenda

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### #1 Public Comment

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### #2 Consideration of Meeting Minutes Approval

November 8, 2017

All

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### #3 Chairman's Report

Paul Abramson  
Chairman

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

Yon Lambert  
Director, T&ES

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### #5 DASH General Manager's Report

- a) Management Report
- b) Performance Reports
- c) Operating Report
- d) Fiscal Reports
- e) General Manager's Summary

Josh Baker  
General Manager

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### #6 New Business

- a) Proposed Budget Reduction Scenarios by the General Manager
- b) Presentation of the Preliminary Budget by the General Manager
- c) Alexandria City CIP Discussion – Electric Bus Addition
- d) SmarTrip Card Negative Balances
- e) Board Resolution, Vision Zero – Pedestrian Detection System

Josh Baker  
Josh Baker  
Yon Lambert & Josh Baker  
David Kaplan  
All

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### #7 Old Business

OT Report and Analysis by General Manager

Josh Baker

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### #8 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

Paul Abramson  
Chairman

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### #9 Next Meeting Date & Adjournment

The next regular Board Meeting will be Wednesday, January 10<sup>th</sup>, 2017  
Consider Adjournment

All

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## **ATC Board Agenda Detail**

**Agenda Item #:** 2  
**Item Title:** November 8, 2017 Minutes  
**Contacts:** Fatima Ahmed  
**Attachments:** None  
**Customer Impact:** None  
**Board Action:** Consideration of Approval



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Minutes  
Alexandria Transit Company (ATC)  
**BOARD OF DIRECTORS MEETING**  
November 8, 2017 – 5:30 p.m.

A meeting of the Board of Directors of the Alexandria Transit Company was held on Wednesday, November 8, 2017 at City Hall Council Workroom, 2<sup>nd</sup> Floor, 301 King Street, Alexandria, Virginia.

Board members attending were: Paul Abramson, Chieko Clarke, Kerry Donley, David Kaplan, Stephen Klejst, Yon Lambert, Meredith MacNab and Laura Triggs.

Staff members attending were: Josh Baker, Raymond Mui, Rick Baldwin, Martin Barna, John Lanocha, Lorenza Myers, Justin Isbell, Fatima Ahmed, Allan Fye and Alicia Wright.

The visitor attending was Bob MacNab, City of Alexandria resident.

The board holds meetings every second Wednesday and all are welcome to attend.

### **Board Meeting**

#### **Agenda Item #1 – Public Comment**

Mr. Abramson called the meeting to order at 5:30 p.m. and welcomed the board members, staff, and guests. There was no public comment.

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

Mr. Abramson asked for consideration of approval of the minutes of October 8, 2017. Ms. Triggs made a motion to accept the minutes as presented with Mr. Donley seconding the motion and the vote was carried in approval.

#### **Agenda Item #3 – Chairman's Report**

Mr. Abramson reported on the Virginia Commonwealth Coach and Trolley Museum's devastating fire that occurred on November 1, 2017. The Chairman stated that one of the two DASH buses was saved. Mr. Abramson commented that the Board will be offering assistance to the museum along with a note offering support during this difficult time. Mr. Baker added that the museum's volunteer group is the only entity in the commonwealth that preserves the heritage of transit. Mr. Baker reported that the DASH team has offered to help with the disaster relief efforts.

Mr. Abramson reported that at the December meeting the Board will consider a policy position in regards to pedestrian safety. The General Manager will present the pedestrian detecting systems which is at very minimal costs and in line with the City's Vision Zero Policy. Mr. Baker stated that the state is offering a grant to fund 4% if we were approved. Mr. Donley stated that he welcomes the Board's consideration at the next meeting and that DASH should be playing a role in the City's Zero Vision policy. Mr. Klejst stated that the Vision Zero is an important topic for the Transportation Commission and he will provide this information at their next meeting. Mr. Lambert added he spoke with Mr. Baker on submitting comments to the City Staff to include as an action item within Vision Zero.

Mr. Abramson announced that the Metro Getting Back on Track Forum will take place on Thursday, November 16, 2017 and the location and time will be sent to the Board. The Chairman also announced that the Annual DASH Luncheon is scheduled for Thursday, December 14, 2017 at the DASH facility.

#### **Agenda Item #4 – T&ES Director's Report**

Mr. Lambert provided the T&ES Director's Report in advance to the Board and welcomed any questions or comments. Mr. Lambert stated the City's Vision Zero Plan was released today and the plan can be viewed at [www.alexandriava.gov/visionzero](http://www.alexandriava.gov/visionzero). Mr. Lambert stated that the City Manager has announced that Vision Zero is one of the priorities that he will be considering in the Fiscal Year 2019 budget process.

Mr. Lambert spoke on the memorandum from the City Manager that was sent to the Board that included a request of boards and commissions asking for input on our priorities and also in the event that reductions were requested what were items that could be considered as lower priorities. Mr. Lambert deferred this to be discussed during the new business discussion on budget assumptions and priorities.

Mr. Lambert reported to the Board that the City is opening up a period of prolonged public comment on a planning initiative called The Interdepartmental Work Plan. The Planning Department will be reviewing this initiative with the Planning Commission at the Planning Commission meeting scheduled for tomorrow evening. Mr. Lambert stated that this to ensure the Board is recognizing the City and DASH staff work on the Transit Vision Study and to make other departments aware that the findings of that study will have implication on various areas of City Government. Mr. Lambert concluded that along with the General Manager he will be attending the November 28/, 2017 City Council Meeting to provide an oral update pending the Board's discussion today about clean diesel.

#### **Staff Reports**

#### **Agenda Item #5 – General Manager's Report**

Mr. Baker summarized the month of September reports as presented to the Board starting with the Management report. He reported to the Board that there was one preventable vehicle accident during the month of September. Mr. Baker stated that the bus made contact with a car at Shirlington Circle, the contact was minor and there were no injuries reported. Mr. Baker reported to the Board that there have been improvements in on-time performance and average miles per road call. Mr. Baker stated that reliability in maintenance improved with no changes in missed trip percentage and from an industry average standpoint, DASH is exceeding industry average.

Mr. Baker summarized the performance reports and summarized the items that have been added based on the Board's feedback. Mr. Baker stated that the ridership data shows the period in which WMATA Safetrack show the trend in which disruptions affected performance. Mr. Baker stated that another item that has been added to this month's reporting is Ms. Triggs suggestion of including Metrorail data in the monthly system-wide ridership report. Mr. Baker provided an update on the T.C. Williams and DOT & MetroAccess daily ridership for the month of October updating the Board that it has been a positive outcome so far. Mr. Lambert commented on the 35 % increase in year to date DASH pass sales. Mr. Kaplan asked about the realignment of the AT3 to AT3-4 route. Mr. Baker will follow up with Mr. Kaplan on this question.

Mr. Baker updated the Board on follow-up items from the last regular monthly meeting. In relation to the fiscal reports, Mr. Baker reported that the month of September had three pay periods which is a factor causing a significant variance from a personnel standpoint. Mr. Baker commented on the professional and technical services line items stating that the Kronos re-implementation is an additional cost that has not been factored previously. Mr. Baker reported on the main contributors that caused variances shown in the summary income statement which includes the new website and costs associated to Dunbar's daily cash collection. Mr. Baker followed up on the line items questions last month for dues and subscriptions. Mr. Baker stated he will be engaging in conversations with APTA on the membership dues. Mr. Baker stated that technology packages that have annual costs associated are not covered in the operating costs, one of these systems being Clever Devices Ltd. Mr. Baker commented that his aim is to be more transparent and he will provide the Board with all the information on how DASH will mitigate these costs.

Mr. Baker concluded the General Manager's report with a summary of the additional activities and accomplishments.



**Agenda Item #6 – New Business**

**Item #6a** – The General Manager provided the Board with his proposed approach on the hybrid vs. clean diesel discussion. Mr. Baker recommended purchasing clean diesel buses for all bus replacement procurements. The Chairman opened this up for discussion to the Board and it was the Board's consensus to adopt the resolution supporting the recommendation of the General Manager. Mr. Donley moved to adopt the resolution related to the purchase of clean diesel buses. Ms. MacNab seconded the motion and the vote was carried in approval.

**Item #6b** – Mr. Baker presented to the Board the budget priorities recommended for DASH. Mr. Baker stated that reduction scenarios will be presented to the Board in the December meeting.

**Agenda Item #7 – Old Business** (No significant changes from last report)**Agenda Item #8 – Next Meeting Date & Adjournment**

As there was no further business, the Chairman asked for a motion to adjourn. On a motion by Mr. Lambert and seconded by Mr. Klejst, the regular monthly meeting adjourned at 7:19 p.m.

The next meeting is December 13, 2017 at 5:30 p.m.

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Minutes submitted by Fatima Ahmed, Secretary



### **ATC Board Agenda Detail**

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

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### ***Report by the Chairman of the ATC Board***



### **ATC Board Agenda Detail**

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

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## ATC Board Agenda Detail

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

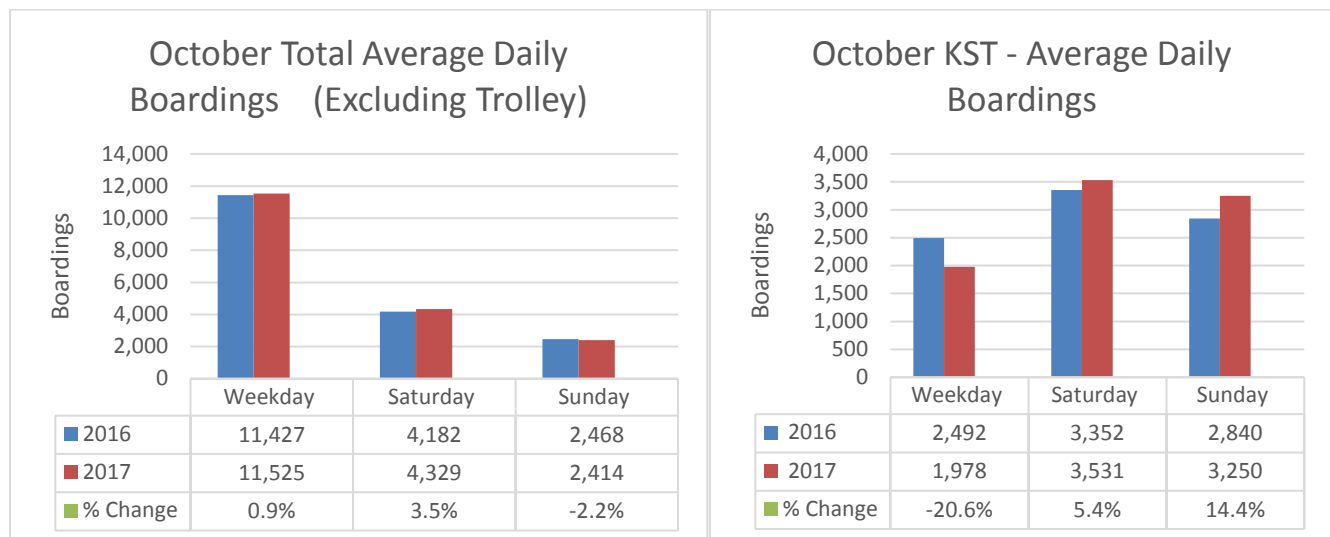


### 5a Summary: Management Report

#### FOR THE MONTH OF OCTOBER 2017

##### A. RIDERSHIP:

Total system ridership for the month **increased by 0.3%** from last October, with 351,203 total passengers. Without the King Street Trolley, total ridership increased by 3.7% from last October, with 275,753 passengers.



##### B. SAFETY:

DASH experienced one preventable vehicle accident and one non-preventable accident during the month of October. Preventable Accident Summary: Bus made contact with car at Edsall Road and Van Dorn Street, bus was making a right turn oncoming car making left failed to yield to bus. DASH considered this preventable as bus operator was turning right on red light. No injuries were reported.

##### C. RELIABILITY & MAINTENANCE:

	October 2016	October 2017	% Change	Industry Avg
On-Time Performance	94.8%	94.8%	0.0%	83.6%
Missed Trip Percent	0.05%	0.02%	-54.5%	N/A
Avg. Miles Per Road Call	9,067	13,236	46.0%	11,439

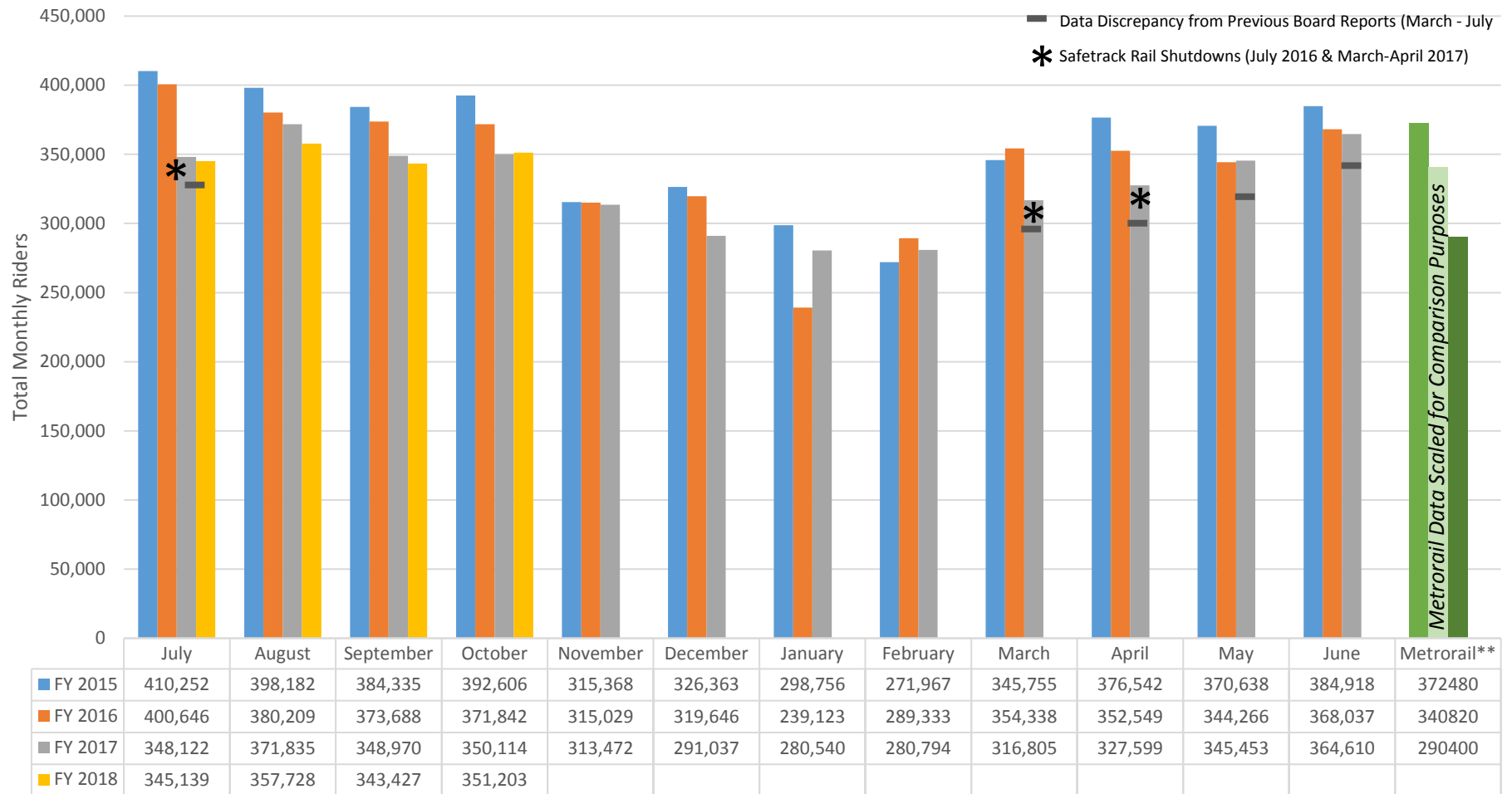
##### D. SPECIAL EVENTS:

**ART ON THE AVENUE:** On October 7, 2017, DASH displayed a retired bus on Mt. Vernon Avenue to be decorated by the community. This is a popular community event and is the creation of the "Celebration Bus".



## 5b Summary: Performance Reports (System-Wide Ridership)

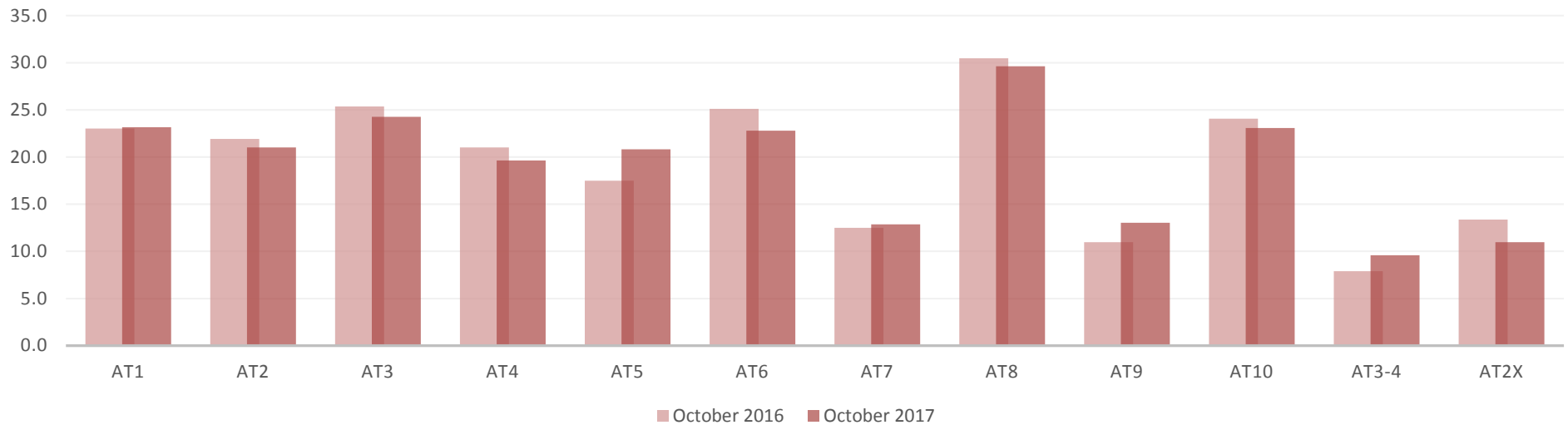
### DASH Monthly Systemwide Ridership (FY2015-FY2018)



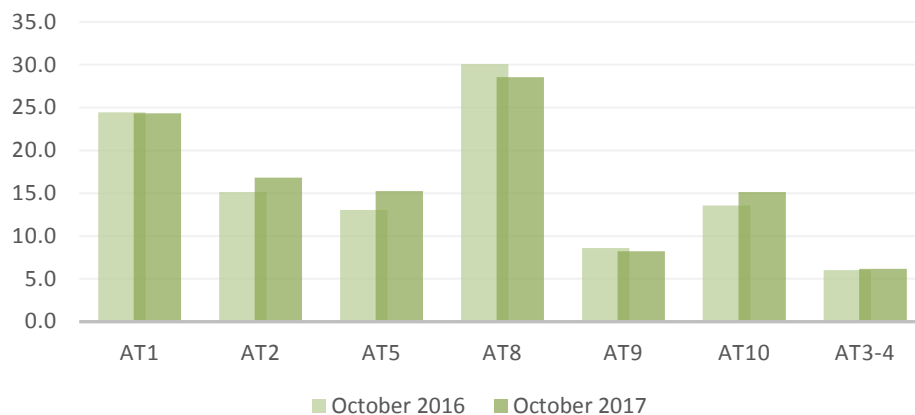


## 5b Summary: Performance Reports (System-Wide Route Productivity)

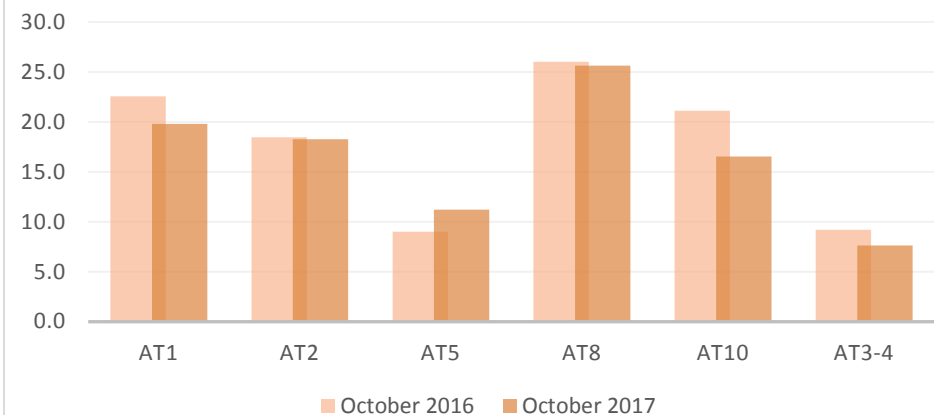
### WEEKDAY Boardings Per Revenue Hour (October 2016 vs. October 2017)



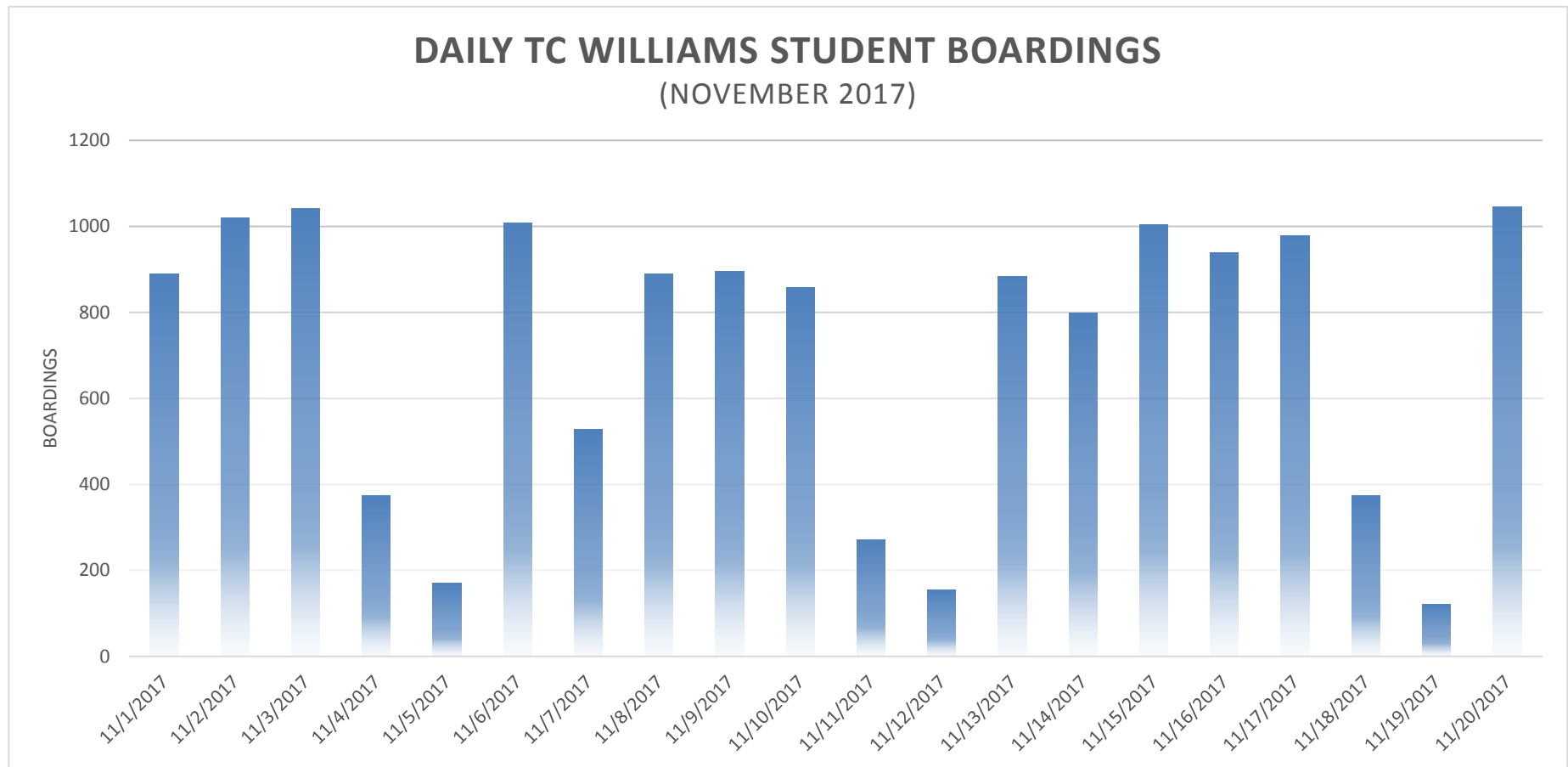
### Saturday Boardings Per RH by Route (Oct. 2016 vs. Oct. 2017)



### Sunday Boardings Per RH by Route (Oct. 2016 vs. Oct. 2017)



## 5b Summary: Performance Reports (TC Williams Daily Ridership)

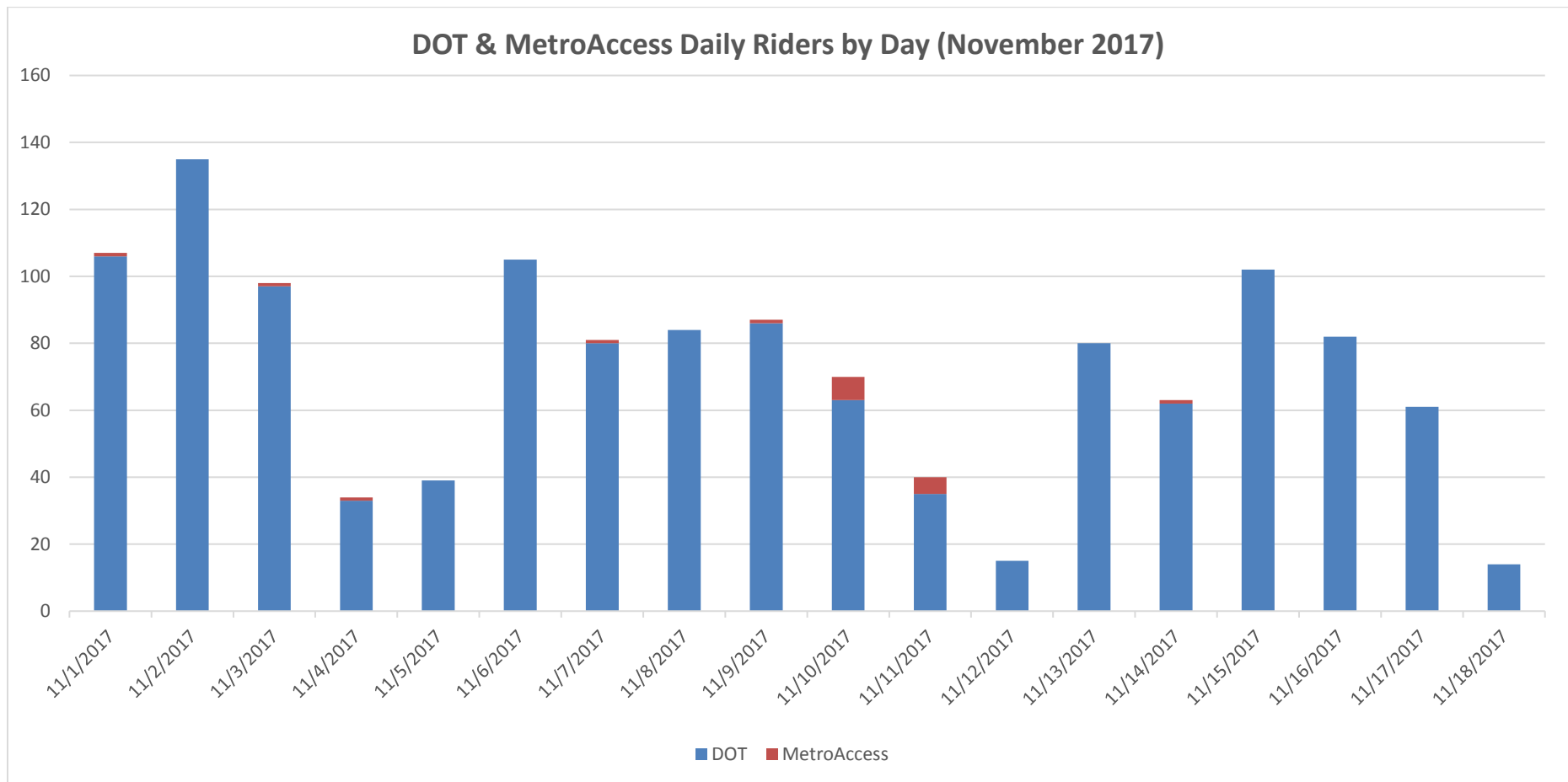


**Average TC Williams Boarding's by Day (2017)**

	Sept.	Oct.	Nov.*
<b>Weekday</b>	272.0	867.2	912.9
<b>Saturday</b>	109.7	400.0	339.7
<b>Sunday</b>	43.7	145.3	149.0



## 5b Summary: Performance Reports (DOT & MetroAccess Ridership)



**DOT/MetroAccess Average Boarding's by Day (2017)**

	DOT	MetroAccess	Total
<b>Weekday</b>	77.1	1.3	78.4
<b>Saturday</b>	27.4	2.3	29.7
<b>Sunday</b>	15.0	0.0	15.0



## 5c Summary: Operating Report

FOR THE MONTH OF OCTOBER 2017

	PREVIOUS YEAR (OCTOBER 2016)	CURRENT YEAR (OCTOBER 2017)	PERCENT CHANGE
<b><u>RIDERSHIP</u></b>			
Total Monthly Passengers	350,114	351,203	0.3%
Total Monthly Passengers (Excluding Trolley)	265,969	275,753	3.7%
Passengers / Revenue Mile	2.3	2.3	0.0%
Passengers / Revenue Hour	25.5	25.1	-1.6%
<b><u>SERVICE LEVELS</u></b>			
Total Miles	169,981	171,895	1.1%
Revenue Miles	154,133	155,883	1.1%
<b><u>SAFETY</u></b>			
Accidents - Total	2	2	0.0%
Accidents - Preventable	2	1	-50.0%
<b><u>FARES/RIDERSHIP</u></b>			
Average Fare	\$1.18	\$1.12	-4.9%
ATC DASH Pass	22,296	24,793	11.2%
TC Williams Free Fare Pilot <i>(*New data line, previous counts were included in DASH Pass)</i>	0	21,434	100.0%
Regional Bus Transfers	22,583	21,014	-6.9%
Rail-Bus Transfers	38,771	37,602	-3.0%
% Paid by SmarTrip	76.8%	78.5%	2.2%
<b><u>FINANCIAL PERFORMANCE</u></b>			
Operating Expense / Total Mile	\$7.74	\$8.06	4.2%
Operating Expense / Total Platform Hour	\$65.65	\$70.39	7.2%
<b>Total Revenue / Operating Expense Ratio</b>	<b>34.3%</b>	<b>32.1%</b>	<b>-6.5%</b>



## 5d Summary: Fiscal Reports (Summary Income Statement)

FOR THE MONTH OF SEPTEMBER 2017

Account				Year to Date	Year to Date		
Description	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
OPERATING REVENUE							
PASSENGER REVENUE	\$301,585	\$302,667	(\$1,082)	\$1,197,250	\$1,210,668	(\$13,418)	\$3,632,000
KING STREET TROLLEY REVENUE	79,412	79,412		317,646	317,648	(2)	952,938
CHARTER REVENUE	59,917	70,583	(10,666)	251,898	282,332	(30,434)	847,000
MISCELLANEOUS REVENUE	3,632		3,632	19,369		19,369	
TOTAL OPERATING REVENUE	444,546	452,662	(8,116)	1,786,163	1,810,648	(24,485)	5,431,938
OPERATING EXPENSE							
TRANSPORTATION LABOR							
WAGES	655,589	623,882	(31,707)	2,703,674	2,495,528	(208,146)	7,486,575
FRINGE BENEFITS	186,743	142,417	(44,326)	780,455	569,668	(210,787)	1,709,000
TOTAL TRANSPORTATION LABOR	842,332	766,299	(76,033)	3,484,129	3,065,196	(418,933)	9,195,575
MAINTENANCE LABOR							
WAGES	138,338	140,475	2,137	506,191	561,900	55,709	1,685,700
FRINGE BENEFITS	39,493	36,525	(2,968)	167,806	146,100	(21,706)	438,300
TOTAL MAINTENANCE LABOR	177,831	177,000	(831)	673,997	708,000	34,003	2,124,000
ADMINISTRATIVE LABOR							
WAGES	65,071	95,849	30,778	284,682	383,396	98,714	1,150,200
FRINGE BENEFITS	24,227	19,317	(4,910)	88,169	77,268	(10,901)	231,800
TOTAL ADMINISTRATIVE LABOR	89,298	115,166	25,868	372,851	460,664	87,813	1,382,000
MARKETING LABOR							
WAGES AND FRINGE BENEFITS	7,672	9,585	1,913	30,866	38,340	7,474	115,000
SERVICES							
PROFESSIONAL & TECHNICAL	20,367	21,334	967	114,971	85,336	(29,635)	256,000
EMPLOYEE PHYSICALS	2,450	1,917	(533)	8,880	7,668	(1,212)	23,000
REPAIRS - BLDG. & EQUIP.	13,526	11,084	(2,442)	57,340	44,336	(13,004)	133,000
REPAIRS - VEHICLES	5,425	12,083	6,658	15,410	48,332	32,922	145,000
PRINTING	13,421	6,667	(6,754)	16,707	26,668	9,961	80,000
LAUNDRY SERVICES	1,773	1,500	(273)	7,307	6,000	(1,307)	18,000
COPYING & REPRODUCTION		500	500	151	2,000	1,849	6,000
TOTAL SERVICES	56,962	55,085	(1,877)	220,766	220,340	(426)	661,000



## 5d Summary: Fiscal Reports (Summary Income Statement)

FOR THE MONTH OF SEPTEMBER 2017

Account				Year to Date	Year to Date		
Description	Actual	Budget	Variance	Actual	Budget	Variance	Annual Budget
<b>MATERIALS &amp; SUPPLIES</b>							
OFFICE SUPPLIES	\$124	\$1,167	\$1,043	\$731	\$4,668	\$3,937	\$14,000
REPAIR PARTS	19,984	31,667	11,683	88,994	126,668	37,674	380,000
FUEL & LUBRICANTS	97,941	89,917	(8,024)	362,355	359,668	(2,687)	1,079,000
OPERATING SUPPLIES	8,781	7,750	(1,031)	33,359	31,000	(2,359)	93,000
TOOLS	2,997	3,750	753	9,730	15,000	5,270	45,000
TIRES & TUBES	3,545	10,584	7,039	27,358	42,336	14,978	127,000
<b>TOTAL MATERIALS &amp; SUPPLIES</b>	<b>133,372</b>	<b>144,835</b>	<b>11,463</b>	<b>522,527</b>	<b>579,340</b>	<b>56,813</b>	<b>1,738,000</b>
<b>INSURANCE</b>	<b>41,706</b>	<b>41,859</b>	<b>153</b>	<b>167,568</b>	<b>167,436</b>	<b>(132)</b>	<b>502,304</b>
<b>MISCELLANEOUS EXPENSES</b>							
TRAVEL	4,316	2,666	(1,650)	15,044	10,664	(4,380)	32,000
POSTAGE	24	333	309	1,248	1,332	84	4,000
TELEPHONE	4,920	6,250	1,330	20,045	25,000	4,955	75,000
UTILITIES	18,372	26,417	8,045	74,427	105,668	31,241	317,000
DUES & SUBSCRIPTIONS		1,666	1,666	36,243	6,664	(29,579)	20,000
EDUCATION & TRAINING	3,202	4,500	1,298	6,510	18,000	11,490	54,000
MISCELLANEOUS	4,069	3,416	(653)	5,677	13,664	7,987	41,000
CONTINGENCY		8,333	8,333		33,332	33,332	100,000
MARKETING & ADVERTISEMENT	1,711	1,667	(44)	10,964	6,668	(4,296)	20,000
<b>TOTAL MISCELLANEOUS EXPENSES</b>	<b>36,614</b>	<b>55,248</b>	<b>18,634</b>	<b>170,158</b>	<b>220,992</b>	<b>50,834</b>	<b>663,000</b>
<b>TOTAL OPERATING EXPENSES</b>	<b>1,385,787</b>	<b>1,365,077</b>	<b>(20,710)</b>	<b>5,642,862</b>	<b>5,460,308</b>	<b>(182,554)</b>	<b>16,380,879</b>
<b>NET OPERATING EXPENSES</b>	<b>941,241</b>	<b>912,415</b>	<b>(28,826)</b>	<b>3,856,699</b>	<b>3,649,660</b>	<b>(207,039)</b>	<b>10,948,941</b>

### DEPARTMENTAL EXPENSE BREAKDOWN

ADMINISTRATION	133,318	174,541	41,223	577,487	698,164	120,677	2,094,500
TRANSPORTATION	860,079	777,240	(82,839)	3,550,535	3,108,960	(441,575)	9,326,875
MAINTENANCE	324,866	343,434	18,568	1,269,918	1,373,736	103,818	4,121,200
MARKETING	25,819	19,920	(5,899)	77,357	79,680	2,323	239,000
INSURANCE	41,706	41,859	153	167,568	167,436	(132)	502,304
CONTINGENCY		8,333	8,333		33,332	33,332	100,000
<b>TOTAL OPERATING EXPENSES</b>	<b>1,385,788</b>	<b>1,365,327</b>	<b>(20,461)</b>	<b>5,642,865</b>	<b>5,461,308</b>	<b>(181,557)</b>	<b>16,383,879</b>



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

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## 5e Summary: General Manager's Summary

Notable Activities for the Month of November are as follows:

- The General Manager participated in the first meeting for Alexandria's Age Friendly Community Planning which was hosted at the Hermitage on November 2<sup>nd</sup>. David Kaplan and Mayor Silberberg were also in attendance. This is an exciting project which aims to examine and promote best practices in the City for our community's senior citizens. More work is anticipated by this group and we intend to continue to be a close partner in this project.
- DASH Staff led by Allyson Teevan collaborated with Volunteer Alexandria and the Carpenter's Shelter to successfully Stuff the DASH Celebration Bus. DASH representatives were on site collecting over 100 coats and winter accessories, boxes full of non-perishable food items and monetary donations. The holidays present a time to engage in the community in giving back to those in need. All donations will be given to Alexandria citizens affected by poverty and natural disasters. Below are the website paths to the DASH Stuff the Bus Video and NBC 4 segment on "Live in the Community."

### **DASH Video:**

[https://www.youtube.com/watch?v=oAXPndY\\_f-A](https://www.youtube.com/watch?v=oAXPndY_f-A)

### **NBC 4 Segment:**

[https://www.nbcwashington.com/news/local/Stuff-the-Bus-in-Alexandria\\_Washington-DC-459037163.html](https://www.nbcwashington.com/news/local/Stuff-the-Bus-in-Alexandria_Washington-DC-459037163.html)

- Staffing Changes: We are pleased to announce the promotion of long time DASH Employee Tristan Cunningham to the role of Senior Planner.
- Lorenza Myers along with three new training officers attended the Virginia Transit Peer Meeting Group at GRTC to discuss and share best practices and workmen's compensations procedures.
- The General Manager along with Raymond Mui, the Assistant General Manager provided the City Council an Update on the DASH Bus Replacement Initiative. On November 8<sup>th</sup>, the DASH Board adopted the General Managers resolution to purchase approximately 27 clean diesel buses and to work towards transitioning to all-electric as soon as technically and financially feasible. The General Manager reported that he is working with the EPC to identify opportunities and constraints. Staff are submitting changes in the FY19 – FY28 CIP to reflect conversion to an electric fleet which will go to City Council in the February 2018 Meeting. The details of the CIP are presented in Agenda Item 6c.



## ATC Board Agenda Detail

**Agenda Item #:** 6

**Item Title:** New Business

**Contacts:** Josh Baker, General Manager

**Attachments:** None

**Customer Impact:** a) Significant ● b) Significant ● c) Minimal ● d) Moderate ●  
e) Minimal ●

**Board Action:** None/FYI



### 6a Summary – Presentation of Preliminary Budget

Please review Attachment #6A for the full proposed budget. A presentation will be provided by the General Manager highlighting the key changes to the budget, as well as an explanation of the source of the funds and basis of the calculations.

### 6b Summary – Presentation of Budget Reduction Scenarios

As was the case in previous years, the City Manager has requested budget reduction scenarios be provided for consideration during the budget process. These scenarios are presented for Board consideration in Attachment #6B. A presentation will be provided by the Director of Planning highlighting the scenarios and recommendations to the Board for submission to the City Manager.

### 6c Summary – City CIP Discussion – Electric Bus Addition

Please see the attached FY19 CIP submittal summary for board packet, which has been updated to reflect our planned transition to clean diesel and eventually electric vehicles and resulting battery pack cost savings. See bus replacement and expansion schedule for details.

### 6d Summary – SmarTrip Card Negative Balances

There have been several stories in the press about the upcoming elimination of negative balances on SmarTrip cards. Here's one from WTOP <https://wtop.com/tracking-metro-24-7/2017/11/major-change-metro-no-longer-allow-negative-smartrip-balances/>. Starting 1/8/18, bus boarding's will not be permitted by Metro unless the SmarTrip card being used has enough cash on it to cover the full fare. Previously, riders were allowed to take one trip that put them in the negative. Historically someone who was five cents short could still use their card and make a trip without holding up the bus to reload a small amount of cash. The rider could then board a Metrobus, visit a rail station or CVS, etc. to reload the card before their next trip.

The negative balance change may make sense for Metro from a revenue standpoint, but it likely means that other systems will not follow our lead in turning off the add value feature on their buses. That's too bad because the end of reload on DASH buses has really improved our on-time performance and reliability.

#### DASH Position/Information:

Per the Regional Smartrip agreement, each agency has a set of specific business rules and parameters for all of the different Smartrip transactions and how those transactions are handled. Our business rules are completely separate from those of WMATA, so this change will not impact any transactions occurring on DASH buses. Passengers will still be able to board DASH buses and complete one trip with a negative balance, however, if they try to transfer to a WMATA route, the card will not be accepted (and they will be required to add value at the farebox on that WMATA bus).

Under the current WMATA policy, a person with a valid SmarTrip enabled DASH Pass could be rejected at a DASH farebox because they have a negative balance from a Metrorail/Metrobus ride, even though they have a valid DASH Pass on the card. Under the new policy, it's not possible to have a negative balance from a WMATA trip, so the rejection would occur at the WMATA farebox, instead of at the DASH farebox. This should serve to further help with dwell times and customer convenience on our end.

Note that after this change, we will be the only regional partner that allows negative balances, and - not coincidentally - the only one that prevents onboard value adds.



Alexandria Transit Company (DASH)

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## 6e Summary – Resolution, Vision Zero Pedestrian Detection System

It is the recommendation of the General Manager that the Board consider the resolution in support of the Alexandria Vision Zero Action Plan. The following information is provided pertaining to a forthcoming application by DASH to the Department of Rail & Public Transportation for a pilot program. This pilot is to install a MobileEye™ system on two DASH buses (one trolley and one regular route bus) to determine the system's effectiveness in alerting the bus operator to pedestrians in the driver's blind spot.

Talking Points regarding the MobileEye™ System are included below:

- Pedestrian Collision Warning alerts the driver to pedestrians and cyclists in danger zones.
- The system is capable of differentiating pedestrians and cyclists from inanimate objects.
- Critical for City Driving: the system will provide data for the City of Alexandria to identify pedestrian near miss Hot Spots that could require infrastructure improvement.
- Pedestrians are more distracted than ever, e.g. looking at their phones rather than where they're going, standing in the crosswalk instead of on the curb, trying to beat the light, etc. The Pedestrian Collision Warning provides an added layer of protection for everyone.



System constantly scans areas



Driver has blind spots



System identifies a pedestrian or cyclist in path and sounds an alarm



Driver is able to avoid impact

## ATC Board Agenda Detail

**Agenda Item #:** 7  
**Item Title:** Old Business  
**Contacts:** Josh Baker, General Manager  
**Attachments:** None  
**Customer Impact:** a) Moderate ●  
**Board Action:** None/FYI



### 7a Summary – OT Report and Analysis by General Manager

In the September regular monthly meeting, the General Manager provided an Overtime Analysis for informational purposes, which identified potential causes of the overtime issues and the changes put in place. Overtime utilization at DASH has consistently improved as a result of changes implemented by the Safety & Training, Human Resources and Operations Departments working together under the direction of the General Manager. The hiring process has been streamlined, overtime hours incurred are scrutinized each payroll, leave without pay has been significantly limited (requires General Manager approval only), and staff have been informed that overtime is not permitted unless approved in advance by the employee's director.

These changes have resulted in a **97% decrease** in overtime between payrolls in August 2017 and November, 2017. There is still a lot of work to be done, however this is a major improvement accomplished in 4 months.

Payroll	Total Overtime
August 19, 2017	\$71,664.61
September 2, 2017	\$74,229.84
September 16, 2017	\$63,230.67
September 30, 2017	\$81,997.50
October 14, 2017	\$54,715.75
October 28, 2017	\$57,655.13
November 11, 2017	\$50,896.19
November 25, 2017	\$36,272.41



### **ATC Board Agenda Detail**

**Agenda Item #:** 8  
**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, January 10<sup>th</sup>, 2017 at 5:30 p.m.**

Please note, all future meetings will take place at the **Council Workroom, 2<sup>nd</sup> Floor**

*Consider Adjournment*

-- Board Attendance Log on Next Page --



**Alexandria Transit Company Board of Directors**

**ATTENDANCE LOG**

**2017 - 2018 REGULAR (*and special*) BOARD MEETINGS**

("P" present - "A" absent - "E" excused)

<b>Meeting Date</b>	<b>Paul Abramson</b>	<b>Chieko Clarke</b>	<b>David Kaplan</b>	<b>Kerry Donley</b>	<b>Stephen Klejst</b>	<b>Yon Lambert</b>	<b>Richard Lawrence</b>	<b>Meredith MacNab</b>	<b>Laura Triggs</b>
07/2017	<i>No Meeting</i>								
08/2017	<i>No Meeting</i>								
09/13/2017	P	P	P	P	E	E	P	P	E
10/18/2017	P	E	P	P	P	P	E	P	P
11/08/2017	P	P	P	P	P	P	E	P	P
12/13/2017									
01/10/2018									
02/14/2018									
03/14/2018									
04/11/2018									
05/09/2018									
06/13/2018									





# Alexandria Transit Company Board of Directors Meeting

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## **Meeting Agenda Detail #6a Attachments:**

Presentation of the General Managers  
Proposed Preliminary Budget



# Alexandria Transit Company

## Fiscal Year 2019 Preliminary Operating Budget

	FY19 Proposed Budget	FY18 Approved Budget	% Change
<b>SERVICE CALCULATIONS &amp; ASSUMPTIONS</b>			
Miles	2,045,000	2,041,700	0.2%
Hours	237,000	232,000	2.2%
Revenue Ridership	2,912,000	3,075,000	-5.3%
<b>Total Ridership</b>	<b>3,840,000</b>	<b>4,038,000</b>	<b>-4.9%</b>

<b>REVENUE</b>			
Passenger Revenue	\$ 3,581,000	\$ 3,632,000	-1.4%
Transit Charter Fares	\$ 847,000	\$ 847,000	0.0%
Trolley Subsidy	\$ 981,526	\$ 952,938	3.0%
<b>Total Revenue</b>	<b>\$ 5,409,526</b>	<b>\$ 5,431,938</b>	<b>-0.4%</b>
<i>Revenue minus Trolley</i>	<i>\$ 4,428,000</i>	<i>\$ 4,479,000</i>	<i>-1.1%</i>

<b>EXPENSES</b>			
Administration	FY 2019	FY 2018	% Change
Labor	\$ 1,336,156	\$ 1,497,000	
Fringe Benefits	\$ 124,762	\$ -	
Payroll Taxes	\$ 130,883	\$ -	
Retirement Costs	\$ 83,588	\$ -	
Recruitment	\$ 88,000	\$ -	
Overtime (3% of Labor Expense)	\$ -	\$ -	
Printing - Marketing	\$ 40,000	\$ 80,000	
Advertisement - Marketing	\$ 40,000	\$ 40,000	
Vehicle Liability Insurance	\$ 500,472	\$ 502,304	
Telecommunications	\$ 71,269	\$ 75,000	
Utilities	\$ 300,000	\$ 300,000	
Contractual Services	\$ 335,184	\$ 286,000	
Dues and Subscriptions	\$ 10,108	\$ 30,000	
Training and Travel	\$ 16,500	\$ 32,000	
Postage, Office Supplies, Photocopying	\$ 12,000	\$ 24,000	
Personnel Recruitment and Training	\$ 88,000	\$ 108,000	
Contingencies	\$ 100,000	\$ 100,000	
<b>Total Administration Expenses</b>	<b>\$ 3,276,923</b>	<b>\$ 3,074,304</b>	<b>6.6%</b>

Maintenance	FY 2019	FY 2018	% Change
Labor	\$ 1,482,962	\$ 2,124,000	
Fringe Benefits	\$ 268,360	\$ -	
Payroll Taxes	\$ 110,821	\$ -	
Retirement Costs	\$ 92,159	\$ -	
Recruitment	\$ -	\$ -	
Overtime (3% of Labor Expense)	\$ 44,489		
Repair Parts	\$ 449,000	\$ 449,000	
Vehicle Maintenance Service	\$ 100,000	\$ 100,000	
Tools and Equipment	\$ 25,000	\$ 25,000	
Laundry	\$ 5,000	\$ 18,000	
Building Maintenance	\$ 175,000	\$ 100,000	
Postage, Office Supplies, Photocopying	\$ 5,000	\$ -	
Training and Travel	\$ 5,000	\$ -	
<b>Total Maintenance Expenses</b>	<b>\$ 2,762,791</b>	<b>\$ 2,816,000</b>	<b>-1.89%</b>



Operations	FY 2019	FY 2018	% Change
Labor	\$ 7,350,696	\$ 9,195,575	
Fringe Benefits	\$ 1,579,460	\$ -	
Payroll Taxes	\$ 559,597	\$ -	
Retirement Costs	\$ 385,514	\$ -	
Recruitment	\$ -	\$ -	
Overtime (3% of Labor Expense)	\$ 220,521		
Fuel	\$ 1,008,000	\$ 1,008,000	
Lubricants	\$ 71,000	\$ 71,000	
Operating Materials and Supplies	\$ 120,000	\$ 120,000	
Tires	\$ 100,000	\$ 100,000	
Training and Travel	\$ 11,794	\$ -	
Postage, Office Supplies, Photocopying	\$ 5,000	\$ -	
<b>Total Transportation Expenses</b>	<b>\$ 11,411,582</b>	<b>\$ 10,494,575</b>	<b>8.7%</b>
<b>Total Operating Budget</b>	<b>\$ 17,451,297</b>	<b>\$ 16,384,879</b>	<b>6.5%</b>
<b>Capital Outlay</b>	<b>\$ 140,000</b>	<b>\$ 140,000</b>	<b>0.0%</b>
<b>Net Transit Service Costs: (City of Alexandria)</b>	<b>\$ 12,181,771</b>	<b>\$ 11,092,941</b>	<b>9.8%</b>
<i>2019 Budget Request vs. 2018 Budget Request</i>	<i>\$ 12,181,771</i>	<i>\$ 11,792,941</i>	<i>3.3%</i>
<i>2018 Budget Request vs. 2017 Actual Budget</i>	<i>\$ 11,792,941</i>	<i>\$ 11,092,941</i>	<i>6.3%</i>





# Alexandria Transit Company Board of Directors Meeting

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## **Meeting Agenda Detail #6b Attachments:**

Budget Reduction Scenarios  
by the General Manager & Director of Planning





# MEMORANDUM



**DATE:** DECEMBER 8, 2017  
**TO:** ATC BOARD OF DIRECTORS  
**FROM:** JOSH BAKER, CEO/GENERAL MANAGER  
**SUBJECT:** FY 2019 BUDGET REDUCTION SCENARIOS

On November 2<sup>nd</sup>, the Office of the City Manager distributed a memorandum requesting that all city departments prepare budget reduction proposals for the upcoming FY 2019 city budget allocation process. Each department has been instructed to identify potential reductions that equate to two percent (2%) of their FY 2018 budget allocation. Although not a city department, ATC has also been asked to identify reductions for the DASH and King Street Trolley subsidies. These reduction targets represent a \$182,233 decrease from the FY18 approved DASH subsidy and a decrease in the King Street Trolley subsidy of \$14,920, for a total subsidy reduction target of \$197,153.

Although the above reduction targets are based upon the approved FY18 DASH subsidy (\$11,092,941), ATC staff has augmented the FY19 ATC budget request by over \$1 million (*see budget proposal for exact figure*) in order to meet accurate, actual labor costs and expenses. The General Manager believes this new request amount reflects the true and actual annual funding requirement to manage and operate DASH and the King Street Trolley service. Using the new FY19 budget request as a baseline, a much larger reduction of roughly \$1,200,000 would be required.

This memorandum presents four potential budget reduction scenarios for consideration by the ATC Board of Directors. Three of the scenarios include service reductions and/or fare adjustments that add up to 2% of the FY18 subsidy amounts. The fourth scenario includes more aggressive reductions to lower the total FY19 budget request by the full \$1,200,000, to 2% below the total FY18 DASH current subsidy amount. A tabular summary of each reduction scenario is provided with corresponding ridership and revenue impacts.

Based on internal evaluation and discussion, ATC staff recommends that **Scenario C (Fare Increase + AT-3/4 Service Reduction)** and **Trolley Reduction Option #2 (Reduced Evening Service during Peak Season)** be submitted to the Office of the City Manager for consideration as potential subsidy reductions for the FY19 budget process.

Note that the 2% reduction to the King Street Trolley subsidy is considered separately from Scenarios A, B and C, and is addressed at the end of this memorandum.



## Scenario A – Service Reductions to AT-3/4, AT-4 & AT-6

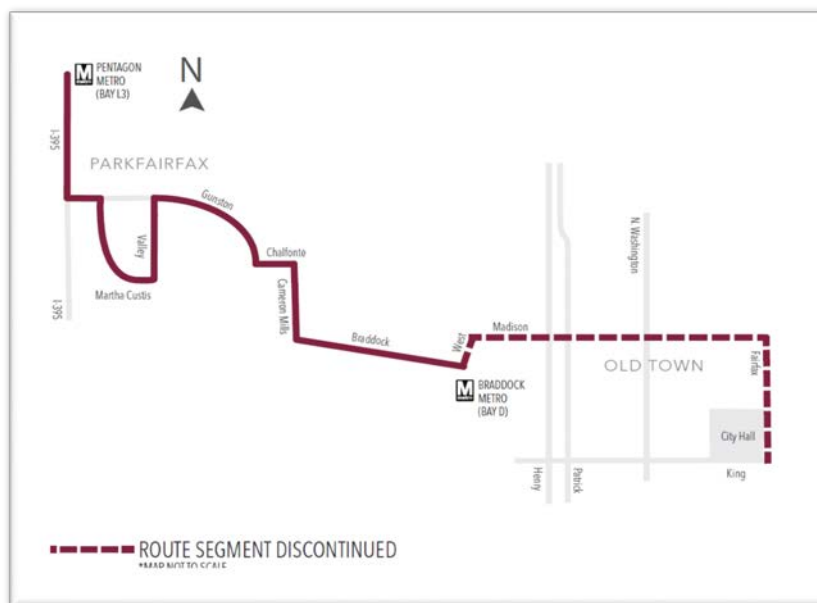
The first scenario includes several major service changes – the discontinuation of AT-4 service between City Hall and Braddock Road Metro, the elimination of AT-3/4 service on weekday evenings, and the reduction of weekday evening service on the AT-6. Based on staff analyses, these four changes represent a reduction of roughly \$180,000 with moderate passenger impact.

**Table 1 - Scenario A (Service Reductions)**

Item	Route/Description of Change	Annual Boardings		DASH Subsidy Amount	
		Net Change	Percent Change	Net Change	Percent Change*
SCENARIO A - SERVICE REDUCTIONS					
A-1	Shorten AT-4 route; eliminate service between Braddock Road Metro & City Hall	-4,300	-0.1%	(\$113,685)	-1.2%
A-2	Eliminate AT-3/4 evening service on weekday evenings after 8:00 PM.	-2,300	-0.1%	(\$38,285)	-0.4%
A-3	Reduce evening AT-6 service on weekdays to run once every hour after 8:00 PM.	-5,000	-0.1%	(\$28,488)	-0.3%
	SCENARIO A TOTALS	-11,600	-0.3%	(\$180,458)	-2.0%

The AT-4 currently runs during weekday peak hours between City Hall in Old Town Alexandria to the Pentagon Metro Station via the Braddock Road Metro, Park Fairfax and I-395. As shown in the map below, the proposed change would shorten the route so that it only operates between the Braddock Road Metro and the Pentagon Transit Center. Since the majority of AT-4 passengers live in north Alexandria, west of the Braddock Road Metro and commute to the Pentagon, they would not be significantly affected by this change. There are, however, a few dozen AT-4 passengers who use the route in Old Town, who would now be required to make a transfer to the AT-8 at the Braddock Road Metro. This inconvenience could be mitigated by designing the schedule to accommodate a timed transfer between the AT-4 and the AT-8, which both run every 20 minutes during weekday peak periods.

**Figure 1 – Potential AT-4 Route Adjustment**



The second proposed change in Scenario A is the discontinuation of weekday evening service on the AT-3/4. The AT-3/4 runs a counterclockwise loop between Old Town and Park Fairfax via the Braddock Road Metro. On weekdays, the route only operates during middays (10:00 AM - 3:00 PM) and evenings (8:00 PM – 11:00 PM) to complement the AT-3 and AT-4, which run during peak hours. The proposed change would eliminate the three existing AT3-4 loop trips that occur after 8:00 PM. The total combined ridership on these three trips is roughly 10 passengers per day. Some of the impacted riders may be able to use the AT-9 or the Metrobus 22-A, but there are no viable alternatives for the passengers along Russell Road, Cameron Mills Road and Braddock Road after 8:00 PM on weekdays.

The third change would reduce weekday evening service on the AT-6 from running once every 30 minutes to once every 60 minutes after 8:00 PM. The AT-6 provides direct service along King Street between NVCC-Alexandria and the King Street Metro. This reduction could result in increased wait times for 30-40 passengers each day. Some of the impacted passengers may be able to use the AT-5, which runs every 40-60 minutes until 10:30 PM. ATC staff estimates that this change would result in a loss of 20 daily boarding's.

Although Scenario A reaches the target reduction with the least impact to annual ridership, the changes would have a much more adverse impact on the impacted riders. Instead of paying a slightly higher fare, these passengers' current trips would take much longer to complete or may no longer be possible. Consequently, staff does not recommend relying entirely upon service cuts to achieve the 2% reduction target.



## **Scenario B – Increase Base Fare from \$1.60 to \$1.75 with \$0.15 Senior Discount**

ATC staff reviewed a series of potential fare increases to determine the ridership and revenue impacts that would be associated with each scenario. Based on the attached analyses, staff calculated that a \$0.15 increase to the base fare – from \$1.60 to \$1.75 – with a \$0.15 discount for seniors would precipitate a 2.6% ridership drop while achieving an \$191,000 increase in annual passenger revenues. Although this estimate assumes a relatively high fare elasticity of 0.033, it does not account for the fact that all other nearby transit providers charge a higher base fare of \$2.00 per trip. This fact could soften the ridership impact of the proposed fare increase.

As a means of mitigating the impact on some passengers, this scenario also includes a \$0.15 discount for senior passengers (65 years old or more). Based on the new fare type, senior riders would continue to pay the current fare (\$1.60) and would not be subject to the proposed fare increase. This step is consistent with DASH's recent emphasis on providing exceptional, affordable service to all passengers.

**Table 2 – Scenario B (Fare Increase)**

Item	Route/Description of Change	Annual Boardings		DASH Subsidy Amount	
		Net Change	Percent Change	Net Change	Percent Change*
SCENARIO B - FARE INCREASE					
B-1	Increase base fare from \$1.60 to \$1.75 with \$0.15 Senior Discount	-100,909	-2.6%	(\$191,000)	-2.1%
	SCENARIO B TOTALS	-100,909	-2.6%	(\$191,000)	-2.1%



## **Scenario C – Service Reduction + Fare Adjustments**

The third scenario takes a blended approach by combining a minor fare increase with a DASH Pass cost increase and a minor service reduction to achieve the 2% target reduction. Under this scenario, the base fare would be increased to \$1.70 with a \$0.20 senior discount, while the cost of a monthly DASH Pass would increase from \$40 to \$45. On the service side, this scenario includes the same elimination of AT-3/4 weekday evening service that was discussed in Scenario A.

**Table 3 – Scenario C (Service Reduction & Fare Adjustments)**

Item	Route/Description of Change	Annual Boardings		DASH Subsidy Amount	
		Net Change	Percent Change	Net Change	Percent Change *
SCENARIO C - SERVICE REDUCTION + FARE INCREASE					
C-1	Increase base fare from \$1.60 to \$1.70 with \$0.20 Senior Discount	-62,000	-1.6%	(\$123,302)	-1.4%
C-2	Increase cost of monthly DASH Pass from \$40 to \$45	-16,000	-0.4%	(\$17,711)	-0.2%
C-3	Eliminate AT-3/4 evening service on weekday evenings after 8:00 PM.	-2,300	-0.1%	(\$38,285)	-0.4%
	SCENARIO C TOTALS	-80,300	-2.1%	(\$179,298)	-2.0%

By increasing the base fare to \$1.70 with a \$0.20 senior discount, and increasing the DASH Pass cost from \$40 to \$45, DASH could generate an additional \$141,000 in annual passenger revenues. These changes would reduce system ridership by roughly 2%. With the senior discount fare, passengers aged 65 and over would experience a fare decrease, which would generate a 2% uptick in ridership among seniors.

Combined with the additional \$38,000 in cost savings from removing weekday evening service on the AT-3/4, Scenario C would reduce the overall subsidy by roughly \$180,000. While this scenario is projected to decrease ridership by about 2%, it represents a well-balanced compromise between fare increases – which have a relatively minor impact shared by many passengers – and service reductions, which have a more severe impact upon a smaller group of passengers that is dependent upon less-productive DASH routes.



## Scenario D – Major Service Cuts & Fare Increases

While the three previous scenarios only account for the 2% gap between the approved FY18 budget and the target subsidy amount, Scenario D provides an aggressive series of reductions that add up to close to \$1.2 million to cover the larger gap between the preliminary FY19 budget request and the target subsidy. These more comprehensive reductions include all of the major service cuts shown in the attached table (AT-3/4, AT-4, AT-6, AT-7, AT-9, AT-10 and King Street Trolley), a \$0.40 increase in the base fare, and a \$10 increase in the cost of a DASH Pass from \$40 to \$50.

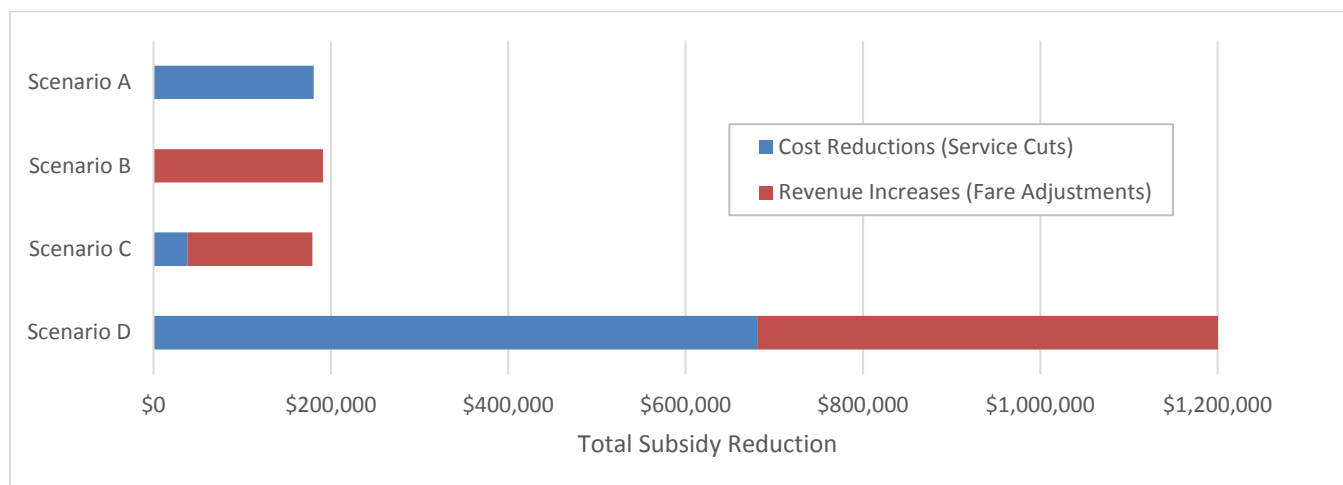
Although this scenario would achieve the \$1.2 million reduction needed to bring the subsidy request down from the FY19 ATC preliminary budget request to the city's target subsidy level, it would bear an enormous impact on existing riders – especially those relying on the AT-6, AT-7, AT-9 and AT-10 – and would severely hinder future ridership growth prospects in developing areas such as the Eisenhower Avenue corridor and Potomac Yard. As a result, this scenario is not recommended by ATC staff, but is intended to serve as a hypothetical example of what would be required to reach the FY19 target subsidy amount.

**Table 4 – Scenario D (Major Service Cuts & Fare Increases)**

Item	Route/Description of Change	Annual Boardings		DASH Subsidy Amount	
		Net Change	Percent Change	Net Change	Percent Change*
SCENARIO D - MAJOR SERVICE REDUCTIONS & FARE INCREASES (INCL. KING ST. TROLLEY)*					
D-1	Increase base fare from \$1.60 to \$2.00 with \$0.40 Senior Discount	-269,000	-7.0%	(\$480,574)	-4.9%
D-2	Increase cost of monthly DASH Pass from \$40 to \$50	-29,000	-0.8%	(\$39,255)	-0.4%
D-3	Service reductions to AT-3/4, AT-4, AT-6, AT-7, AT-9, AT-10 & King Street Trolley	-92,937	-2.4%	(\$680,573)	-6.9%
	SCENARIO D TOTALS	-390,937	-10.2%	(\$1,200,402)	-12.2%

A graph showing the breakdown of the four DASH subsidy reduction scenarios by reduction type (i.e. cost decrease vs. revenue increase) is included below.

**Figure 2 – DASH Subsidy Reduction Scenarios by Reduction Type**



## Trolley Reduction Scenarios

As noted previously, the King Street Trolley subsidy is handled as a separate category for the proposed reductions. In order to achieve the 2% reduction below the FY18 subsidy, the trolley budget must be reduced by \$14,920. Staff has identified the following three service adjustments, each of which would attain the target reduction level.

1. **Reduce Peak Trolley Season by one month.** DASH currently adds extra Trolley service during the summer months so that it operates every 10 minutes from 1:00 PM to 9:00 PM instead of the normal 15 minute headways. Typically, this schedule runs for six months, beginning around April 1 and ending in late September, but ATC staff is proposing to delay the start of the peak season to May 1 to achieve a cost reduction of nearly \$23,000. This change would create longer wait times during the month of May, and could result in significant overcrowding and trip denials, particularly on Saturday afternoons.
2. **Reduce Trolley service to operate every 15 minutes after 8:00 PM during peak season.** Currently, the trolleys run every 10 minutes until 9:00 PM during the summer months. By switching to 15 minute service one hour earlier, the annual trolley subsidy could be reduced by over \$18,000. The impact of this change would be relatively small, as it equates to only one fewer trip in each direction between the hours of 8:00 PM and 9:00 PM for six months out of the year.
3. **Discontinue weekday trolley service before 11:00 AM.** As part of the FY19 budget reduction, the start of daily service was delayed from 10:00 AM to 10:30 AM. This reduction would push that time back 30 minutes to 11:00 AM on weekdays. Trolley service would continue to start at 10:30 AM on Saturdays and Sundays. This reduction would produce a net annual cost savings of over \$22,000.

Item	Description	Net Change (Annual Boadings)	Reduction Amount
<b>Trolley Subsidy Reductions</b>			
T-1	Shorten KST peak season by one month (Begins May 1 instead of April 1)	-8,622	(\$23,400)
T-2	During KST peak season, stop 10 minute service at 8:00 PM instead of 9:00 PM	-3,322	(\$18,120)
T-3	Start Trolley service at 11:00 AM, instead of 10:30 AM on weekdays.	-7,831	(\$22,590)
T-4	Start service at 11:00 AM, instead of 10:30 AM	-4,462	(\$10,523)

**Based on the analyses shown in the preceding table, ATC staff recommends Trolley Reduction #2 as the option with the least impact on existing riders.** Although the trolley ridership data suggests that maintaining 10-minute service until 9:00 PM would be beneficial, the additional waiting time and slightly more crowded vehicles during that hour should not have a major impact on passengers.



With the service reductions and fare adjustments outlined in Scenario C, and the trolley reduction identified above, ATC could achieve its target reduction of roughly \$197,000. A final summary of the changes included in these scenarios is included below.

Item	Route/Description of Change	Annual Boardings		DASH Subsidy Amount	
		Net Change	Percent Change	Net Change	Percent Change*
PROPOSED 2% SUBSIDY REDUCTION SCENARIO					
C-1	Increase base fare from \$1.60 to \$1.70 with \$0.20 Senior Discount	-62,000	-1.6%	(\$123,302)	-1.4%
C-2	Increase cost of monthly DASH Pass from \$40 to \$45	-16,000	-0.4%	(\$17,711)	-0.2%
C-3	Eliminate AT-3/4 evening service on weekday evenings after 8:00 PM.	-2,300	-0.1%	(\$38,285)	-0.4%
T-1	During peak Trolley season, stop 10 minute service at 8:00 PM instead of 9:00 PM	-3,000	-0.1%	(\$18,120)	-0.2%
	TOTAL SUBSIDY REDUCTION (DASH + Trolley)	-83,300	-2.2%	(\$197,418)	-2.0%
	Target 2% Reduction			(\$197,153)	
	Net Difference			\$265	





FY19 FARE CHANGE SCENARIOS

Category	FY19 (Baseline)	F-4	F-5	F-6
Base Fare:	\$1.60	\$2.00	\$1.75	\$1.70
Senior (65+) Fare:	\$1.60	\$1.60	\$1.60	\$1.50
DASH Pass:	\$40	\$50	\$40	\$45
Monthly DASH Pass Savings	\$24	\$30	\$30	\$23
Estimated Total Ridership	3,840,000	3,570,909	3,739,091	3,778,182
Estimated Ridership Loss*	0	-269,091	-100,909	-61,818
Percent Ridership Loss	0.0%	-7.0%	-2.6%	-1.6%
Estimated Ridership (Seniors)	288,000	288,000	288,000	293,455
Net Change (Seniors)	0	0	0	5,455
Estimated Ridership (Non-Seniors)	3,552,000	3,282,909	3,451,091	3,484,727
Net Change (Non-Seniors)	0	-269,091	-100,909	-67,273
Revenue Ridership	2,872,044	2,647,494	2,772,185	2,801,168
Base Fare Trips	1,565,940	1,338,760	1,407,344	1,421,061
Senior Base Fare Trips (\$1.50)	-	117,445	117,445	119,670
Cash Fare:	292,831	250,348	263,173	265,738
Senior Cash Fare:	-	35,234	35,234	35,901
SmarTrip Fare:	1,273,109	1,088,412	1,144,171	1,155,322
Senior SmarTrip Fare:	-	82,212	82,212	83,769
DASH Passes Boardings	255,814	241,279	262,274	243,932
DASH Passes Sold	8,093	7,633	8,298	7,717
Avg. Cost per DASH Pass Ride:	\$1.27	\$1.58	\$1.27	\$1.42
% DASH Pass Savings over CASH	21%	21%	28%	16%
	0.21	0.21	0.28	0.16
Cash Fare Revenue	\$468,529	\$557,070	\$516,927	\$505,607
SmarTrip Fare Revenue	\$2,036,975	\$2,308,363	\$2,133,838	\$2,089,702
DASH Pass Revenue	\$323,729	\$381,669	\$331,904	\$347,279
Other Revenue (SmarTrip Payments)	\$690,333	\$792,293	\$727,771	\$717,991
Total Revenues	\$3,519,565	\$4,039,395	\$3,710,440	\$3,660,579
Net Change		\$519,829	\$190,874	\$141,013
		14.8%	5.4%	4.0%
Passenger Revenues	\$3,519,565	\$4,039,395	\$3,710,440	\$3,660,579
Other Revenues (includes Trolley subsidy)	\$1,799,000	\$1,799,000	\$1,799,000	\$1,799,000
Total Revenues:	\$5,318,565	\$5,838,395	\$5,509,440	\$5,459,579
Estimated Revenue Increase		\$519,829	\$190,874	\$141,013
AVERAGE FARE:	\$1.23	\$1.53	\$1.34	\$1.31
Total Operating Expenses	\$17,393,618	\$16,075,000	\$16,075,000	\$16,075,000
Net Operating Expenses	\$12,075,053	\$10,236,605	\$10,565,560	\$10,615,421
Net Transit Service Cost (includes Trolley subsidy)	\$11,122,115	\$11,188,605	\$11,517,560	\$11,567,421
Operating Ratio (with Trolley)	30.6%	36.3%	34.3%	34.0%
Operating Ratio (without Trolley)	24.9%	30.1%	28.1%	27.8%



FY 2019 Potential Service Reductions								
Item	Route	Day	Route/Description of Change	Net Change (Annual Platform Hours)	Net Change (Daily Boarding's)	Net Change (Annual Beadings)	Lost Passenger Revenues	Reduction Amount
<b>Regular Service</b>								
1	AT-3/4	Weekday	Eliminate midday service on weekdays.	-1,318	-29	-7,300	\$8,979	(\$70,086)
2	AT-3/4	Weekday	Eliminate evening service on weekdays.	-685	-9	-2,300	\$2,829	(\$38,285)
3	AT-3/4	Saturday	Eliminate Saturday service.	-680	-55	-3,000	\$3,690	(\$37,110)
4	AT-3/4	Sunday	Eliminate Sunday service.	-592	-50	-2,800	\$3,444	(\$32,071)
5	AT-4	Weekday	Shorten route; eliminate service from Braddock Road Metro to City Hall	-1,983	-17	-4,300	\$5,289	(\$113,685)
6	AT-6	Weekday	Reduce evening service on weekday to run hourly after 8:00 PM	-577	-20	-5,000	\$6,150	(\$28,488)
7	AT-7	Weekday	Eliminate weekday service before 6:30 AM	-402	-14	-3,500	\$4,305	(\$19,791)
8	AT-9	Weekday	Reduce midday service on weekdays to run hourly.	-2,761	-105	-26,400	\$32,472	(\$133,188)
9	AT-9	Saturday	Eliminate Saturday service.	-1,734	-162	-8,900	\$10,947	(\$93,102)
10	AT-10	Saturday	Reduce Saturday service to run once every hour.	-776	-94	-5,200	\$6,396	(\$40,134)
			Regular Service Reduction Totals	-11,507	-555	-68,700	\$84,501	(\$605,940)
<b>Trolley Service</b>								
1	KST	All	Shorten peak season by one month (Begins May 1 instead of April 1)	-390	-287	-8,622	\$0	(\$23,400)
2	KST	All	During peak season, stop 10 minute service at 8:00 PM instead of 9:00 PM	-302	-22	-3,322	\$0	(\$18,120)
3	KST	Weekday	Start service at 11:00 AM, instead of 10:30 AM	-377	-31	-7,831	\$0	(\$22,590)
4	KST	Sat/Sun	Start service at 11:00 AM, instead of 10:30 AM	-175	-40	-4,462	\$0	(\$10,523)
			Trolley Service Reduction Totals	-1,244	-381	-24,237	\$0	(\$74,633)
			TOTAL REDUCTIONS (Regular Service + Trolley Service)	-12,751	-935	-92,937	\$84,501	(\$680,573)





# Alexandria Transit Company Board of Directors Meeting

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## **Meeting Agenda Detail #6c Attachments:**

Alexandria City CIP Update  
Electric Bus Addition



FY19 ATC Capital Improvement Plan (CIP) Preliminary Submittal

Item	Project Description	FY 2019 Requests			FY 2018-2027 Request Totals		
		Approved	Updated	Net Change	Approved	Updated	Net Change
1	<b>Bus Fleet Replacement.</b> The Alexandria Transit Company (ATC) bus replacement schedule is based on the 12-year life cycle of a heavy-duty transit bus. Due to recent budgetary constraints and uncertainty surrounding the future of the hybrid bus program, ATC has delayed its purchase of replacement buses, and continued to operate older diesel buses well beyond their useful life and scheduled replacement date. Based on the recent recommendation of the ATC Board of Directors, ATC will be switching to clean diesel buses to meet its near-term fleet replacement needs and achieve SOGR standards in a reliable, cost effective manner. This funding will cover the cost of new clean diesel replacement buses and includes the eventual transition to electric buses for fulfillment of the DASH fleet replacement schedule.	\$4,050,000	\$3,460,000	(\$590,000)	\$25,925,000	\$53,785,000	\$27,860,000
2	<b>DASH Hybrid/Electric Battery Pack Replacement.</b> The hybrid/electric battery pack replacement at the bus’s mid-life ensures reliable operation of DASH’s current hybrid fleet, and the future electric bus fleet.	\$200,000	\$350,000	\$150,000	\$3,800,000	\$2,500,000	(\$1,300,000)
3	<b>DASH Fleet &amp; Facility Expansion.</b> ATC reached its bus storage parking limits with the arrival of the seven new buses in October 2014. ATC has proposed a funding plan to allow for a staged implementation of expanded bus storage capacity. The City’s temporary parking arrangement for its overflow impound lot, currently housed on the adjacent DASH bus expansion land, will ultimately need to be relocated. This project also includes funding for six (6) new buses to start the implementation of the DASH 10-year Long Range Plan. These buses will be used to implement the Van Dorn Circulator service. <b>UPDATE: DASH is working to leverage additional funding for this project through FY18-FY23 NVT A Six-Year Plan. This additional funding would be used concurrently with the previous Smartscale-funded "Facility &amp; Fleet Expansion" request to upgrade the new part of the garage with enhanced electrical infrastructure, shop chargers, and new maintenance equipment in advance of the delivery of the first order of electric buses. Additional funds from this new request would be allocated for two in-line chargers, and a fleet expansion of eight (8) additional electric buses.</b>	\$397,000	\$397,000	\$0	\$11,134,000	\$11,134,000	\$0
4	<b>DASH Electronic Fare Payment.</b> The current regional SmarTrip program is nearing its useful life. Alexandria Transit Company, along with the rest of the regional transit partners, will be working towards the development of a new fare payment system. This will take a number of years. In the meantime, the region will be procuring hardware and software to upgrade the current SmarTrip system to extend its useful life.	\$0	\$0	\$0	\$1,200,000	\$1,200,000	\$0
5	<b>DASH Technology.</b> This project will fund transportation scheduling software which allows a transit agency to design bus routes, create bus stops, schedule bus routes, combine individual bus trips into blocks, cut blocks into pieces that individual drivers will operate on a daily basis, assign individual drivers into runs, and provide customer information about the network. The automation allows for schedulers and transit planners to quickly develop many different scheduling scenarios which can significantly increase the operational efficiency of today’s transit systems.	\$0	\$0	\$0	\$600,000	\$600,000	\$0



Bus Replacement and Expansion Schedule (FY19 CIP)

Fiscal Year			2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027
Delivery Year	Quantity	Retire Date	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028
2000 Orions	10	Due 2012	5	5											
2002 Orions	8	Due 2014	1	1	6										
2005 Orions	14	Due 2017			8	6									
2007 Orions	9	Due 2019				2	7								
2007 Gilligs	4	Due 2019				4									
2011 Gilligs	15	Due 2023							6	6	3				
2012 Gilligs	10	Due 2024									3	7			
2014 Gilligs	7	Due 2026											7		
2015 Gilligs	14	Due 2027												7	7
Replacement Buses			6	6	14	12	7	0	6	6	6	7	7	7	7
Clean Diesel Replacement Buses			6	6	14	12	7	0	4	4	3	3	2	0	0
Electric Replacement Buses									2	2	3	4	5	7	7
Total Replacement Buses			6	6	14	12	7	0	6	6	6	7	7	7	7
Expansion Buses															
CD Expansion Buses			0	0	0	0	0	0	0	4	2	0	0	0	0
Electric Expansion Buses			0	0	0	0	0	0	0	4	4	0	0	0	0
Total Expansion Buses			0	0	0	0	0	0	0	8	6	0	0	0	0
Total Bus Purchase			6	6	14	12	7	0	6	14	12	7	7	7	7
Total Fleet Size			85	85	85	85	85	85	85	93	99	99	99	99	99
Clean Diesel Unit Price					\$475,000	\$484,500	\$494,190	\$504,074	\$514,155	\$524,438	\$534,927	\$545,626	\$556,538	\$567,669	\$579,022
Electric Unit Price					\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000	\$1,200,000

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FUNDING REQUIRED (REPLACEMENT)

CD Replacement	\$6,650,000	\$5,814,000	\$3,459,330	\$0	\$2,056,621	\$2,097,754	\$1,604,781	\$1,636,877	\$1,113,076	\$0	\$0
Electric Replacement	\$0	\$0	\$0	\$0	\$2,400,000	\$2,400,000	\$3,600,000	\$4,800,000	\$6,000,000	\$8,400,000	\$8,400,000
Total Replacement Funding	\$6,650,000	\$5,814,000	\$3,460,000	\$0	\$4,457,000	\$4,498,000	\$5,205,000	\$6,437,000	\$7,114,000	\$8,400,000	\$8,400,000

FUNDING REQUIRED (EXPANSION)

CD Expansion	\$0	\$0	\$0	\$0	\$0	\$2,097,754	\$1,069,854	\$0	\$0	\$0	\$0
Electric Expansion	\$0	\$0	\$0	\$0	\$0	\$4,800,000	\$4,800,000	\$0	\$0	\$0	\$0
Total Expansion Funding	\$0	\$0	\$0	\$0	\$0	\$6,898,000	\$5,870,000	\$0	\$0	\$0	\$0

NET CHANGE FROM APPROVED CIP	FY18-27 Total
FY17 (Approved CIP)	\$25,925,000
FY18 (Submitted)	\$53,785,000
Net Change	\$27,860,000

FY18	FY19	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
\$3,250,000	\$4,050,000	\$4,050,000	\$2,800,000	\$3,375,000	\$2,100,000	\$2,100,000	\$1,400,000	\$1,400,000	\$1,400,000
\$5,814,000	\$3,460,000	\$0	\$4,457,000	\$4,498,000	\$5,205,000	\$6,437,000	\$7,114,000	\$8,400,000	\$8,400,000
\$2,564,000	-\$590,000	-\$4,050,000	\$1,657,000	\$1,123,000	\$3,105,000	\$4,337,000	\$5,714,000	\$7,000,000	\$7,000,000





# Alexandria Transit Company Board of Directors Meeting

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## **Meeting Agenda Detail #6e Attachments:**

Resolution Supporting the Recommendation of the Alexandria Transit Company  
General Manager for Purchase of Pedestrian Detection Systems



# Resolution Supporting the City of Alexandria Vision Zero Action Plan

**WHEREAS**, the City of Alexandria has adopted the goal of eliminating traffic deaths and serious injuries by 2028; and has endorsed the Vision Zero as a comprehensive and holistic approach to achieving the goal; and

**WHEREAS**, the Alexandria Transit Company Board of Directors recognizes that traffic crashes are among the leading cause of deaths and injuries in the world, the United States, and the City; and

**WHEREAS**, death and injury on City Streets is unacceptable and serious crashes are preventable; and

**WHEREAS**, the Alexandria Transit Company serves over BE IT RESOLVED by the Alexandria Transit Company provides over 2 Million miles of service a year within the City; and

**WHEREAS**, the City's streets and transportation systems have traditionally not been designed well for the movement of large Transit Buses; and

**WHEREAS**, the City has committed to improving safety and reaching a goal of eliminating traffic deaths and serious injuries by 2028; and

**WHEREAS**, the Alexandria Transit Company plays a central role in contributing to these noble efforts;

**NOW, THEREFORE, BE IT RESOLVED BY THE ALEXANDRIA TRANSIT COMPANY (DASH) BOARD OF DIRECTORS:**

The Board of Directors hereby adopts a joint goal of eliminating traffic deaths and serious injuries on the DASH system, or as a part of its operations by 2028; and endorses the City's Vision Zero plan as a comprehensive and holistic approach to achieving this goal.

Further, the DASH board hereby directs the General Manager to examine and evaluate any and all methods, operational policies, philosophies, and technologies that contribute to the attainment of this goal. Further, the DASH Board fully supports the General Managers recommendation to pilot pedestrian avoidance technologies for implementation as soon as he or she determines it to be possible.

The undersigned duly qualified and acting Chairman of the **Alexandria Transit Company** certifies that the foregoing is a true and correct copy of a Resolution of the Board of Directors has adopted at a legally convened meeting of the Alexandria Transit Company held on the Thirteenth day of December, 2017.

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Paul Abramson, Chairman

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Date

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Attest: Fatima Ahmed, Secretary

