Advisory Board Agenda

February 14, 2017
8:30 AM
407 E. Water Street, Charlottesville

I. Welcome and Introductions 8:30

II. Approval of Minutes 8:35
   A. 10/11/2016
   B. 12/13/2016

III. Public Comment 8:40

IV. Approval of Agenda 8:55
   A. Agenda changes

V. Report of Committees 9:00
   A. Belmont Bridge
   B. West Main Street
   C. Code Audit / Streets that Work

VI. Manager’s Reports 9:15
    A. Ridership / Performance Statistics – Second Quarter FY 2017
    B. Questions

VII. New Business 9:20
     A. Proposed Changes to Route 9 for YMCA
     B. Budget changes
     C. FY 2017 FTA Funds Withheld
     D. Update on Driver and Staff scheduling

VIII. Old Business 9:45
      A. Update on AVL System upgrade
      B. Update on organizational changes – 2/20/2017
      C. Update on RTA discussions
      D. Update on By Laws amendment.

IX. Next Working Group Meeting schedule / Topic 10:00

X. Adjournment

CAT’s Mission

The mission of Charlottesville Area Transit is to ensure an accessible, effective, compelling regional public transportation option for all area residents.
CAT Advisory Board Record of Proceedings October 11, 2016

- Meeting was called to order by Vice Chair James Mann at 8:35 AM. At the call to order, a quorum was not present.

- Board Members present were:
  - James Mann, Senior Citizens
  - Chip Boyles for Nick Morrison, TJPDC, CA-MPO
  - J’Riah Guerrero, JAUNT
  - Grant Duffield, Housing Authority
  - Rebecca White, UVA
  - John Crosby, City

- Members not present were:
  - Diantha McKeel, Albemarle County resident
  - Peter Thompson, The Senior Center
  - Kristin Szakos, City Council
  - Nick Morrison, TJPDC, CA-MPO
  - Lena Seville, City
  - Jason Ness, Workforce
  - LJ Lopez, City

- There was one guest attendee, Mr. L.D. Perry, a City resident

- During Public Comment Mr. Perry spoke about CAT bus drivers, he was complimentary of the skills and stated that he feels they take a great deal of abuse from our customers. He further stated that most manage CAT policies well but that some do not apply policy uniformly which leads to confrontation and confusion.
  
  Mr. Perry also went on to speak about vagrants who occupy or bus stops downtown and often intimidate waiting passengers and chase them away.
  
  Mr. Jones stated that he would be installing new benches at the stops which would not allow individuals to camp in stops at night. Jones also stated that he would ask CPD to patrol the downtown stops to deter these individuals from “camping” at stops.
  
  Mr. Perry detailed several concerns with Route 1 and asked if better marketing of the route could be done to enhance ridership. He asked that Saturday service on Route 1 which was discontinued in 2014 be reinstated. He stated that the citizens in the area were prepared to rally for reinstatement of Saturday service. Mr. Jones stated he would include a request for additional funding for Route 1 in the FY 2018 Budget.
  
  Mr. Perry also asked if there were plans to have an IVR option in place with the new AVL system for those riders who do not have smart phones. Mr. Jones stated that this was being investigated and he felt that IVR would return in early December.

- Mr. Jones asked if there were any questions regarding the Manager’s Report. There were none.

- During Old Business, Mr. Jones went over the request for later Free Trolley service on weekends.
  
  UVA students would like to have this option.
  
  Mr. Boyles spoke regarding the CA-MPO’s upcoming Transit collaboration study.
  
  Mr. Crosby noted the results of some commuter studies he had put together referencing the possible RTA effort. Mr. Crosby also spoke about the process necessary to achieve economies of
scale for transportation in the outlying communities and also how our neighboring rural counties are being asked to address suburban type needs for everything from transportation to schools.

Mr. Perry asked about the effect an RTA would have on the location of Affordable Housing in the County and the needs and demands for transportation in that context.

Mr. Jones followed up on the request to review and amend the By Laws to include a representative from the County Board of Supervisors.

- During new business Mr. Jones reminded the Board that Routes 2 and 12 had started up on 10/1 and 10/2 and were operating well. Jones also informed the Board that all service would be free on Election Day. He also briefed the Board on the upcoming organizational changes that the City Manager is planning that will move CAT from the division level to the department level in City government.
- A quorum was never achieved so minutes from 8/9/2016 were not able to be approved.
- The meeting adjourned at 10:15 AM.

**Next CAT Board Meeting is 12/13/2016, 8:30 AM, 407 Water Street**
CAT Advisory Board Record of Proceedings December 13, 2016

• Meeting was called to order by Vice Chair Lena Seville at 8:35 AM. A quorum was present.

• Board Members present were:
  Lena Seville, City resident
  James Mann, Senior Citizens
  Peter Thompson, The Senior Center
  Chip Boyles for Nick Morrison, TJPDC, CA-MPO
  John Crosby, City
  Kristin Szakos, City Council
  Rebecca White UVA
  J’Riah Guerrero, JAUNT

• Members not present were:
  Diantha McKeel, Albemarle County resident
  Nick Morrison, TJPDC, CA-MPO
  Jason Ness, Workforce
  Grant Duffield, Housing
  LJ Lopez, City

• Guest attendees – L.D. Perry, City Resident; Brad Sheffield, JAUNT E.D.

• Minutes were not available for approval from 8/9/2016 and 10/11/2016. These will all be approved at the 2/14/2017 meeting.

• The Agenda was approved, Motion by Ms. White, Seconded by Ms. Szakos

• Report of Committees
  o Belmont Bridge - Ms. Seville reported that a design contract for the new bridge is imminent
  o West Main Street – Ms. Szakos reported that consultants are reviewing the final plans and that meetings were being scheduled with individual Councilors to review the new designs. She was also able to report that Mayor Signer and Councilor Galvin asked UVA for assistance with the project and that a Smart Scale application had been filed to assist with funding for the $29+ million project.
  o Code Audit/Streets that Work – Ms. Seville reported that the Code Audit was done and that staff was reviewing Zoning. Ms. Szakos explained the City Code basics and the comprehensive nature of the Street Code and also stated that the goal of the audit was universal application of overarching regulations. Mr. Crosby asked if any of the Jeff Speck suggestions were being incorporated and Ms. Szakos stated that they will be using many of them.
  o PLACE – Ms. Seville reported that the committee was working on By Laws revisions and that no other actions had been taken.

• Ms. Seville presented the conclusions from her class project to study methods CAT could incorporate to better disseminate public information, market services, and attract ridership. Her suggestions include the use of brighter colors, a redesigned logo, simpler schedule and more comprehensive and better organized website. She also cited frequency of service as a major deterrent to building more ridership. Several members commented regarding how current
designs came to be and also how some suggestions may be hard to implement due to budgetary constraints. In general the presentation was well received.

• Mr. Jones covered the Management Report. There were no questions regarding the data.
• During New Business Mr. Jones announced that he would be meeting with management of the new YMCA to discuss the transit needs of that facility, scheduled to open in June 2017.
• During Old Business Mr. Jones gave updates regarding the By Laws amendment process, the Bus Stop Food Drop, RTA discussions and FY 2018 Budget.
• The Working Group will meet January 10, 2017 and discussions will be geared toward marketing.
• The meeting adjourned at 10:27 AM.

Next CAT Board Meeting is 2/14/2017, 8:30 AM, 407 Water Street
Summary Transit Operations for the Second Quarter

Fiscal Year 2017

February 7, 2017
Introduction:

What follows is a summary of second quarter FY 2017 ridership for Charlottesville Area Transit (CAT). This has been compiled using latest operations data available from the CAT fare collection for July 1 through December 31, 2016.

Organization of this Report:

This report is organized by the service hierarchy developed in the 2012-13 Transit Study, these are:

- **Local Routes** are those routes operating in the densely developed areas of the City and County where demand for service is relatively strong even though high frequency service is not supported. These routes provide service to Charlottesville and Albemarle County’s neighborhoods, some commercial areas, and other destinations. These routes make up most of the CAT system.

- **Key Routes** are those routes that form the high frequency backbone of the CAT system. These routes operate primarily along primary arterial roads and offer simple, straight, direct service to major destinations in the City and County.

- **Lifeline Routes** operate in limited areas where there are high proportions of elderly, low income, or autoless households. These routes are maintained to provide a limited amount of service to meet critical needs.

Also summarized are the transit rides provided for University of Virginia students, staff, and health workers and ridership on routes funded either fully or in part by Albemarle County (Routes 1, 2, 3, 5, 10, and 11).

Route Details:

Local Routes:

- **Route 1**: Route 1 serves Woolen Mills and portions of Belmont and Piedmont Virginia community college.
  
  Route 1 funding is 50% City and 50% County

- **Route 3**: Route 3 serves Belmont, Ridge Street, and Southwood.
  
  Route 3 funding is 50% City and 50% County

- **Route 4**: Route 4 serves Fry’s Spring, Fifeville, Jefferson Park Avenue, UVA Medical Center, and Willoughby Square Shopping Center.
  
  Route 4 is 100% City funded.

- **Route 5**: Route 5 serves the commercial and residential areas west of US Route 29 North. This includes Barracks Road, Georgetown Road, Commonwealth Drive, Stonefield Commons, Rio Hill, Albemarle Square, Berkmar Drive, and Walmart on Hilton Heights Road.
  
  Route 5 is 100% County funded.

- **Route 6**: Route 6 serves Downtown, Crescent halls, 1st Street, Elliott Street, Ridge Street, Willoughby Square shopping center, Bailey Road, Prospect Avenue, and UVA medical Center.
  
  Route 6 is 100% City funded.

- **Route 8**: Route 8 serves Rose Hill, Venable, Barracks Road, Seminole Square, Stonefield Commons and the Virginia Workforce Center.
Route 8 is 100% City funded.

- **Route 9**: Route 9 serves UVA Medical Center, Rose Hill, Rugby Road, Charlottesville High School, Greenbrier, and Fashion Square Mall.
  Route 9 is 100% City funded.

- **Route 10**: Route 10 serves East High Street, Pantops, Martha Jefferson Hospital, the Veteran’s Administration, and Stony Point Road.
  Route 10 is 100% County funded.

**Key Routes:**

- **Route 2**: Route 2 serves Fifth Street Station, the route operates 7 days. Route 2 is 50% County funded.

- **Route 7**: Route 7 serves Downtown, West Main Street, Jefferson Park Avenue, Emmet Street, Barracks Road, Best Buy, Hydraulic Road, Seminole Square, Hillsdale and Fashion Square Mall. This route is the most heavily traveled route on the system, it runs with the greatest frequency in the system. Route 7 is 100% City funded.

- **Free Trolley**: The Free Trolley serves Downtown, West Main Street, Jefferson Park Avenue, University Central Grounds, University Avenue, and The Corner. The trolley is the second most heavily traveled route on the system, it runs with higher frequency than all routes except Route 7 and it operates on Sunday. As the name implies, there is no fare required to ride the Trolley. The Trolley is 82% funded by the City and 18% funded by the University of Virginia.

- **Route 12**: Route 12 serves Downtown, West Main Street, Jefferson Park Avenue, Emmet Street, Barracks Road, Best Buy, Hydraulic Road, Seminole Square, Hillsdale, Fashion Square Mall, Berkmar, Rio Hill, Sam’s Club and Walmart. Route 12 operates Sunday only. Route 12 is 100% City funded.

**Lifeline Routes:**

- **Route 11**: Route 11 serves Downtown, Locust Grove, Rio Road, and Fashion Square Mall. Route 11 is 54% City funded and 46% County Funded.

**Second Quarter Operations Statistics:**

<table>
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<tr>
<th>CAT</th>
<th>2017</th>
<th>2016</th>
<th>% +/-</th>
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<tbody>
<tr>
<td>Local Routes</td>
<td>179,246</td>
<td>206,606</td>
<td>-13.24%</td>
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<tr>
<td>Key Routes</td>
<td>343,883</td>
<td>399,276</td>
<td>-13.87%</td>
</tr>
<tr>
<td>Lifeline Routes</td>
<td>13,968</td>
<td>14,798</td>
<td>-5.61%</td>
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<tr>
<td><strong>All Service</strong></td>
<td><strong>537,097</strong></td>
<td><strong>620,680</strong></td>
<td><strong>-13.47%</strong></td>
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<tr>
<td>County Funded</td>
<td>125,632</td>
<td>137,658</td>
<td>-8.74%</td>
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<tr>
<td>University Rides</td>
<td>129,917</td>
<td>112,920</td>
<td>15.05%</td>
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Additional Highlights:

- A fourth GO Driver training program is in progress. To date, CAT has employed 30 drivers through this program.
- The ETA CAD/AVL system has been operating since late November. ETA will be on site March 13-17 doing additional testing, deployment and updating.
- Routes 2 and 12 began full time operations on October 1 & 2, 2016
Advisory Board 2017 Meeting Schedule

February 14, 2017

April 11, 2017

June 13, 2017

August 8, 2017

October 10, 2017

December 12, 2017

DRAFT FOR DISCUSSION