Advisory Board Agenda

April 11, 2017
8:30 AM
407 E. Water Street, Charlottesville

I. Welcome and Introductions 8:30

II. Approval of Minutes 8:35
   A. Minutes from 2/14/2017

III. Matters from the Public 8:40

IV. Approval of Agenda / Agenda Changes 8:55

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

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

VII. New Business 9:20
   A. Regional Transportation Partnership
   B. ADA Recertification and ADA Fare Policy change
   C. Discussion of Route 4 Schedule change
   D. CAT Customer Survey

VIII. Old Business 9:45
   A. Update on organizational changes – 2/20/2017
   B. Update on By Laws amendment
   C. Workforce Scheduling update
   D. Route 9 YMCA realignment

IX. Additional matters from the Public 10:00

X. Next Working Group Meeting schedule / Topic 10:15

XI. 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 February 14, 2017

- Meeting was called to order by Chair Lena Seville at 8:30 AM. A quorum was present.
- Board Members present were:
  Lena Seville, City resident
  James Mann, Senior Citizens
  John Crosby, City
  Kristin Szakos, City Council
  Rebecca White UVA
  J’Riah Guerrero, JAUNT
  Jason Ness, City Workforce Development

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

- Guest attendees – L.D. Perry, City Resident; Brad Sheffield, JAUNT E.D.; Virginia Chambers, UVA Student and member of GRTC (Richmond) Board. During public comment Mr. Perry asked about an issue which affected CAT customer facing IT systems. Mr. Jones explained that all new systems are internet/cloud based and that there was an Areawide internet outage that shut down all systems. Century Link resolved the outage but customers were left without any CAT real time information for several hours. Mr. Perry also asked about the possibility of Saturday service returning to Route 1. Mr. Jones explained that the FY 18 operating budget did not allow for this to happen. Jones stated he would put the request in the FY 19 operating budget. Members asked if the County were considering adding Sunday operations to Route 10 and Mr. Jones stated that this may be under consideration by the County BOS. Mr. Perry re3pointed that many customers would like to see a stop closer to the Wegman’s grocery on Fifth Street Station. Mr. Jones explained that the current stop was at the location specified by the developer of the complex. Mr. Jones stated he would approach Wegman’s management about helping CAT to work with the developer and possibly offer a stop closer to the store(s).
- Minutes from 10/11/2016 and 12/13/2016 were approved. 12/13/2016 Minutes require one change, Mr. Jones will reissue with correction. Motion Ness, Second Seville.
- The Agenda was approved.
- Report of Committees
  o Belmont Bridge - Ms. Seville reported that a new design team for the bridge was chosen and that meetings would move forward in March regarding a new design for the bridge.
  o West Main Street – Mr. Jones went over the design team’s proposal for West Main Street. Design team meetings are being held every month and will continue until the design is agreed upon. A Smart Scale application has been entered to try to get State assistance for the $29+ million project. Construction will be phased but no start date is identified.
  o Code Audit/Streets that Work – There are no updates on this project at this time.
• Mr. Jones reviewed the management and operations reports. Ridership is currently down. Jones cited a number of reasons for this and explained that staff is working very hard to attract new users to CAT. Mr. Jones went over the JAUNT report. Mr. Sheffield, JAUNT E.D. offered some insights into the things that JAUNT does within the CAT service area. It was noted that there were some formatting errors in the JAUNT statistical report. Mr. Jones will correct these and re-issue the corrected report to the members.

• Under new business, Mr. Jones went over the proposed service changes that will be necessary to offer service to the new YMCA. Public sessions will be held in March to introduce these proposals to the public and get input on a preferred alternative before proceeding with any final changes. Mr. Jones reviewed changes to the FY 2018 Budget submittal which City Council will approve in April. Mr. Jones covered the FTA announcement that Virginia, Maryland, and the District of Columbia will have operating grant funds withheld until a State Safety Oversight program for WMATA Metrorail is approved by all three jurisdictions. While this represents a potential $80,000.00 revenue shortfall for CAT, Jones stated he is confident that the three jurisdictions will reach a consensus on the Safety Plan before much longer. Mr. Jones gave an update on driver and staff scheduling changes that will take place to begin the fourth quarter of FY 2017.

• Under old business Mr. Jones gave an update on the progress of the new CAD/AVL installation. The system is working well and ETYA systems will enhance software to add more accuracy in March. Mr. Jones updated the members on the organizational changes at CAT which will become official February 20, 2017 when Mr. Paul Oberdorfer, from Green, Ohio, takes over as City Director of Public Works after Mrs. Judy Mueller retires on February 17, 2017. Mr. Jones stated there would be an update on the RTA process available after today’s meeting of the City/County/University PACC group. Mr. Jones stated that the update of the By Laws is being reviewed by City and County attorneys.

• The Work Group will meet on March 14, 2017. The topic will be the status of County bus service and where CAT may improve County bus service. The next TDP will also be discussed.

• During additional matters from the public Mr. Perry asked what could be done to discourage smoking around our bus stops and also discourage vagrants from hanging around and chasing away customers. He also asked that CAT staff develop programs to reach out to the neighborhoods and promote CAT services. Ms. Seville asked that the Board be afforded the opportunity to review the upcoming CAT survey instrument before it is sent to the public and conducted on buses.

• The meeting adjourned at 10:00 AM.

Next CAT Board Meeting is 4/11/2017, 8:30 AM, 407 Water Street
CAT Third Quarter FY 2017 Operating Report

- Total Ridership for the quarter was 536,825. This is down 5.31% under the third quarter of FY 2016 (566,945);
- Total Ridership Year-to-Date is 1,485,652. This is down 6.64% under FY 2016 (1,591,375). This downturn is consistent with a nationwide trend of lighter ridership.
- Local Route ridership for the quarter was 183,980. This is down 4.14% under FY 2016 (191,927).
- Key Route ridership for the quarter was 336,726. This is down 6.77% under FY 2016 (361,172).
- Lifeline Route ridership for the quarter was 16,119. This is up 16.42% over FY 2016 (13,846).
- County funded ridership for the quarter was 131,062. This is up 4.26% over FY 2016 (125,706).
- University ridership for the quarter was 135,118. This is down 9.66% under FY 2016 (149,573). University rides through the third quarter are up 7.23%, however. Please note that much of this increase stems from CAT’s decision to scan University ID’s for Trolley rides to more effectively gauge trip origins for University affiliated passengers.

### Third Quarter FY 2017 Operating Statistics

<table>
<thead>
<tr>
<th>Category</th>
<th>2017</th>
<th>2016</th>
<th>% +/-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Routes</td>
<td>183,980</td>
<td>191,927</td>
<td>-4.14%</td>
</tr>
<tr>
<td>Key Routes</td>
<td>336,726</td>
<td>361,172</td>
<td>-6.77%</td>
</tr>
<tr>
<td>Lifeline Routes</td>
<td>16,119</td>
<td>13,846</td>
<td>16.42%</td>
</tr>
<tr>
<td>All Service</td>
<td>536,825</td>
<td>566,945</td>
<td>-5.31%</td>
</tr>
<tr>
<td>County Funded</td>
<td>131,062</td>
<td>125,706</td>
<td>4.26%</td>
</tr>
<tr>
<td>University Rides</td>
<td>135,118</td>
<td>149,573</td>
<td>-9.66%</td>
</tr>
</tbody>
</table>

### Third Quarter Highlights

- A Fifth cohort of GO Drivers graduated in March. All 8 graduates had obtained their CDL before graduation so they were able to begin route training immediately. Their training is wrapping up and these new drivers will be driving CAT Routes very soon.
- The Driver work schedule project was put on hold for further analysis. CAT may consider purchasing software to complete this task.
- CAT drivers will be participating in the Statewide Safety Road-E-O in April.
The Charlottesville-Albemarle MPO has presented its RTA recommendations to City Council, the Board of Supervisors, and PACC. The CAMPO Final Report recommends that the groups form a Region Transportation Partnership (RTP). The RTP would be similar in structure to an RTA but would not be a legal entity as such.

CAT will be holding public meetings later this month to discuss final alignment changes to Route 9 to serve the new YMCA and to present schedule enhancements to Route 4 geared toward better schedule adherence.

ADA Recertification will get under way in May.