Advisory Board Agenda
February 13, 2018
8:30 AM
Water Street Center, 407 Water Street

I. Welcome and Introductions 8:30

II. Approval of Minutes from December 12, 2017 8:40

III. Review the Working Group Notes from 1/9/2018 8:45

IV. Matters from the Public 8:50

V. Approval of Agenda / Agenda Changes 9:00

VI. Election of Officers 9:05

VII. Old Business 9:15
   A. TDP Update
   B. Comprehensive Review Update

VIII. New Business 9:30
   A. Hydraulic Road Improvements and Transit
   B. 2018 Meeting Schedule
   C. The 2018 Art Bus promotion
   D. City Council Report 2/20/2018
   E. BOS Report

IX. Report of Committees 9:55
   A. Belmont Bridge
   B. West Main Street
   C. Code Audit / Streets that Work
   D. PLACE

X. Director’s Reports 10:05
   A. Ridership / Performance Statistics – December / January FY 2018
   B. Questions

XI. Additional matters from the Public 10:10

XII. Next Working Group Meeting 3/6/2018 will be facilitated by Allison Partners and discuss the CAB’s role moving forward 10:25

XIII. Adjournment 10:30

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 December 12, 2017

- Board Members present were:
  
  Lena Seville, Chair  
  Diantha McKeel, Albemarle County Resident  
  Chip Boyles, TJPDC, CA-MPO  
  James Mann, Vice Chair  
  Kristin Szakos, City of Charlottesville  
  Peter Thompson, Senior Center  
  Jason Ness, City of Charlottesville  
  Rebecca White, UVA  
  Karen Davis, JAUNT  
  L.D. Perry, City Resident  

- Members not Present:  
  Grant Duffield, CRHA

- Meeting was called to order at 8:34 AM by Ms. Seville  
- A quorum was present  
- Minutes from 10/10/2017 were approved, Motion-White, Second - McKeel  
- The Board Agenda was approved  
- Matters from the Public:  
  o Mr. Perry spoke about the presence of vagrants at the 2nd & Market (Library) stop and how they are hanging around and scaring riders away. Mr. Jones stated he would discuss this again with CPD but that he was told by CPD that if the law isn’t being broken that nothing could really be done. He will ask for more patrols. Mr. Perry also asked CAT to try to better manage No Smoking zones around bus stops, especially the DTS. Mr. Jones stated he would discuss a plan of action with Station staff.  
  o Mr. Perry also stated that CAT drivers are getting better with their professionalism and policy enforcement.  
  o Ms. McKeel expressed concerns regarding possible service expansions and how they may affect the ADA transportation zone in the County which may raise costs.  
  o Ms. Seville asked that there be a facilitated discussion regarding the structure and mission of the Board now that the RTP is taking on many of the roles the CAB has been charged with since it began. Mr. Jones will contact a facilitator to get some dates and set up the session.  
  o CAT was praised for running Trolley services an additional hour to help with transportation after the UVA / Virginia Tech football game on 11/24/2018  

- Committee Reports:  
  o Belmont Bridge: Ms. Seville reported that there has been no recent planning activity  
  o West Main St. – Ms. Szakos reported that there has been no recent project activity  
  o PLACE Design: nothing to report.  
  o Code Change / Streets that work: The Planning Commission is working on some small issues.
• Director’s Reports:
  o Ridership continue to decline
  o The State “Capital Cliff” was discussed and Mr. Jones reported that the General assembly is working toward a replacement for these funds.
  o Mr. Jones reviewed the Comprehensive Review process with the Board
  o TDP Progress was outlined.
• Additional Discussion
  o Ms. Seville asked that Mr. Jones get an e-mail feedback address set up on the City website for the Board and also asked that links to TDP materials be provided for Board members
  o The members discussed the Disadvantaged Business Enterprise process and offered suggestions for how more businesses could be certified to help CAT meet its goals
  o Mr. Jones was asked to have Westley Kern contact the YMCA to coordinate ways to build ridership on Route 9 to the YMCA.
  o Mr. Mann asked about meeting with CAT to set up some rider education classes through the IRC and Literacy Partners.
• The Working Group meeting will be January 9, 2018 and ideas on the CAB’s new role will be discussed.
• Adjournment 10:10 AM

  Next Advisory Board Meeting 2/13/2018, 8:30 AM, TJPDC, 407 Water Street
Working Group Notes 1/9/2018

8:30 AM

Attendees: James Mann, L.D. Perry, Virginia Chambers, Grant Duffield, Stephen Johnson, Lena Seville, Chip Boyles

- Mr. Mann spoke regarding his program to provide rider education for immigrants through the IRC and Literacy Partners.
- Ms. Seville spoke about what the CAB represents now that the RTP is meeting and is focused on operational and planning issues.
  - Engage a neutral facilitator to assist with the determination of what the CAB should focus upon and who it should represent
  - Feels that TRAC members should be on CAB
  - The RTP should not replace the CAB, the CAB should specifically focus on CAT issues regarding service
  - Someone besides the CAT Director should decide who is on the CAB
  - The County’s concerns that CAT is a City department and therefore the County has no voice in CAT’s business must be addressed
  - The County wants a mixed riders group
  - The Sr. Center, UVA, MJH, and Economic Development should have seats on the CAB
- Mr. Perry feels some clarity regarding the CAB’s purpose is key.
  - What advice is to be given?
  - What direction?
  - Is the context regional or CAT only?
  - The CAB should advise CAT and Council, report to Council
- Ms. Seville feels that CAT should assign another CAT staff member to attend the meetings, not the Director
  - Identify a new CAT contact person for CAB matters
  - Review the charge given the CAB by Council
  - Review the makeup of the CAB and identify positions to be added
  - Set up a group e-mail for CAB matters
  - Discuss how meetings are conducted – continue to use Roberts Rules of Order
  - CAB needs to receive communications from the City regarding Projects and Surveys
  - CAB needs a specific web link on the CAT site
### December 2017

<table>
<thead>
<tr>
<th>Category</th>
<th>2018</th>
<th>2017</th>
<th>% +/-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Routes</td>
<td>54,969</td>
<td>57,733</td>
<td>-4.79%</td>
</tr>
<tr>
<td>Key Routes</td>
<td>83,825</td>
<td>91,617</td>
<td>-8.50%</td>
</tr>
<tr>
<td>Lifeline Routes</td>
<td>6,017</td>
<td>4,500</td>
<td>33.71%</td>
</tr>
<tr>
<td><strong>All Service</strong></td>
<td><strong>144,811</strong></td>
<td><strong>153,850</strong></td>
<td><strong>-5.88%</strong></td>
</tr>
<tr>
<td>County Funded</td>
<td>43,169</td>
<td>41,205</td>
<td>4.77%</td>
</tr>
<tr>
<td>University Rides</td>
<td>32,823</td>
<td>32,425</td>
<td>1.23%</td>
</tr>
</tbody>
</table>

### Second Quarter FY 2018

<table>
<thead>
<tr>
<th>Category</th>
<th>2018</th>
<th>2017</th>
<th>% +/-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Routes</td>
<td>180,029</td>
<td>187,828</td>
<td>-4.15%</td>
</tr>
<tr>
<td>Key Routes</td>
<td>313,598</td>
<td>350,049</td>
<td>-10.41%</td>
</tr>
<tr>
<td>Lifeline Routes</td>
<td>18,303</td>
<td>14,949</td>
<td>22.44%</td>
</tr>
<tr>
<td><strong>All Service</strong></td>
<td><strong>511,930</strong></td>
<td><strong>552,826</strong></td>
<td><strong>-7.40%</strong></td>
</tr>
<tr>
<td>County Funded</td>
<td>138,259</td>
<td>130,735</td>
<td>5.76%</td>
</tr>
<tr>
<td>University Rides</td>
<td>129,821</td>
<td>131,954</td>
<td>-1.62%</td>
</tr>
</tbody>
</table>

### January 2018

<table>
<thead>
<tr>
<th>Category</th>
<th>2018</th>
<th>2017</th>
<th>% +/-</th>
</tr>
</thead>
<tbody>
<tr>
<td>Local Routes</td>
<td>57,526</td>
<td>59,521</td>
<td>-3.35%</td>
</tr>
<tr>
<td>Key Routes</td>
<td>95,921</td>
<td>100,427</td>
<td>-4.49%</td>
</tr>
<tr>
<td>Lifeline Routes</td>
<td>5,555</td>
<td>5,359</td>
<td>3.66%</td>
</tr>
<tr>
<td><strong>All Service</strong></td>
<td><strong>159,002</strong></td>
<td><strong>165,307</strong></td>
<td><strong>-3.81%</strong></td>
</tr>
<tr>
<td>County Funded</td>
<td>43,478</td>
<td>42,221</td>
<td>2.98%</td>
</tr>
<tr>
<td>University Rides</td>
<td>40,264</td>
<td>39,245</td>
<td>2.60%</td>
</tr>
</tbody>
</table>