Thomas Jefferson Regional Transit Partnership  
August 22, 2018  
4:00 PM  
Water Street Center  

Committee – Voting Members  
Diantha McKeel, Albemarle Co - Chair  
Kathy Galvin, City of Charlottesville – Vice Chair  
Nikuyah Walker, City of Charlottesville  
Patrice Strachan, DRPT  
Randy Parker, JAUNT Rural (Louisa)  
Ann Mallek, Albemarle County  

Staff  
Chip Boyles, TJPDC  
Gretchen Thomas, TJPDC  
Sara Pennington, Rideshare  
Jakob zum Felde, TJPDC  
Carreen de Cardenas, TJPDC  

Non-Voting & Alternates  
Karen Davis, JAUNT  
Brad Sheffield, JAUNT  
Jim Foley, ACPS  
Becca White, UTS  
John Jones, CAT  
Fran Hooper, JAUNT Rural (Alb)  
Kim McManus, PVCC  
Rebecca Askey, DRPT  

Call to Order:  
Chair McKeel called the meeting to order at 4:04 p.m. Members introduced themselves.  

Matters from the Public:  
Ms. Gail Hyder Wiley, co-founder of Charlottesville/Albemarle Rides to Vote (CAR2Vote) and also the Transportation Coordinator for the Charlottesville Area Immigrant Resource and Advocacy Coalition (CIRAC), spoke to the committee about her efforts with volunteering with neighbors in poverty, those with disabilities, the elderly, and those not permitted to drive by the Commonwealth. She said her concern is that she feels the community can do better to anticipate those needs of those who cannot drive and design a transportation system that works for everyone.  

Ms. Tanisha Cruz, a local immigration attorney who has the majority of her clients in the county of Albemarle and in the City of Charlottesville. She reiterated the fact that undocumented immigrants take a risk of being deported if caught driving without a license. There is a law that states if you are caught twice driving without a license, you have to serve jail time. In the City, there are alternatives to active jail time, but in the County, that option does not exist. She urged those in the city and the county to help find a better transportation system for those who need it most, including the undocumented immigrants.
Response to Matters from the Public:
Mr. Boyles asked Ms. Cruz and Ms. Hyder Wiley what the top priorities were re the public transit need for their neighborhoods. For example, is it for job, healthcare, shopping, etc. What is the biggest need?

Ms. Cruz replied that employment is first and secondary would be medical needs. Ms. Hyder Wiley said the elderly’s concerns are general accessibility.

Consent Agenda:
Ms. Galvin made a motion to approve the agenda. Ms. Strachan seconded the motion and it was passed unanimously.

Approval of Minutes
Ms. Galvin made a motion to approve the April 25th minutes but they need to add Fran Hooper as being in attendance. Ms. Mallek seconded and they were approved unanimously.

Ms. Strachan made a motion to approve the June 27th minutes but they need to add the word “Charlottesville” after Nikuyah Walker’s name. Ms. Mallek seconded and they were approved unanimously.

DRPT Future Funding Presentation
Ms. Strachan and Ms. Askey gave a presentation on DRPT’s future funding. They noted that the state’s “fiscal cliff” has been mitigated and it is now more of a “fiscal slope.”

This past year, the General Assembly tasked the DRPT with reforming their funding and it will be happening soon.

The DRPT will be restructuring the mass transit funds that will be effective July 1, 2019

- Capital Prioritization based on three categories:
  - State of Good Repair (SGR)
    - Projects/programs to replace or rehabilitate an existing asset.
  - Minor Enhancement
    - Projects/programs to add capacity, new technology, or a customer enhancement meeting the following:
      - Project costs less than $2 million, OR
      - Expansion vehicles: less than 5 vehicles or less than 5% of fleet
  - Major Expansion
    - New projects/programs that add, expand, or improve service (greater than $2M)
    - Based on SMART SCALE factors, but with measures appropriate for a transit-only application pool
    - WMATA exempt from the process

Ms. Mallek voiced concern that since the Washington Metro Area Transit Authority (WMATA) is exempt, now some of northern Virginia’s projects will now be considered in Smart Scale because of the removal of WMATA funding.
• Recommended Prioritization Principles:
  • Program Priorities
    • Reduce backlog
    • Maintain state of good repair.
  • Match Rate
    • Single rate for all State of Good Repair assets, 68%. (Ms. Strachan clarified that there is still 80% federal funding.)

Ms. Mallek noted that it seems like it punishes those who have taken care of their transit services and gives to those who have not.

Ms. Strachan said there is discussion in the Transit Service Delivery Advisory Committee (TSDAC) about having some type of penalty for those who don’t replace their equipment in a timely manner.

Mr. Sheffield said they group was trying to determine how to judge that a jurisdiction was doing that intentionally to get funds.

Ms. Strachan said many localities are unable to raise the local match monies (not Charlottesville/Albemarle).

• Program Structure
  • Separate funding for state of good repair, minor enhancement, and major expansion
  • Transparency

• Statewide Transit Operating Funds
  • Effective July 1, 2019
  • 100% of Statewide Operating Funds:
    • Allocated on the basis of service delivery factors
    • Made available for public comment at least one year before application
  • Current Factors:
    • Passengers Per Revenue Hour
    • Passengers Per Revenue Mile
    • Net Cost Per Passenger

• Urban Transit Agency Strategic Plans are required every five years from transit agencies with 20+ bus fleet serving urbanized areas of 50,000+ population. CAT is affected by these changes in addition to several others in the state.

• Next Steps:
  • Outreach to MPOs, transit agencies, and local governments
  • Finalize CTB policy and program guidance for project prioritization
  • Finalize guidance for strategic plans/TDPs
  • September – CTB Briefing
  • October – CTB Policy Approval
  • October/November – Transit Programs Workshops
Ms. Galvin asked for a flowchart to help determine who has final authority on TDPs.

Ms. Mallek asked what the timeline was for the application process.

Mr. Sheffield noted that the strategic plan effort is still being tested and the capital is still coming together and Lynchburg is one of the strategic planning pilots.

Ms. Strachan said the capital plan is nearly complete and the CTB is set to approve it at the end of October. The TSDAC is working to finalize all the details and to submit it. The operating model part of it has to be done by next Spring, so when the applications are submitted on February 1, DRPT may not know the exact operating model. They will have the data, they will just need to formula for the model.

**Review of Strategic Plan**

Mr. Boyles reviewed the Goals and Objectives for the RTP. Currently the model is perceived as disconnected, confusing, inconvenient and slow. The goal is to be efficient, accessible, coordinate, seamless and convenient.

Retreat attendees were asked to allocate 100 points across different values/priorities that a future regional transit system should address. Employment was 32.9%, congestion mitigation was 20%, equity was 19.2%, access was 16.5% and health & safety was 11.4%. It was noted by retreat participants that many of the values/priorities are interrelated. Supporting employment opportunities will help with equity and congestion mitigation values/priorities.

The retreat participants then focused on the vision statement. A statement was not developed. There is need to get more information from the public, not just the current users of the transit system.

Ms. Walker asked why revenue sharing is the only thing discussed for money. What if it doesn’t get approved? She asked if the county would consider their own transit system.

There was much discussion about this concept.

Mr. Boyles recommended a smaller committee be created to hash out the revenue sharing/annual service for the FY20 transit services. It should consist of members from the City Council, the County’ Board of Supervisors, CAT, JAUNT, City Finance, County Finance, other and TJPDC by October 17. It was determined that Diantha McKeel, Nikuyah Walker, John Johns, Brad Sheffield, and Chip Boyles would be in this meeting. There is a need to determine who from the City and County Finance offices would be involved.

Mr. Sheffield noted that both JAUNT and CAT will have their budgets complete by October 1, so they would be difficult to change.

Action items: The group would need to receive copies of draft budgets from the respective entities; develop a budget for FY20 RTP expenses (due by October 17); schedule one regional system peer visit with the RTP; pursue funding strategy and timeline for development of a full-scale regional transit development plan; begin formulating a vision statement for Charlottesville Regional Transit System by conducting a short, on-board/resident survey; develop and adopt a regional transit vision statement, values and goals.
Ms. McKeel asked Mr. Boyles to come up with a schedule of meetings starting in January, 2019 to accomplish these goals.

**TDP Schedule Update**
Mr. Sheffield noted that he did not have a report that differed from the last meeting and that there was not much to update.

**“3C” Agreement**
Mr. Boyles noted that VDOT provided the template for the agreement. JAUNT and CATs names are incorrect on the agreement and will need to be changed. Both the MPO Policy and the Planning District Commission Boards have approved it (with the name changes).

**Ridership Reports**

**CAT**
Mr. Jones noted that the report submitted is incorrect and handed out new reports for the board to review. Ms. McKeel noted that she would like to continue to get information on Amtrak and would like to see ridership reports as trend data.

Mr. Jones and Mr. Sheffield said they would review the data and see if there is a trend starting after the first of the year.

**Staff Updates/Other Discussion**

Mr. Boyles reported that some of the board will be receiving information from Jakob zum Felde re: an August 27 training on Streetlight software.

The next meeting is on October 24.

Ms. McKeel adjourned the meeting at 6:07 pm.