Thomas Jefferson Regional Transit Partnership  
October 24, 2018  
4:00 PM  
Water Street Center

Committee – Voting Members  
Diantha McKeel, Albemarle Co - Chair  
Kathy Galvin, City of Charlottesville – Vice Chair  
Randy Parker, JAUNT Rural (Louisa)  
Ned Gallaway, Albemarle County  
Rebecca Askey, DRPT

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

Call to Order:  
Chair McKeel called the meeting to order at 4:02 p.m. Members introduced themselves. Brad Sheffield introduced several JAUNT staff members in the audience.

Matters from the Public:  
Jane Mills from Loaves & Fishes Food Pantry stated the public transport access is vitally important to the pantry and perhaps the Board would consider putting a bus stop closer – the closest one is ½ mile way with no sidewalk.

Sean Tubbs from Piedmont Environmental Council expressed concern in the continued decline in the ridership numbers. He also stated that at an MPO meeting years ago in a meeting in February, there was a presentation on “Travel Smart” that helped personalized the TDM. He reported that there are numerous travel choices in England that may be a good fit for Charlottesville. Lastly, he encouraged the Board to reconsider the regional bus service from Waynesboro/Staunton/Harrisonburg to Charlottesville.

Response to Matters from the Public:  
None.

Consent Agenda:  
Mr. Sheffield made a motion to approve the agenda. Ms. Galvin seconded the motion and it was passed unanimously.
Approval of Minutes
Ms. Mallek made a motion to approve the minutes. Mr. Sheffield seconded and they were approved unanimously.

Draft Vision Statement
Mr. Boyles explained how the Board got to the Vision statement. Ms. Hooper explained the changes. Mr. Boyles also noted that the RTP is an advisory body but he noted that the consultant said the body needed to start to think about the group as a “system” toward a shared vision. After the vision is in place, then the system can be marketed and branded.

Mr. Parker noted that in the vision statement, perhaps it should say “…access to employment opportunities, and retailers and service providers…” It is not just for taking people to jobs.

After some discussion, Ms. Mallek said to add “…access to employment opportunities and community services…”

Ms. McKeel noted that in the Objectives section, add “… further the City/County/UVA Relationships…”

Ms. White noted that it is important that UVA’s identity is reflected there, but she didn’t want to take away from the work done up to this point, that emphasize the City and County relationship. She said she was fine with the addition.

Mr. Sheffield said that it would be good to remind UVA that they have the option to become a voting member of the RTP and what it means for them.

Mr. Parker asked for clarification on what Charlottesville Albemarle Regional Transit System (CARTS) actually is.

Mr. Boyles explained that CARTS is the regional transit system - UTS, Rideshare, CAT and JAUNT combined. The RTP Board is the advisory board and the SYSTEM includes the providers.

Mr. Parker made a motion to adopt the new vision statement with changes as discussed. Ms. Mallek seconded the motion and it was passed unanimously.

Transit Budget
Mr. Boyles noted that CAT and JAUNT’s budgets are not due until October 31. They will be ready for the next meeting but are not currently ready for review. He said they will create line items that compare with one another as best they can, but hurrying through it would not be good for anyone.

Ms. White said she would do her best to get UVA’s operating costs closely aligned with CAT & JAUNT’s line items.

RTP Budget
Ms. McKeel noted that last year’s operating budget was $35K.
Mr. Boyles said the MPO will fund the administration of the every-other-month meetings with money from VDOT for transit planning and administration. If there are additional meetings and planning exercises, there will be a need for additional money; not just for staff time, but for consultant time as well. He reported that there is a need for an additional $50K for FY20.

Mr. Sheffield asked if any of the additional monies would qualify for DRPT’s TDM.

Ms. Askey said she would check.

Mr. Boyles noted that it would be nice to have that additional money in the consulting portion or in the surveying portion of the budget.

Ms. McKeel asked if the additional $50K is improved, is the board’s obligation done?

Mr. Boyles said the City and the County would split the cost equally.

Both Ms. Galvin and Ms. Mallek said they were ok with that.

Ms. Galvin moved to adopt the RTP budget. Mr. Parker seconded it and the motion was approved unanimously.

**Calendar Year 2019 Monthly Meeting Schedule**
Ms. McKeel noted that there had been talk that in order to get work done in a timely manner, there is a need to go to monthly meetings as of January.

Ms. Pennington said the proposal is to alternate between business meetings and work session meetings. She gave a calendar with dates to the board for review.

The only changes proposed were from Ms. Galvin who would like to change the times of the meetings from 4 – 6 p.m. on both February 28 and March 28 because of conflicts in schedules.

Ms. Galvin made a motion to accept the meeting schedule with the changes discussed and Ms. Mallek seconded. The meeting schedule was approved unanimously.

**CAT Advisory Board**
Mr. Boyles reported that the CAT Citizen’s Advisory Board will develop a set of bylaws to present to City Council for consideration. They will give it to the RTP Board first for recommendations before they bring it to Council, as requested by the RTP.

Mr. Boyles recommended giving the CAT Advisory Board an agenda item re: an update of their most recent meeting so they can report to the RTP Board directly.

Ms. McKeel recommended that someone from the business community and the school community be a part of the Advisory Board.

**FY20 CAT Albemarle Funding Agreement Update**
Ms. McKeel reported that the group met twice and has made good progress and are honing in on a framework document that would use an hourly rate.
Mr. Boyles explained that for every route, the “clock would start” at the first stop into Albemarle to the last stop before it heads back into the city and multiply that by an hourly rate. Conceptually, the County is buying bus service from the City.

Mr. Boyles said there will be additional information at the next meeting. Attorneys will look at the agreement first in addition to DRPT (so as not to break any grant contracts).

**Ridership Reports**
Mr. Boyles provided information for the Board to review but there has not yet been a time to meet with CAT and JAUNT on the information requested. The numbers have been updated monthly.

Ms. McKeel requested that one of the work sessions planned for next year be dedicated to ridership.

Mr. Boyles said the TDPs will be ready in January. Ms. McKeel recommended that be the first work session in February.

Mr. Jones said options for the trolley will be considered.

Ms. Galvin noted that the millennial generation is not buying cars, but instead of using transit, they are using LYFT and Uber.

Mr. Jones said that CAT does not see the data from Uber of LYFT, but noted that he sees a great number of pedestrians and bike riders in town.

Ms. Pennington said there are places who have made their transit model more comprehensive, so there are models to study and emulate.

Mr. Boyles said DRPT is looking at new software for the Rideshare programs that incorporate the bus routes and other modes.

**Staff Updates/Other Discussions**
Ms. Askey reported that DRPT is going to be starting workshops in the next couple of weeks in November, and suggested that if localities want to apply for capital funding, they should go to one of those workshops.

Ms. McKeel said County and City administrators had to be caught up on where the Partnership was on the funding agreement and the RTP. She said it may be important that there be a designee from City and the County managers’ office to be at the table.

Mr. Boyles said that Leslie Beauregard had been to some of the meetings.

Mr. Sheffield asked how the City and the County representatives how they were going to bring back the request for an additional $50K for the FY20 budget. He has concern that they may not know of the support of the Board for the additional money.

Ms. McKeel said it would be important to connect those offices better in the future.
Ms. Mallek suggested to invited them to work sessions.

Mr. Boyles said he would have an opportunity to invite them to the meetings when he is at the next PACC meeting.

Ms. McKeel adjourned the meeting at 5:20 p.m.

The next meeting is on October 24.

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