



## **TRANSPORTATION COMMITTEE AGENDA**

**DATE: July 22, 2019**

**LOCATION: Clarksville Transit System Conference Room**

**TIME: 4:00pm**

1. CALL TO ORDER
2. ATTENDANCE
3. ADOPTION OF MINUTES
  - a) March 2019
4. DEPARTMENT REPORTS
  - a) Ridership Report for April 2019, May 2019 and June 2019
  - b) Financial Report for April 2019 and May 2019
5. COMMITTEE ACTION
6. CITY COUNCIL ACTION
7. NEW BUSINESS
  - a) Transit Center Update
  - b) Annual Roadeo Competition
  - c) Ridership Growth Study
8. PUBLIC COMMENTS ( 5 minutes each unless waived by Chair)
9. ADJOURNMENT

Transportation Committee Meeting Minutes  
Monday, March 25, 2019  
Clarksville Transit System Conference Room

**MEMBERS PRESENT:**

Wanda Smith, Chairperson  
Vondell Richmond  
Jeff Burkhart  
Richard Garrett

**EMPLOYEES PRESENT:**

Arthur Bing, Director  
Paul Nelson, Transportation Manager  
Lori Wallis, Finance Director  
Veronica Williams, Administrative Support Specialist

Rodney Wright, Internal Auditor

**CALL TO ORDER:**

March 25, 2019 Transportation Meeting was called to order by Chairperson Wanda Smith. The members in attendance are Jeff Burkhart, Richard Garrett and Vondell Richmond. The member not present Bill Powers. Chairperson Ms. Smith read her thoughts and ideas for the Transportation Committee for 2019, on what she would like to see and how they could assist. She met with Mr. Bing in January 2019, and he discussed plans and ideas for the Transportation Committee.

Chairperson Ms. Smith enter a motion for approval of the November 26, 2018 minutes, all were in favor and the minutes were approved.

**RIDERSHIP REPORT:**

Mr. Bing reported, "The system carried 53,955 for the month of February, a daily average of 2,112 passengers, a total of 6,068 senior citizens, 6,283 disabled, 400 wheelchairs, 994 children under 4 and 355 bicycles, all done within 24 operating days. The Austin Peay ridership for the month was 6,269. For demand response (Paratransit) carried 3,268 passengers. Yearly total for FY19, 456,275 passengers." Chairperson Ms. Smith asked, "Are there any questions" There were none.

#### FINANCIAL REPORT:

Mrs. Wallis reported, "For January the revenues was over budget \$14,131.62 and the expenses were under budget \$280,041.45, for a year to date under budget of \$222,173.07.

COMMITTEE ACTION: NONE

CITY COUNCIL ACTION: NONE

#### NEW BUSINESS:

Mr. Bing explained, "That every year Tennessee Public Transportation Association has a Strategic Planning Meeting with all of the heads of the departments of Transportation in Tennessee. They get together and discuss what they're going to do for the next year. This July Clarksville Transit System will be hosting the 3 day event. Usually it is hosted by the big city but about 10 years ago Clarksville decided to host it to the smaller urban system. So it is CTS' turn again to do it and hope you all will be able to come. The Mayor will be invited to do the open, and any other state representative that would like to come and speak or listen to us at that time period and look for in the future.

Mrs. Williams stated, "That Ft. Campbell is having a Career Day / Job Fair April 10, 2019. Clarksville Transit is going to talk to the soldiers that are getting out and plan to stay in the Clarksville area. CTS is going to look for candidates for Bus Operators, Equipment Maintenance Assistant, Grounds & Facilities Maintenance Assistant and Equipment Maintenance Mechanic. We are trying to get people that want to work and will do a good job. We are going to talk to them about putting an application in when they plan to get out. Some will be getting out in 2 or 3 weeks, some have months before they get out. CTS will also be going back out to Ft. Campbell for there Explosion Job Fair June 5,2019." Mr. Bing said, "We have been short Bus Operators all year and CTS has been looking for a Mechanic since October 2018."

Mr. Bing stated, "Clarksville Transit System Bus Operator will be getting a pay increase on April 1, 2019." They will be going from \$14.15 an hour to \$15.75 an hour. CTS is trying to catch up with all the other cities where the Bus Operators are getting \$19.00 to \$25.00 an hour. If the budget passes they will be going up to \$16.22 hour. This will give them a good start to get people in for Bus Operators. The Mechanic's salary start off at \$41,000.00 per year.

PUBLIC COMMENTS: NONE

**ADJOURNMENT:**

Chairperson Ms. Smith entertained a motion to adjourn. Mr. Burkhart motioned and Mr. Garrett seconded the motion. Chairperson Ms. Smith adjourned the meeting.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Date

# Clarksville Transit System JUNE 2019 Ridership Report

DATE	DAY	FIXED ROUTE	DEMAND RESPONSE	SPECIAL SERVICE	SYSTEM
01-Jun-19	Sat	1,417	74	0	1,491
03-Jun-19	Mon	2,425	137	0	2,562
04-Jun-19	Tue	2,228	116	0	2,344
05-Jun-19	Wed	2,044	165	0	2,209
06-Jun-19	Thu	2,113	101	0	2,214
07-Jun-19	Fri	1,723	142	0	1,865
08-Jun-19	Sat	1,502	74	0	1,576
10-Jun-19	Mon	2,003	113	0	2,116
11-Jun-19	Tue	2,091	121	0	2,212
12-Jun-19	Wed	2,139	134	0	2,273
13-Jun-19	Thu	2,120	95	0	2,215
14-Jun-19	Fri	2,304	135	0	2,439
15-Jun-19	Sat	1,493	81	0	1,554
17-Jun-19	Mon	1,963	114	0	2,077
18-Jun-19	Tue	1,916	119	0	2,035
19-Jun-19	Wed	2,139	132	0	2,271
20-Jun-19	Thu	1,968	103	0	2,071
21-Jun-19	Fri	2,212	140	0	2,352
22-Jun-19	Sat	1,231	54	0	1,285
24-Jun-19	Mon	1,708	122	0	1,830
25-Jun-19	Tue	2,057	115	0	2,172
26-Jun-19	Wed	2,065	161	0	2,216
27-Jun-19	Thu	1,960	114	0	2,074
28-Jun-19	Fri	2,161	133	0	2,284
29-Jun-19	Sat	1,424	66	0	1,490
<b>Totals</b>		<b>48,396</b>	<b>2,831</b>	<b>0</b>	<b>51,227</b>

Category	June 2019
Fixed Route	48,396
Daily Average	1,936
M-F Average	2,066
Saturday Average	1,413
Total Weekday (M-F)	41,329
Total Weekend (Sat)	7,067
Fixed Route Total	48,396
Special Services	0
Senior Citizens	6,192
Disabled	5,547
Wheelchairs	425
Bicycles	647
Children Under Age of 4	1,214
Operating Days	25

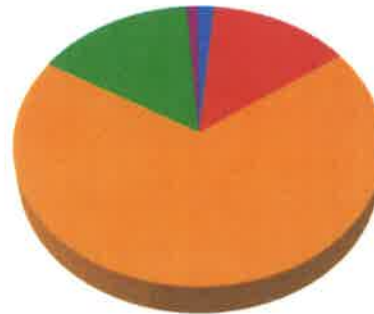
Category	June 2019
Demand Response (DR)	2,831
DR Average (M-F)	125
DR Average (Sat)	66
DR Total (M-F)	2,502
DR Total (Sat)	329
DR Total	2,831

DATE	DAY	FIXED ROUTE	PEAK PICKUP	TOTAL
01-Jun-19	Sat	76	0	76
03-Jun-19	Mon	125	0	125
04-Jun-19	Tue	92	0	92
05-Jun-19	Wed	144	0	144
06-Jun-19	Thu	148	0	148
07-Jun-19	Fri	118	0	118
08-Jun-19	Sat	98	0	98
10-Jun-19	Mon	127	0	127
11-Jun-19	Tue	143	0	143
12-Jun-19	Wed	142	0	142
13-Jun-19	Thu	124	0	124
14-Jun-19	Fri	124	0	124
15-Jun-19	Sat	81	0	81
17-Jun-19	Mon	132	0	132
18-Jun-19	Tue	136	0	136
19-Jun-19	Wed	157	0	157
20-Jun-19	Thu	146	0	146
21-Jun-19	Fri	126	0	126
22-Jun-19	Sat	69	0	69
24-Jun-19	Mon	116	0	116
25-Jun-19	Tue	149	0	149
26-Jun-19	Wed	138	0	138
27-Jun-19	Thu	148	0	148
28-Jun-19	Fri	146	0	146
29-Jun-19	Sat	73	0	73
<b>Totals</b>		<b>3078</b>	<b>0</b>	<b>3078</b>

FY 2019 Ridership: 680,976



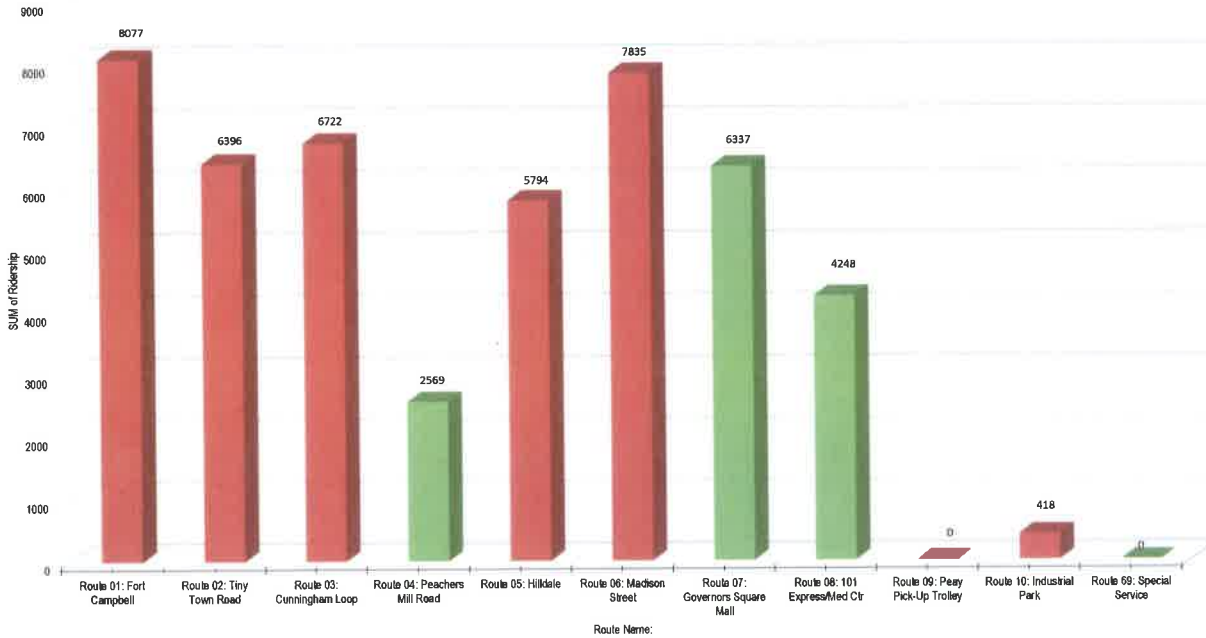
- Route 01: Fort Campbell
- Route 02: Tiny Town Road
- Route 03: Cunningham Loop
- Route 04: Peachers Mill Road
- Route 05: Hilldale
- Route 06: Madison Street
- Route 07: Governors Square Mall
- Route 08: 101 Express/Med Ctr
- Route 09: Peay Pick-Up Trolley
- Route 10: Industrial Park



- BICYCLE
- DISABLED
- REGULAR
- SENIOR
- WHEELCHAIR

April Ridership

50 Minutes Service  
Hourly Service



# Clarksville Transit System MAY 2019 Ridership Report

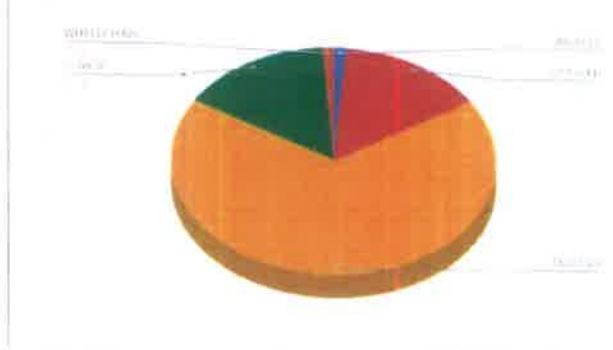
DATE	DAY	FIXED ROUTE	DEMAND RESPONSE	SPECIAL SERVICE	SYSTEM
01-May-19	Wed	2,434	180	0	2,614
02-May-19	Thu	2,371	138	0	2,509
03-May-19	Fri	2,615	151	0	2,766
04-May-19	Sat	1,480	62	0	1,542
05-May-19	Mon	2,368	137	0	2,505
07-May-19	Tue	2,202	138	0	2,340
08-May-19	Wed	2,286	178	0	2,464
09-May-19	Thu	1,948	110	0	2,058
10-May-19	Fri	2,094	162	0	2,256
11-May-19	Sat	1,408	62	0	1,470
13-May-19	Mon	2,176	133	0	2,309
14-May-19	Tue	2,185	146	0	2,331
15-May-19	Wed	1,931	144	0	2,075
16-May-19	Thu	2,087	129	0	2,216
17-May-19	Fri	2,062	153	0	2,216
18-May-19	Sat	1,480	71	0	1,551
20-May-19	Mon	2,204	132	0	2,336
21-May-19	Tue	2,230	126	0	2,356
22-May-19	Wed	2,081	199	0	2,280
23-May-19	Thu	1,881	102	10	1,993
24-May-19	Fri	2,028	158	0	2,186
25-May-19	Sat	1,401	64	0	1,465
28-May-19	Tue	2,292	85	0	2,377
29-May-19	Wed	1,989	149	0	2,138
30-May-19	Thu	1,832	115	0	1,947
31-May-19	Fri	2,266	147	0	2,413
<b>Totals</b>		<b>63,328</b>	<b>3,299</b>	<b>10</b>	<b>66,637</b>

Fixed Route	May 2019
Daily Average	2,051
M-F Average	2,162
Saturday Average	1,440
Total Weekday (M-F)	47,569
Total Weekend (Sat)	5,759
Fixed Route Total	53,328
Special Service	10
Senior Citizens	7,330
Disabled	6,946
Wheelchairs	484
Bicycles	630
Children Under Age of 4	1,329
Operating Days	26

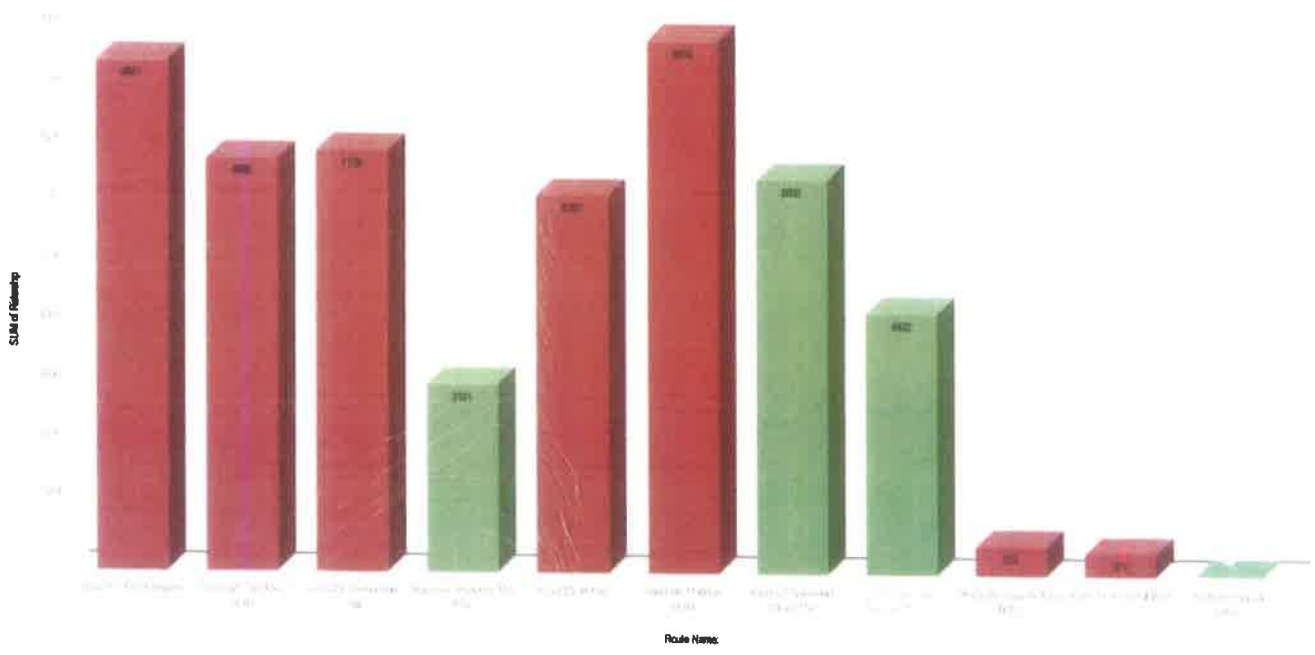
Demand Response (DR)	May 2019
DR Average (M-F)	139
DR Average (Sat)	62
DR Total (M-F)	3,060
DR Total (Sat)	249
DR Total	3,269

FY 2019 Ridership	629,747
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DATE	DAY	FIXED ROUTE	DEMAND RESPONSE	SYSTEM
01-May-19	Wed	164	46	210
02-May-19	Thu	140	30	170
03-May-19	Fri	102	402	504
04-May-19	Sat	85	24	89
05-May-19	Mon	138	0	138
07-May-19	Tue	132	0	132
08-May-19	Wed	155	0	155
09-May-19	Thu	108	0	108
10-May-19	Fri	124	0	124
11-May-19	Sat	85	0	85
12-May-19	Mon	155	0	155
14-May-19	Tue	139	0	139
16-May-19	Wed	127	0	127
18-May-19	Thu	146	0	146
17-May-19	Fri	140	0	140
18-May-19	Sat	75	0	75
19-May-19	Mon	164	0	164
21-May-19	Tue	128	0	128
22-May-19	Wed	174	0	174
23-May-19	Thu	104	0	104
24-May-19	Fri	107	0	107
25-May-19	Sat	85	0	85
28-May-19	Tue	162	0	162
29-May-19	Wed	157	0	157
30-May-19	Thu	141	0	141
31-May-19	Fri	139	0	139



April Ridership



# Clarksville Transit System APRIL 2019 Ridership Report

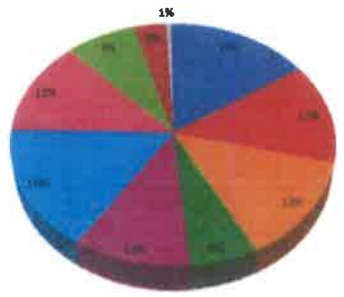
DATE	DAY	FIXED ROUTE	DEMAND RESPONSE	SPECIAL SERVICE	SYSTEM
01-Apr-19	Mon	2,531	145	0	2,676
02-Apr-19	Tue	2,458	139	0	2,597
03-Apr-19	Wed	2,760	173	0	2,923
04-Apr-19	Thu	2,216	144	0	2,380
05-Apr-19	Fri	2,327	180	0	2,507
06-Apr-19	Sat	1,586	77	0	1,663
08-Apr-19	Mon	2,248	155	0	2,403
09-Apr-19	Tue	2,388	158	0	2,548
10-Apr-19	Wed	2,411	158	0	2,569
11-Apr-19	Thu	2,341	138	0	2,479
12-Apr-19	Fri	2,318	135	0	2,453
13-Apr-19	Sat	1,486	76	0	1,532
15-Apr-19	Mon	2,302	127	0	2,429
16-Apr-19	Tue	2,332	130	68	2,530
17-Apr-19	Wed	2,280	183	0	2,483
18-Apr-19	Thu	2,185	146	0	2,331
19-Apr-19	Fri	1,505	131	0	1,836
20-Apr-19	Sat	1,377	60	0	1,437
22-Apr-19	Mon	2,350	142	0	2,492
23-Apr-19	Tue	2,210	128	0	2,335
24-Apr-19	Wed	2,233	182	0	2,396
25-Apr-19	Thu	2,079	135	0	2,214
26-Apr-19	Fri	2,332	149	0	2,481
27-Apr-19	Sat	1,487	119	0	1,606
28-Apr-19	Mon	2,195	126	55	2,376
30-Apr-19	Tue	2,333	123	0	2,456
<b>Totals</b>		<b>56,230</b>	<b>3,538</b>	<b>123</b>	<b>60,889</b>

Fixed Route April 2019	
Fixed Route	April 2019
Daily Average	2,163
M-F Average	2,287
Saturday Average	1,477
Total Weekday (M-F)	50,324
Total Weekend (Sat)	5,906
Fixed Route Total	56,230
Special Service	123
Senior Citizens	6,817
Disabled	6,318
Wheelchairs	429
Bicycles	440
Children Under Age of 4	1,131
Operating Days	26

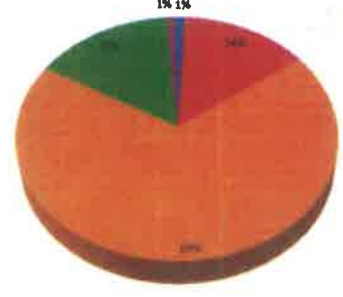
Demand Response (DR) April 2019	
DR Average (M-F)	146
DR Average (Sat)	83
DR Total (M-F)	3,204
DR Total (Sat)	332
DR Total	3,536

DATE	DAY	FIXED ROUTE	DEMAND RESPONSE	SPECIAL SERVICE	TOTALS
01-Apr-19	Mon	195	124	319	319
02-Apr-19	Tue	209	111	320	320
03-Apr-19	Wed	217	105	322	322
04-Apr-19	Thu	184	98	282	282
05-Apr-19	Fri	199	105	304	304
06-Apr-19	Sat	84	#N/A	84	84
08-Apr-19	Mon	185	112	297	297
09-Apr-19	Tue	198	82	288	288
10-Apr-19	Wed	211	135	346	346
11-Apr-19	Thu	206	80	284	284
12-Apr-19	Fri	176	80	256	256
13-Apr-19	Sat	99	#N/A	99	99
15-Apr-19	Mon	206	105	311	311
16-Apr-19	Tue	188	109	297	297
17-Apr-19	Wed	193	97	290	290
18-Apr-19	Thu	175	92	267	267
19-Apr-19	Fri	75	#N/A	75	75
20-Apr-19	Sat	93	#N/A	93	93
22-Apr-19	Mon	208	100	317	317
23-Apr-19	Tue	208	80	288	288
24-Apr-19	Wed	190	100	298	298
26-Apr-19	Thu	188	53	221	221
28-Apr-19	Fri	177	30	216	216
27-Apr-19	Sat	102	#N/A	102	102
29-Apr-19	Mon	171	49	220	220
30-Apr-19	Tue	172	51	223	223
<b>Totals</b>		<b>56,230</b>	<b>3,538</b>	<b>123</b>	<b>60,889</b>

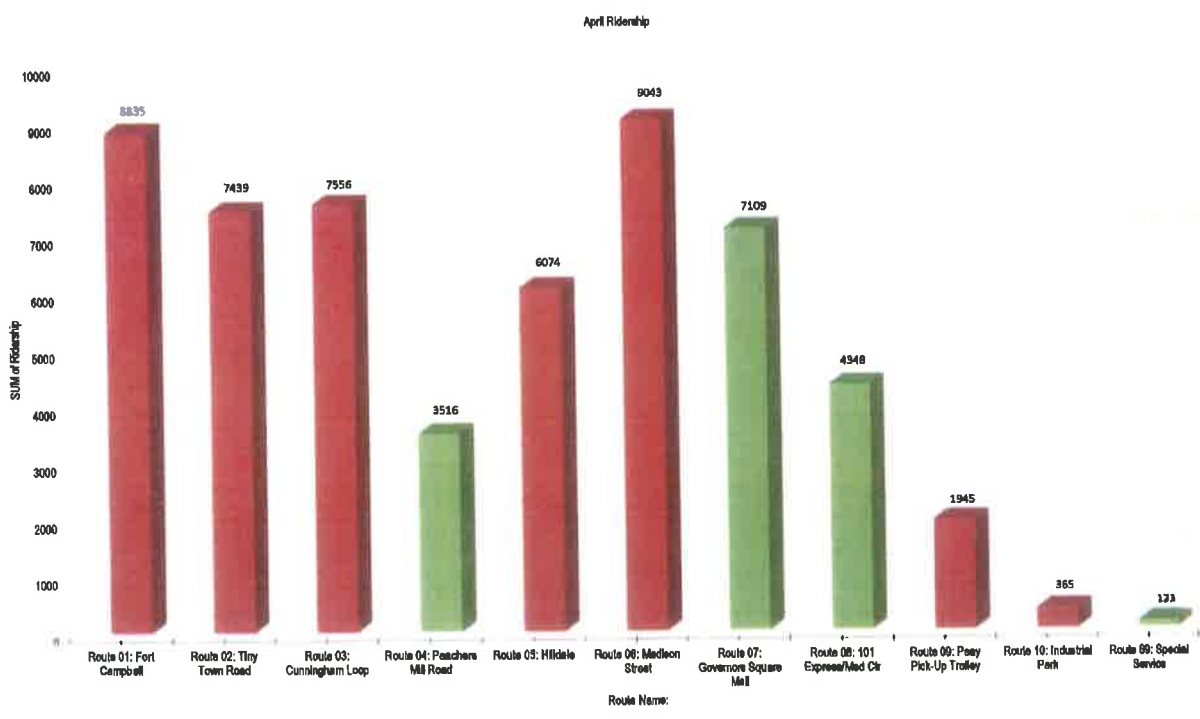
FY 2019 Ridership	573,110
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- Route 01: Fort Campbell
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- BICYCLE
- DISABLED
- REGULAR
- SENIOR
- WHEELCHAIR



Hourly Service

CLARKSVILLE TRANSIT SYSTEM  
 CITY OF CLARKSVILLE TENNESSEE  
 SUMMARY FINANCIAL STATEMENT  
 APRIL 2019

	MONTHLY ACTUALS	MONTHLY BUDGET	MONTHLY VARIANCE	Y-T-D ACTUALS	Y-T-D BUDGET	Y-T-D VARIANCE
PASSENGER FARES	43,898.54	44,555.55	(657.01)	434,031.74	445,571.52	(11,539.78)
SPECIAL TRANSIT FARES	18,195.17	20,071.86	(1,876.69)	187,890.70	200,725.86	(12,835.16)
ADVERTISING SERVICES	11,387.54	11,249.55	137.99	108,275.04	112,499.55	(4,224.51)
INTEREST REVENUE	39.69	59.16	(19.47)	556.53	591.63	(35.10)
NON-TRANSPORTATION FUNDS	467.05	360.82	106.23	39,499.94	3,608.32	35,891.62
TOTAL DIRECTLY GENERATED FUNDS	73,987.99	76,296.94	(2,308.95)	770,253.95	762,996.88	7,257.07
FEDERAL ASSISTANCE	226,665.00	228,695.60	(2,030.60)	2,556,769.00	2,287,038.35	269,730.65
STATE ASSISTANCE	113,332.75	88,310.64	25,022.11	936,776.63	883,138.17	53,638.46
LOCAL ASSISTANCE	117,976.93	168,930.74	(50,953.81)	1,039,217.10	1,689,368.24	(650,151.14)
TOTAL FED/STATE/LOCAL ASSISTANCE	457,974.68	485,936.98	(27,962.30)	4,532,762.73	4,859,544.76	(326,782.03)
TOTAL ALL REVENUES	531,962.67	562,233.92	(30,271.25)	5,303,016.68	5,622,541.64	(319,524.96)
WAGES & FRINGES SERVICES	419,074.71	441,889.66	22,814.95	4,189,654.07	4,445,688.75	256,034.68
FUEL AND LUBRICANTS	14,924.41	21,322.99	6,398.58	190,888.87	213,237.55	22,348.68
TIRES AND TUBES	46,386.82	58,088.85	11,702.03	476,227.35	580,909.38	104,682.03
OTHER MATERIALS AND SUPPLIES	565.20	2,083.25	1,518.05	19,385.32	20,833.25	1,447.93
UTILITIES	33,638.32	18,048.36	(15,589.96)	225,831.84	180,490.11	(45,341.73)
CASUALTY AND LIABILITY	8,408.66	7,743.94	(664.72)	85,014.49	77,442.19	(7,572.30)
MISCELLANEOUS EXPENSE	7,288.11	6,555.74	(732.37)	72,881.17	65,559.74	(7,321.43)
	1,676.44	4,281.84	2,605.40	43,133.57	42,819.93	(313.64)
TOTAL OPERATING EXPENSES	531,962.67	560,014.63	28,051.96	5,303,016.68	5,626,980.90	323,964.22



CLARKSVILLE TRANSIT SYSTEM  
 CITY OF CLARKSVILLE TENNESSEE  
 SUMMARY FINANCIAL STATEMENT  
 MAY 2019

	MONTHLY ACTUALS	MONTHLY BUDGET	MONTHLY VARIANCE	Y-T-D ACTUALS	Y-T-D BUDGET	Y-T-D VARIANCE
PASSENGER FARES	41,626.83	44,555.55	(2,928.72)	475,658.57	490,127.07	(14,468.50)
SPECIAL TRANSIT FARES	17,813.17	20,071.86	(2,258.69)	205,703.87	220,797.72	(15,093.85)
ADVERTISING SERVICES	11,345.76	11,249.55	96.21	119,620.80	123,749.10	(4,128.30)
INTEREST REVENUE	43.13	59.16	(16.03)	599.66	650.79	(51.13)
NON-TRANSPORTATION FUNDS	19,110.77	360.82	18,749.95	58,610.71	3,969.14	54,641.57
TOTAL DIRECTLY GENERATED FUNDS	89,939.66	76,296.94	13,642.72	860,193.61	839,293.82	20,899.79
FEDERAL ASSISTANCE	187,688.00	228,695.60	(41,007.60)	2,744,457.00	2,515,733.95	228,723.05
STATE ASSISTANCE	122,607.61	88,310.64	34,296.97	1,059,384.24	971,448.81	87,935.43
LOCAL ASSISTANCE	126,634.57	(91,069.26)	217,703.83	1,165,851.67	1,598,298.98	(432,447.31)
TOTAL FED/STATE/LOCAL ASSISTANCE	436,930.18	225,936.98	210,993.20	4,969,692.91	5,085,481.74	(115,788.83)
TOTAL ALL REVENUES	526,869.84	302,233.92	224,635.92	5,829,886.52	5,924,775.56	(94,889.04)
WAGES & FRINGES	421,263.03	311,889.66	(109,373.37)	4,610,917.10	4,757,578.41	146,661.31
SERVICES	10,632.58	21,322.99	10,690.41	201,521.45	234,560.54	33,039.09
FUEL AND LUBRICANTS	43,819.52	(71,911.15)	(115,730.67)	520,046.87	508,998.23	(11,048.64)
TIRES AND TUBES	3,562.00	2,083.25	(1,478.75)	22,947.32	22,916.50	(30.82)
OTHER MATERIALS AND SUPPLIES	27,952.24	18,048.36	(9,903.88)	253,784.08	198,538.47	(55,245.61)
UTILITIES	8,518.22	7,743.94	(774.28)	93,532.71	85,186.13	(8,346.58)
CASUALTY AND LIABILITY	7,288.11	6,555.74	(732.37)	80,169.28	72,115.48	(8,053.80)
MISCELLANEOUS EXPENSE	3,834.14	4,281.84	447.70	46,967.71	47,101.77	134.06
TOTAL OPERATING EXPENSES	526,869.84	300,014.63	(226,855.21)	5,829,886.52	5,926,995.53	97,109.01