

Transportation Committee Meeting Minutes  
Wednesday, February 26, 4:00pm  
Clarksville Transit System, Conference Room

**MEMBERS PRESENT:**

Wanda Smith, Committee Chairperson  
Gary Norris  
Vondell Richmond

**EMPLOYEES PRESENT:**

Paul Nelson, Director  
Lori Wallis, Finance Director  
Veronica Williams, Administrative Support Specialist

**GUEST:**

Cassie Wheeler, Internal Auditor

**CALL TO ORDER:**

February 26th at 4:00p.m... Transportation committee meeting was called to order by Chairperson Wanda Smith. The members in attendance are Gary Norrris and Vondell Richmond. The members not present are Richard Garrett and Jeff Burkhart. Chairperson Wanda Smith entertained a motion for approval of the January 2020 minutes. All were in favor and the minutes were approved.

**RIDERSHIP REPORT:**

Paul Nelson reported, "The Ridership for January 2020. Fixed Route passengers was 48,091, Demand Response 3,388 for a total of 51,479. APSU had a total of 4,272 rides for the month. 6,772 Senior Citizens, 312 wheelchairs and 5,983 Disabled. Chairperson Wanda Smith asked, "Is that stable or average for the month?" Paul Nelson replied, "We are down for the month of January, due to the weather." Paul Nelson asked, "If there were any other questions and there were none."

**FINANCIAL REPORT:**

Lori Wallis went over the Financial Report for the month of January. The revenue was under budget \$18,969.56. The expenses were under budget \$303,382.52 (annual) and year to date under budget \$284,412.96. The budget is under due to payroll, wages, fringes and fuel. There were no questions.

## COMMITTEE ACTION:

None

## CITY COUNCIL ACTION:

None

Chairperson Wanda Smith advised that we will not meet in March due to the Annual Legislative Meeting that Paul Nelson has in Washington D.C... Paul Nelson said, "We could move the meeting, but if you prefer not to meet we can cancel, but we can call if need be." Chairperson Wanda Smith turned the floor over to Paul Nelson to go over the new business.

## NEW BUSINESS:

Paul Nelson went over the RFP 4013-P. This is the Technology bid. This will have the passenger tracking app, the automatic passenger counters for the buses, automatic voice annunciators and a new scheduling system for Demand Response.

Chairperson Wanda Smith said, "I saw somewhere that you have people call in a lot and ask where the buses are located." Paul Nelson answered, "90% of the time the calls at the Transit Center are asking where the bus is. So this will help with all that." Vondell Richmond said, "So just so I'm following. There is going to be an app on the passenger phone like a gps locator, so they will know where the bus is?" Paul Nelson replied, "Correct, so they will just type in where they're going and it will tell them what bus to get on and it tells them where the bus is in real time." Gary Norris asked, "Will it tell you how long it will take to get to your destination?" Paul Nelson answered, "Yes, It will. Whatever algorithm it uses to do that."

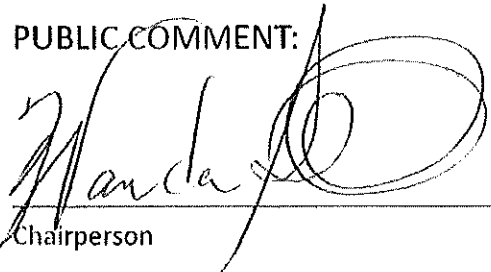
Paul Nelson advised that March 7th, 2020 CTS will start a half hour service on Saturday, to help with ridership. CTS has gotten a lot of positive feedback about the service. The 2 routes will be 6 Madison and 3 Cunningham Loop.

The Business Analyst is working on the Austin Peay ridership and trying to see why ridership is down compared to other College Campuses in the area. CTS is looking at new marketing to boost the ridership, mostly focusing on the campus shuttle. The APSU administration is paying for the service and wants the service to be successful.

ADJOURNMENT:

Chairperson Ms. Wanda Smith entertained a motion to adjourn. Gary Norris motioned to adjourn with Vondell Richmond seconding. Chairperson Ms. Wanda Smith adjourned the meeting.

PUBLIC COMMENT:

  
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Chairperson

5-29-20

Date

ADOPTED: June 27, 2020