



MEMORANDUM

TO: MPO Policy Board
FROM: MPO Staff
DATE: July 12, 2006
RE: Regional Transit Authority (RTA): Key Actions and Questions for the Transition to a Regional Transit Authority

Below are several key actions and questions that other RTAs have identified during their transition to a Regional Transit Authority. The list is provided to guide discussion; it is assumed that new actions and questions specific to the Charlottesville-Albemarle transition will arise as we move forward.

This list identifies some of the key actions associated with creating an RTA:

Public Involvement Process:

- Solicit public input regarding creation, transition, and implementation
- Incorporate public input
- Ensure fares, accessibility, and service quality are comparable system wide
- Develop a marketing strategy
- Provide public education

Service:

- Identify service boundaries
- Identify modes of transit to be provided by RTA
- Identify available resources and any gaps
- Identify location for service centers, hubs

Organizational Structure:

- Establish a staffing plan (operators, management); minimize overlap
- Develop a board structure to ensure equity amongst partners
- Determine function/powers of board – planning/financing only, operations only, or both

Operations:

- Develop a projected budget
- Establish a capital plan
- Determine funding sources, including levying of taxes
- Acquire needed funding
- Maximize funds from state and federal government

Planning for the Future:

- Allow for future expansion of service

- Allow for addition of future partners
- Create an exit strategy for partners to exit if desired

This list identifies some of the key questions associated with creating an RTA:

- Who will be responsible for maintaining infrastructure? How will infrastructure be maintained?
- How should voting strength be assigned to assure all needs are met?
- How should costs be allocated amongst stakeholders?
- How will staff compensation (including benefits) be handled?
- Should there be a “free” route?
- How should duplicative services be handled?
- How will charter trips be handled?