

Pennsylvania Trolley Museum
Operations Department
Procedure
No. 1

TDB Event Schedule

It is of most importance to give our guest a safe and enjoyable experience. Listed are the most efficient schedules to run for an event loading at Richfol and Allison. For all schedules listed loading will be done inbound at Allison and at Richfol after returning from Arden. Cars inbound from Allison will not stop at Richfol.

Schedules

A. 2 cars

1. Capacity 200 people per hour max seated load. 150 people per hour ideal
2. Cars leave Allison and Richfol every 15min on the quarter hour
3. All car meets are at County Home Siding
4. Trip to Arden should be expedited

B. 3 cars

1. Capacity 300 people per hour max seated load. 225 people per hour ideal
2. Cars leave Allison and Richfol every 10min on the 10, 20, 30 etc.
3. All cars make meets at County Home and Fair Grounds
4. Trips from Allison to Fair grounds should be expedited
5. Trips from Fairgrounds to Arden and back to Fair Grounds should be at a leisurely speed
6. This 3 car schedule would also allow enough time to load at Fair Grounds if there was also an event there.

Things to remember

- Expedite is to get to normal operating speed quickly not to exceed it.
- Guest experience is extremely important. Avoid long waiting times by staying on time.
- Be ready to leave on time. Start safety talk before departure time.
- If loaded and ready it is ok to leave 1 min early to help keep on schedule.
- Safety is job #1

How to transition number of cars on the line.

A. 2 to 3 cars

1. Load car 3 on track 11 and send out 5 min after cars 1 and 2 meet at County Home
2. Instruct all cars that their will now be a meet at County Home and Fair Grounds
3. Cars from Allison will leave every 10 min all other cars will just make their meets
4. Cars at Richfol need to watch signal 151 and ready to leave when it changes.
5. Try to get the schedule to be on the even 10, 20, 30 etc.

B. 3 to 2 cars

1. Car leaving County home will be told to expedite it trip and that it will not have a meet at Fairgrounds on its inbound trip.
2. Car retuning to Richfol from Fair grounds will unload at Richfol, but will not take on new passengers
3. Richfol car will quickly move clear of Museum Road and reverse into the car yard
4. Car leaving Allison will wait to meet the car from Arden
5. Try to get the schedule to be on the quarter hour

Org. 5/15/17