MINUTES

PUBLIC TRANSIT ADVISORY BOARD

December 15, 2010
8:30 a.m.
Conference Room at FREDericksburg Regional Transit

Members in Attendance:		Lawrence A. Davies, City of Fredericksburg Florence Barnick, The Free Lance-Star Jan Erkert, Fredericksburg Regional Chamber of Commerce Debe Fults, disAbility Resource Center Jack Green, King George County Tom McCoy, Mary Washington Healthcare Wanda Parrish Spotsylvania County Richard Pearce, University of Mary Washington Fred Sisk, Citizen Representative Diana Utz, George Washington Regional Commission Dr. Roy Weinstock, Community Representative
Others Present	:	Kathleen M. Beck, Director of Public Transit/FRED Wendy Kimball, Assistant Director of Public Transit/FRED Arnold Levine, Manager of Policy, Planning and Compliance/FRED Marilyn Graves, Administrative Assistant/FRED Rodney White, VDOT Joe Weathersbee, Travel Trainer Denis P. Paddeu, Regional Mobility Manager
Members Absent	:	Edd Houck, Citizen at Large John Moen, WFLS Mike Neuhard, Stafford County Angeline Pitts, Caroline County Lloyd Robinson, Alternate/George Washington Regional Commission Bryan R. Workman, Spotsylvania Regional Medical Center

The meeting was called to order by Rev. Davies at 8:50 am on December 15, 2010, in the conference room at the FREDericksburg Regional Transit facility (a/k/a The Lawrence A. Davies Transit Center), 1400 Jefferson Davis Highway, Fredericksburg, VA. FRED staff provided breakfast for the Board before the meeting.

The minutes of the October 6, 2010, PTAB meeting were presented for approval. On motion made by Mr. Pearce and seconded by Mr. Sisk, the minutes as written were approved by unanimous vote.

At this time, everyone in the meeting introduced themselves and what Partner/organization they represented.

Report of Director of Public Transit:

- Status of maintenance facility acquisition. The appraisal of the Welford Street property, currently housing the maintenance facility, and what the owner of the property wanted for a purchase price were too far apart. Another piece of property has been found in the Bowman Center and staff is moving forward with the purchase of the property at the price of $790,000. This property will need some work. The FTA has been advised of this new parcel and the appropriate paperwork has been submitted to them; 80% of the funds will come from the federal government, 16% will be state funds, and 4% will be from the City of Fredericksburg.
- New bus stop sign design. With the money left over from stimulus funds for three bus shelters in Stafford County, new bus signs have been designed. The old signs are outdated and the new signs will have more information on them. All the FRED signs will be consolidated. Bids will be requested by end of the fiscal year.
- Caroline County funding decision. FRED's budget was cut in half for FY2011. At the December Caroline County Board of Supervisors' meeting, they decided to cut Port Royal service and Dawn service effective the end of January 2011. At their first January 2011 meeting, the supervisors will make a decision whether to continue service at all. If they don't vote to continue service, it will cease the end of February 2011. Ms. Erkert asked how this will impact FRED resources and Mr. Levine replied that 1700 hours would be suspended, FRED will need two less buses and the overhead will be higher. Caroline County accounts for about five per cent of FRED's budget. Dr. Weinstock asked what it would take to begin service again, if they ended it. Mr. Levine replied they would have to request a grant and it would take at least a year for that; he expressed also that the Department of Rail and Public Transportation (DRPT) probably would not give the grant again. He further expressed that internally it may not be viable to continue their service for one route. Mr. Levine did state that when FRED comes before the Caroline County Board of Supervisors, the board members make it clear that cuts are not a slam on FRED but is an economic decision based on numbers. The public hearing is scheduled for January 11, 2011, and ultimately, the decision is the board's say.
- FY2012 budgets and the plan to review fares for FY2012. All proposed budgets have gone out to the Partners. The budget is based on no change in service. The overall budget is $5,700,000; $4,000,000 is operating (which is flat) and $1,700,000 is for five buses (two buses will be deleted if service in Caroline is discontinued) and $500,000 for software for new buses and for FRED's website. A small salary increase was built in but the City's decision on that is unknown at this time.

  The budgets reflect not only expenses but expected revenue. The budget built in a 75 cent fare but with a discount for buying multiple ride passes. Fares need to get to 13% effentivally; they are now at 6% to 8% of revenue. Mr. Levine will present a comparison to PTAB in the new year. Fare box revenues are being estimated to be $400,000 in FY2012.

- Grant application season coming up. Grant applications will be made on flat service. They are due to DRPT by February 9, 2011. Funds are being requested for buses and IT.

- Toys for Tots. The campaign was last week at FRED. If a passenger brought in a new toy, they could ride the system all day for free. It was very successful.
- Spotsylvania S3 route. This route will cease at the end of February 2011. The ridership has been low. The Board of Supervisors will take the funds used on this route and split the route. It will increase service to Germanna Community College and Spotsylvania Regional Medical Center. The new service should begin in March and, if possible, will attempt to cover some stops that will be cut.

Committee Reports:

(1) **Mission, Goals and Objectives** – Dr. Weinstock reported that accomplishments will be reviewed at the February 2011 meeting.

(2) **Partnership/Marketing** – Ms. Erkert reported that Toys for Tots was advertised in The Free Lance-Star; that the current contract with The Free Lance-Star was wrapping up and that we may want to think of freshening up the messages; and that there is a new three month in-bus advertiser. She further stated that Partners are using the in-bus advertising available to them.

(3) **Services to the Underserved** – Ms. Fults reported that they are looking forward to the volunteer driver program and that a Mobility Coordinator has been hired. Denis Paddeu was introduced as the new Coordinator and he stated that he is going to try everything to see what works and keep what works. He will ride the FRED routes. He ran the same program in Fairfax County.

(4) **Operations and Oversight** – Mr. White thanked Ms. Beck and Mr. Levine for appearing before the Spotsylvania Board of Supervisors to discuss the elimination of the S3 route and the use of those funds for other service.

(5) **Safety and Security** – Mr. Sisk reported his pleasure with the cameras installed in the buses for safety and security of our drivers and the riders.

Other Business:

- Ms. Beck recognized Mr. White for his years of service on the PTAB. Mr. White has accepted a position with the Virginia Department of Transportation/Fredericksburg office. Rev. Davies also presented Mr. White with words of praise for his service on the Board. He was presented with a FRED jacket as an appreciation gift. Ms. Erkert suggested the Transit Director look into the possibility of having VDOT representation on the Board with Mr. White being the representative since he is familiar with the operations of the Board and FRED.

Announcements:

- Next PTAB meeting – February 2, 2011.

The meeting was adjourned at 10:15 am.

Approved by the Public Transit Advisory Board

Marilyn M. Graves — Date