

MINUTES

PUBLIC TRANSIT ADVISORY BOARD

August 1, 2012

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
Debe Fults, disAbility Resource Center
Angeline Pitts, Caroline County
Diana Utz, George Washington Regional Commission
Rodney White, Citizen Representative
Ann Woolford, Germanna Community College
- Others Present: Kathleen M. Beck, Director of Public Transit/FRED
Wendy Kimball, Assistant Director of Public Transit/FRED
Marilyn M. Graves, Administrative Assistant/FRED
Don Engiles, Travel Trainer/RAAA
Denis Padeau, Regional Mobility Manager, RAAA
Kathleen Leidich, Grants Manager, Virginia Department of Rail
and Public Transportation (DRPT)
- Members Absent: Erma Baker, University of Mary Washington
Jan Erkert, Fredericksburg Regional Chamber of Commerce
Joe Hess, Stafford County
Tom McCoy, Mary Washington Healthcare
John Moen, WFLS
Doug Morgan, Spotsylvania County
Lloyd Robinson, Alternate/George Washington Regional Commission
Dr. Roy Weinstock, Community Representative
Bryan R. Workman, Spotsylvania Regional Medical Center

The meeting was called to order by Rev. Davies on August 1, 2012, at 8:35 a.m. 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.

Each person at the meeting introduced themselves for the benefit of Ms. Leidich.

The minutes of the June 6, 2012 meeting were presented for approval. A motion was made by Ms. Barnick and seconded by Mr. White, to approve the minutes as written. The motion was approved by unanimous vote. The minutes of the July 11, 2012 meeting were presented for approval. A motion was made by Ms. Barnick and seconded by Mr. White, to approve the minutes as written. The motion was approved by unanimous vote.

Report of Director of Public Transit:

- Update on mechanic position: This position has been filled and James Vosburg will begin employment on August 6th.
- Update on position vacated by Arnold Levine: There is an interview scheduled today for this position.
- Reminder to submit any changes regarding route or schedules: The deadline to submit any requested changes to routes or schedules must be submitted to the Transit Director before the next PTAB meeting scheduled for October 3rd.
- Update on maintenance facility: Ms. Kimball reported that the time line to get into the maintenance facility has changed to the end of February, 2013. The important thing is that construction is underway!
- Update on bus procurement: A Request for Proposal (RFP) for eleven replacement buses went out and following a full procurement process, the contract has been awarded to Sonny Merryman. The contract is now in the City Manager's office for review and signature. It will take six months to get these buses and this procurement will represent a replacement of one-third of our fleet.
- Update on IT project procurement: RFP was sent out. Funds will be used for an update of our FRED web site, changes to make the web site ADA compliant, for real time call in and enunciators. Seven bids have been received; it is anticipated that there will be a contract within next couple of weeks. Ms. Beck and Ms. Kimball complimented Jonathan Irvin on his help with this process.
- Update on solar lighting procurement: The order has been placed for these and when they are received, determination will be made as to where they need to be placed; this will be done with the input from the drivers and passengers. The bill for 30 lights was approximately \$30,000.

Committee Reports:

(1) Mission, Goals and Objectives –

- Accomplishments for Transit Year 2012 were presented for approval. A motion was made by Ms. Baranick and seconded by Mr. White to approve this document as presented; said motion passed by unanimous vote.
- Mission, Goals and Objectives for Transit Year 2013 were presented for discussion and questions. Ms. Fults asked if there was any number for the benches and shelters; Ms. Beck said that we need input from the drivers and the passengers and the ability to put the shelters where they are needed (FRED does not always have permission to put the shelters and benches where they are really needed). Staff is continuing to work on a transfer point at the new Goodwill Center at Lee's Hill. Ms. Barnick made a motion to accept The Mission, Goals and Objectives as written; Ms. Woolford seconded the motion and the motion was passed unanimously.

(2)Partnership/Marketing –

- Germanna Middle College has renewed six more months of in-bus advertising for \$3,000. New ads are resuming on radio station WFLS. FRED will participate in the Wounded Warriors Job Fair at the University of Mary Washington in September, the A Day for All Festival on October 13th, as well as Pathways on November 10th.

(3) Services to the Underserved –

- RAAA is applying for a grant to provide transportation to help persons get to educational facilities where there is no FRED service.

(4)Safety and Security –

- Rev. Davies announced to the Board that Mr. Sisk has submitted his letter of resignation from PTAB. A motion was made by Ms. Barnick and seconded by Mr. White to accept his letter of resignation; the motion was passed unanimously. A letter of appreciation to Mr. Sisk will be drafted by FRED staff.

Other Business:

- Mr. Englies, Travel Trainer for RAAA gave a report on presentations on FRED he has made since the last PTAB meeting. Mr. Paddeau notified the Board that the Virginia Department of Rail and Public Transportation has awarded RAAA a grant to continue the Travel Trainer position.
 - Committee appointments will be made at the October 3rd PTAB meeting. Board members are asked to contact Ms. Graves if they would like to serve on a particular committee.

Announcements:

- The FRED picnic will be held on Saturday, September 8th from 1:00 to 5:00 at Old Mill Park
- The next PTAB meeting will be held on October 3, 2012.

The meeting was adjourned at 9:15 am.

Approved by the Public Transit Advisory Board


Marilyn M. Graves

10-1-12
Date