

MINUTES

PUBLIC TRANSIT ADVISORY BOARD

February 1, 2012

8:30 a.m.

Conference Room at FREDericksburg Regional Transit

- Members in Attendance: Erma Baker, University of Mary Washington
Florence Barnick, The Free Lance-Star
Debe Fults, disAbility Resource Center
Joe Hess, Stafford County
John Moen, WFLS
Angeline Pitts, Caroline County
Fred Sisk, Citizen Representative
Diana Utz, George Washington Regional Commission
Ann Woolford, Germanna Community College
Rodney White, Citizen 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
Don Engiles, Travel Trainer/RAAA
Denis P. Paddeu, Regional Mobility Manager/RAAA
David Awbrey, Grants Manager, Virginia Department of Rail and
Public Transportation (DRPT)
- Members Absent : Lawrence A. Davies, City of Fredericksburg
Jan Erkert, Fredericksburg Regional Chamber of Commerce
Jack Green, King George County
Edd Houck, Citizen at Large
Tom McCoy, Mary Washington Healthcare
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 Diana Utz on February 1, 2012, at 8:33 am 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.

The minutes of the December 7, 2011, meeting were presented for approval. Two changes were noted: (1) Under Committee Reports: Services to the Underserved, Ms. Fults stated that it should

read “the application was discussed”, not “made to Easter Seals”; and (2) Dr. Weinstock is shown as being absent but, in fact, was at the meeting. With those changes, the minutes were presented for approval. A motion was made by Ms. Barnick to approve the minutes, with the changes noted; said motion was seconded by Mr. Sisk, and the minutes were approved by unanimous vote.

Report of Director of Public Transit:

- Status of continuation of King George County service: Ms. Beck announced that service in King George County will be discontinued after June 2012. Brief discussion followed.
- Status of grant applications: grants were submitted to Virginia Department of Rail and Public Transportation by the February 1st deadline.
- Maintenance facility: Ms. Kimball reported that FRED staff is meeting with the architects tomorrow; the plans will be 95% complete in approximately a month. Costs for the project are being evaluated to try to lower them. Bids should go out the end of March.
- Bus Procurement: This has been an ongoing saga. FRED is now waiting for a response from the vendor after they were notified, in writing, that liquidated damages total \$100,000. FRED has funding for another 11 buses and is getting ready to go out for bid to obtain another vendor for the purchase of buses.
- IT project: Mr. Levine reported that \$350,000 is available to permit FRED to upgrade its website to make it easier to use and to install “real time” software. This will piggy back on our GPS system currently on the buses. He further stated that he has contacted someone to come to FRED to work on the scope of work and look for a contractor to manage the work.

Committee Reports:

- (1) **Mission, Goals and Objectives** – Ms. Beck gave a report on the six-month accomplishments for TY 2012. FRED is on goal at 90% to 95% to meet all our goals by the end of this transit year.
- (2) **Partnership/Marketing** – Ms. Beck reported that we had an excellent celebration for our 15th anniversary on December 16th. She stated that there have been some inquiries regarding in-bus advertising but no commitments. Mr. Moen suggested smart phones may be a medium for advertising.
- (3) **Services to the Underserved** – Ms. Fults is concerned that there has been no public notice regarding the discontinuation of the King George service. Ms. Beck explained that the King George County Administrator mentioned to our City Manager at a function that King George did not intend to continue the service but FRED has not been officially notified by the County Administrator. She contacted King George County before the deadline to submit grants and did not get a reply so no grants were submitted for King George. The process will begin upon official notice from King George. Ms. Beck complimented the program run by the Regional Mobility Coordinator and stated that it is one of the best in the State.
- (4) **Operations and Oversight** – Ms. Kimball reported that FRED driver, Leon Kimball, is retiring after fourteen years of service and gave tribute to his service. She also announced that evaluations for personnel are coming up shortly.
- (5) **Safety and Security** – Ms. Sisk asked if putting the security position in the budget was because of any particular problem. Ms. Beck replied that the auditor

for the Federal Transit Administration's triennial review recommended that a security/safety officer is needed at certain times of the day at FRED/Greyhound.

Other Business:

- Don Engiles, travel trainer for RAAA, gave a report on his presentations and training trips.
- Mr. Levine reported that nothing further has been heard from Hazel Land Companies, Inc. regarding FRED obtaining a small piece of property for a transfer station. The Spotsylvania County Board of Supervisors has deferred any action on Hazel's request for change of zoning at this time.
- Ms. Utz announced the SuperNoVa public meeting; Ms. Graves will send the information out to each PTAB member.
- Ms. Beck reported that Kim Lett from disAbility Resource Center presented a very good sensitivity training session to FRED employees.
- Ms. Beck announced that Rev. Davies is retiring as pastor of Shiloh (Old Site) Baptist Church; there will be a dinner at the Expo Center honoring him on March 4th and anyone who is interested in attending can contact her for information.
- Mr. Awbrey from Virginia Department of Rail and Public Transportation announced that today is the deadline for the submission of grant applications. He explained the process of what happens when DRPT receives these applications. Mr. Levine stated that pursuant to the 2010 census, this region will not go over 200,000 population. Staying under this population means that FREDericksburg Regional Transit can use grant funds for operations.

Announcements:

- The next PTAB meeting will be held on April 4, 2012.

The meeting was adjourned at 9:30 am.

Approved by the Public Transit Advisory Board


Marilyn M. Graves

4-4-12
Date