

## MINUTES

### PUBLIC TRANSIT ADVISORY BOARD

April 4, 2012

8:30 a.m.

Conference Room at FREDericksburg Regional Transit

- Members in Attendance: Lawrence A. Davies, City of Fredericksburg  
Erma Baker, University of Mary Washington  
Florence Barnick, The Free Lance-Star  
Joe Hess, Stafford County  
Doug Morgan, Spotsylvania County  
Angeline Pitts, Caroline County  
Diana Utz, George Washington Regional Commission  
Dr. Roy Weinstock, Community Representative  
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 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 : Jan Erkert, Fredericksburg Regional Chamber of Commerce  
Debe Fults, disAbility Resource Center  
Jack Green, King George County  
Edd Houck, Citizen at Large  
Tom McCoy, Mary Washington Healthcare  
John Moen, WFLS  
Lloyd Robinson, Alternate/George Washington Regional Commission  
Fred Sisk, Citizen Representative  
Bryan R. Workman, Spotsylvania Regional Medical Center

The meeting was called to order by Rev. Davies on April 4, 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 February 1, 2012, meeting were presented for approval. A motion was made by Dr. Weinstock, seconded by Mr. White, to approve the minutes as written. The motion was approved by unanimous vote.

### **Report of Director of Public Transit:**

- Changes in Caroline County service: Ms. Beck reported that Caroline County will continue to have 16 hours of service per day. FRED staff will meet with Caroline to decide the details of this service. They will sign a multi-year agreement.
- Update on maintenance facility: Ms. Kimball stated that it is planned to have the bid package go out on April 12<sup>th</sup>. There will then be a pre-bid meeting and walk through for the general contractors, with the bids being due at FRED on or before May 11<sup>th</sup>. The FRED staff, project manager and architects will review the bids on May 15<sup>th</sup> and the chosen bid will go before City Council on May 22<sup>nd</sup> for approval. It is hoped that construction can begin no later than June 1<sup>st</sup>; the project manager estimates that construction will take approximately eight months.
- Status of elimination of King George County service: King George County's last day of service will be June 29<sup>th</sup>. A public hearing is scheduled for April 17<sup>th</sup> for public comment.
- Delivery of new replacement buses: Four buses were delivered. National Bus Sales will pay substantial liquidated damages because the buses were delivered late (Two payments of \$39,000 each). The factory will cover any roof problems or any problems caused by the roof on the buses.
- Preparing for CTAV 2012 Roadeo: The FRED roadeo was rained out. Through an alternate process, four drivers were picked by FRED staff and they will compete on the state level on April 14<sup>th</sup> in Fishersville, VA.
- Retirement of Arnold Levine: Mr. Levine will retire the end of June after six years with FRED. He will, however, continue to advise FRED as a consultant.
- Preliminary discussion of fare adjustments (none planned for 2013): Ms. Beck passed out a hand-out to the PTAB members, a copy of which is attached to these minutes. No fare increase is planned for 2013.
- Report on ridership through March 2012: The March 2012 ridership was 48,305 compared to 47,784 in March of 2011.
- Report on Disadvantaged Business Enterprise (DBE) catch-up: Ms. Beck reported that when you reach contract opportunities of \$250,000, you must file a DBE report. FRED staff just recently found out that we have to go back to FY 2009 and catch up these reports. It has now been completed and our grants are now back on track.
- Status of budgets: All budgets were submitted to the localities, but nothing has been heard yet. The full-time mechanic position has, in theory, been approved, as well as the security guard position.

### **Committee Reports:**

- (1) **Mission, Goals and Objectives** – Dr. Weinstock reported that accomplishments for TY 2012 will be reported on in a couple of months. Ms. Beck stated that the City Manager has requested that all departments in the City compose Mission, Goals and Objectives for their departments because of the example of FRED.
- (2) **Partnership/Marketing** – No report.
- (3) **Services to the Underserved** – Ms. Beck reported that a monthly meeting is held by the Mobility Committee. She feels the Mobility Coordinator is doing a very good job. Mr. Engiles gave his report at this time. Mr. Paddeu reported that the grant for the position of travel-trainer has been fully funded for the coming year.

- (4) **Operations and Oversight** – Ms. Kimball reported that the new Goodwill facility will probably become a transfer stop; FRED has been working with Hazel Companies on this matter. Hazel Companies has promised \$25,000 for a shelter at the site.
- (5) **Safety and Security** – Ms. Kimball announced that the budget requests included two part-time security officers for 25 to 35 hours for five to six days a week. Procurement is being sent out for data hardware for real-time information via phones, an audio announcer on buses that would be tied into the GPS system and to update the FRED website. Funds are available for solar lights in the darker spots out in the counties.

**Other Business:**

- Ms. Graves announced that a new PTAB directory will be sent out with the June 6 meeting documents.

**Announcements:**

- The next PTAB meeting will be held on June 6, 2012.

The meeting was adjourned at 9:15 am.

Approved by the Public Transit Advisory Board

  
Marilyn M. Graves

6-6-12  
Date