

MINUTES

PUBLIC TRANSIT ADVISORY BOARD

June 6, 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
Fred Sisk, Citizen Representative
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
Arnold Levine, Manager of Policy, Planning and Compliance/FRED
Don Engiles, Travel Trainer/RAAA
David Awbrey, Grants Manager, Virginia Department of Rail and
Public Transportation (DRPT)
Jonathan Irvin, FRED
- Members Absent : Lawrence A. Davies, City of Fredericksburg
Jan Erkert, Fredericksburg Regional Chamber of Commerce
Jack Green, King George County
Joe Hess, Stafford County
Edd Houck, Citizen at Large
Tom McCoy, Mary Washington Healthcare
John Moen, WFLS
Doug Morgan, Spotsylvania County
Angeline Pitts, Caroline County
Lloyd Robinson, Alternate/George Washington Regional Commission
Diana Utz, George Washington Regional Commission
Bryan R. Workman, Spotsylvania Regional Medical Center

The meeting was called to order by Dr. Weinstock on June 6, 2012, at 8:37 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 April 4, 2012, meeting were presented for approval. A motion was made by Mr. White and seconded by Mr. Sisk, to approve the minutes as written. The motion was approved by unanimous vote.

Report of Director of Public Transit:

- Update on Caroline County: FRED staff met with the Board of Supervisors last month. Six hours of service will be added to the C1 route beginning July 2, 2012. The new schedules and maps are almost completed. The C2 route will run four hours a day.
- Update on King George County: Service for King George County will end on June 29, 2012.
- CTAV Rodeo and CTAA Rodeo: The FRED team competed at the CTAV (Community Transportation Association of Virginia) rodeo on April 14, 2012 in Fishersville, VA. Bernard (Butch) Shields won first place in the body-on-chassis category and Stanley McInturff won first place in the securement competition. Mr. Shields went to Baltimore, MD on May 20th to compete on the national level (Community Transportation Association of America).
- Update on maintenance facility: Bids for the construction contractor were opened on May 11, 2012. The construction of the maintenance facility was budgeted for \$3.5 million; the lowest bid of \$4.3 million was received from English Construction. FRED has submitted a grant for an additional \$1 million and is waiting on approval. The completion date is proposed for February/March 2013. City Council has approved a full-time mechanic position in the FY'13 budget.
- Update on bus procurement: The four buses previously ordered are still having "glitches" worked out, i.e., gap above the door, roof, leaks, air conditioner. Liquidated damages for two buses have been received. The old FRED buses will be sold, donated, or scraped.
- Update on IT project procurement: RFP (Request for Proposals) was sent out. Funds are available through a Department of Rail and Public Transportation grant. Proposals are due next week.
- Update on solar lighting procurement: 100% ARRA funds are being used for this procurement. Idlewild will receive six/seven of the lights, with the remainder of the lights to be spread throughout the localities in five shelters. Proposals are due next week.
- Disadvantaged Business Enterprise: Mr. Levine asked if there were any comments on the Methodology used to calculate the Overall Goal to be published in the Free Lance-Star this week or next week. This document was sent to the members of PTAB with the meeting package.

Committee Reports:

- (1) **Mission, Goals and Objectives** – Accomplishments for Transit Year 2012 will be presented at the July meeting, to be adopted in August. Ms. Beck asked for any suggestions for the Transit Year 2013 Mission, Goals and Objectives; these should be submitted to the committee at the July meeting.
- (2) **Partnership/Marketing** – Germanna Middle College has purchased six months of in-bus advertising for \$3,000. Ms. Beck will schedule a meeting with Ms. Erkert to discuss additional advertising in July.
- (3) **Services to the Underserved** – RAAA will open a new site on Route 17 in Stafford County; construction is underway.
- (4) **Operations and Oversight** – Five additional drivers will be hired. A full-time mechanic will be hired around July 1st, as well as two part-time security officers (Ms. Kimball is working with the Assistant City Manager and the Police Chief for a job description).

- (5) **Safety and Security** – Two part-time security officers will be hired approximately July 1st. Mr. Sisk offered his services to help with the security positions.

Other Business:

- A report was made on the Smart Benefits Program started in October of 2011. The program started with good participation until benefits were cut in January of this year. Mr. Levine, Ms. Kimball and Sharon Sullivan reviewed the program on June 5, 2012, because of ongoing issues with the money allotted.
- Don Engiles, Travel Trainer with RAAA, gave his report.
- Ms. Beck will be giving a presentation to the Rotary Club on June 14th.
- Discussion about budget approvals among the localities receiving FRED service: Spotsylvania County approved \$1,500 less than submitted. Stafford approved up to 95% of budget request.

Announcements:

- The next PTAB meeting will be held on July 11, 2012.

The meeting was adjourned at 9:25 am.

Approved by the Public Transit Advisory Board


Marilyn M. Graves


Date