

MINUTES

PUBLIC TRANSIT ADVISORY BOARD

December 5, 2012

8:30 a.m.

Conference Room at FREDericksburg Regional Transit

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

The meeting was called to order by Rev. Davies on December 5, 2012, at 8:50 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 October 3, 2012, meeting were presented for approval. A motion was made by Ms. Utz and seconded by Ms. Barnick to approve the minutes as written. The motion was approved by unanimous vote.

Report of Director of Public Transit:

- Introduction of Craig Reed: Ms. Beck introduced Craig Reid to the members of PTAB as the new Manager of Policy, Planning and Compliance for FRED.
- Update on maintenance facility: Ms. Kimball reported that work is being done on underground utilities and curb and gutter. New metal for the buildings will soon be erected.
- Update on the solar lighting project: The top ten locations for the lighting was picked by a committee of PTAB members and these locations are now being reviewed by the appropriate FRED staff.
- Update on replacement buses: FRED's fleet manager is making a trip to the factory to see a "pilot" bus go through the assembly line. The buses should be delivered late January or early February.
- IT Project: Craig Reed reported that there has been a preliminary meeting with the consultant, Kimbley-Horn; ideas were received from staff and it is planned to ask the FRED riders what they would like to see for the system. Changes will be made to the web site that will be user friendly for the public.

Committee Reports:

- (1) **Mission, Goals and Objectives:** The six month progress report will be made at the February meeting.
- (2) **Partnership/Marketing** – FRED is participating in the Toys for Tots program this week. The Free Lance-Star and the Star Group are continuing their financial partnerships with FRED.
- (3) **Services to the Underserved** – Ms. Beck made a presentation on November 10th at the "Pathways of the Future" event at Chancellor High School.
- (4) **Operations and Oversight:** Caroline County's ridership has increased even though overall ridership is slightly down; this decrease in overall ridership is due to King George's withdrawal from FRED.
- (5) **Safety and Security:** Ms. Beck reported that FRED is continuing its search for another security guard.

Other Business:

- Mr. Engiles, Travel Trainer for RAAA, gave a report on FRED presentations and training trips he has given since the last PTAB meeting. Rev. Davies commended Mr. Engiles on a job well done by him.
- Dr. Weinstock made a motion that each of PTAB's standing committees meet formally at least once during the fall and once during the spring of each transit year. A report (oral or written) summarizing issues covered at each standing committee meeting, including suggestions for possible actions to be taken by PTAB, shall be presented to the PTAB membership at one of PTAB's regularly scheduled meetings (October or December) in the fall and then at one of its regularly scheduled meetings (February or April) in the spring. Ms. Erkert seconded the motion. Discussion followed and Ms. Utz suggested that a member of the FRED staff meet with the committees. Upon vote, the motion was passed unanimously. This motion will go into effect in the spring of 2013.

- Rev. Davies announced John Moen’s retirement from the Star Group and since he will be leaving his job and the area, he will be leaving the Board and a new person will be appointed by the Star Group to replace him.

Announcements:

- The next PTAB meeting will be held on February 6, 2013.
- Mr. Paddeu reported that Mr. Jenkins, Operations Manager for FRED, has reviewed the new building location to see if a stop would be feasible.
- Ms. Baker thanked FRED staff for supporting Career Day that was held in October at the University of Mary Washington.

The meeting was adjourned at 9:25 am.

Approved by the Public Transit Advisory Board

Marilyn M. Graves

Date