MINUTES

PUBLIC TRANSIT ADVISORY BOARD

November 4, 2009
8:30 a.m.
Conference Room at FREDericksburg Regional Transit

Members in Attendance:		Rev. Lawrence A. Davies, City of Fredericksburg Debe Fults, disAbility Resource Center Jack Green, King George County Angeline Pitts, Caroline County Diana Utz, George Washington Regional Commission Roy Weinstock, Citizen Representative Rodney White, Spotsylvania County Sara Woolfenden, Alternate, Stafford County
Others Present	:	Kathleen M. Beck, Director of Public Transit/FRED Marilyn Graves, Administrative Assistant/FRED Arnold Levine, Manager of Policy, Planning and Compliance Jane Wills, Regional Mobility Coordinator
Members Absent	:	Fulton deLamorton, Stafford County Jan Erkert, Fredericksburg Regional Chamber of Commerce Deneal Helms, The Free Lance-Star Edd Houck, Mary Washington Hospital John Moen, WFLS Richard Pearce, University of Mary Washington Fred Sisk, Citizen Representative

The meeting was called to order by Rev. Davies at 8:45 a.m. on November 4, 2009, 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 for the meeting of September 2, 2009, and the minutes for the meeting of August 5, 2009, were presented for approval and a motion was made by Mr. White and seconded by Ms. Utz that both sets of minutes be approved as written; the motion was passed unanimously.

Report by Director of Public Transit:

- Today is the deadline for localities to submit grant requests to the Director. Mr. White asked if a joint request can be submitted for shelters and benches throughout the region. Mr. Levine responded that there is money for this. A Memorandum of Understanding has been prepared for Stafford County with respect to the placement of benches and shelters and this

can be shared with the counties of Caroline, Spotsylvania and King George for information; it basically outlines who is responsible for what: who will be responsible for where the benches and shelters will be placed, what would happen to those benches and shelters if the localities were to withdraw from using FRED's service, etc.

- FRED staff met with the Board of Supervisors in Caroline County to make some changes to their routes. Some direct runs back to Fredericksburg will be eliminated; additional service will be on Route 1 from Ladysmith to Cosner's Corner/Lee's Hill Center. There will be more service inside Caroline County. The changes presented were approved by the Board of Supervisors. The cost of the changes is within their budget and no additional funds will be needed.
- Fares – Mr. Levine announced that if the FRED fares are going to be raised next fiscal year, then members of PTAB will need to give this consideration. Rev. Davies asked Mr. Levine to give his view of increasing the fares and Mr. Levine replied that he felt personally that 100% increase last year is enough of a shock for right now; thinks the rate should stay the same for two years before an increase. Mr. Levine did also suggest putting into place a policy connecting the increase of fares with the cost of living. Ms. Utz felt an increase in fares would send the wrong message and she is not in favor of any increase at this time. Mr. White and Dr. Weinstock feel we should review the fares every year. The public and the members of the Board of Supervisors in the region will realize that PTAB is being prudent by reviewing the fares every year. Mr. Levine will prepare a report/comparison for the next PTAB meeting showing expenses and revenue/fare box revenues. Through October, our ridership was up by 35,000 trips over last year. Monthly ridership was higher at the beginning of the year and has declined August through October. Mr. Levine reviewed some of the reasons he feels there is this decline; increase of unemployment in the area, increase of cost of fares; decrease in gas prices from last year, etc.
- Budget – budget figures for all the jurisdictions are being prepared and deadlines will be met.

Committee Reports:

(1) **Mission, Goals and Objectives** – no report. Will present a review of Transit Year 2010 thus far at next PTAB meeting.

(2) **Partnership/Marketing** – Ms. Beck informed members of PTAB that new advertisements are running in The Free Lance-Star for shopping centers in the region; advertisements will run for the medical facilities in the region. For the second year, FRED is participating in "Toys for Tots"; riders donating a new unwrapped toy will be allowed to ride FRED all day for free; FRED now has two interns from the University of Mary Washington; one will work on the advertising spread for the Christmas season and the other intern is translating the schedules into Spanish. Kelly Hannon of The Free Lance-Star will be doing an article about the "in-bus" advertising.

(3) **Services to the Underserved** –The Coordinated Service Transportation Plan that was developed a couple of years ago is being reviewed. Jane Willis talked about the web site, United We Ride.

(4) **Operations and Oversight** – Mr. Levine stated that FRED staff has talked for some time about putting GPS in the FRED buses. We now have funds to do so and this is being investigated with vendors. The cost would be approximately $147,000. The chairman of PTAB asked the board members for a motion for

recommendation that FRED continue with the process of having the GPS system installed on the buses. Ms. Fults made a motion to do so, seconded by Mr. White; the board members passed said motion unanimously. The system will be tied directly into the Police Station; four cameras on each vehicle, inside and outside; radio traffic will decrease; good for the safety of the FRED drivers and riders. Ms. Beck also notified the Board that staff is moving forward with the environmental study to purchase the maintenance facility. The historic study has been completed. The appraisal process can then begin once a categorical exclusion is given by FTA. She also announced that over $50,000 has been saved in preventive maintenance costs from FY '08 to FY '09 because these services can be done in-house by FRED staff. The lease on the current facility has been extended as FRED staff proceeds with the possible purchase of the property.

(5) **Safety and Security** – Mr. Levine said that we now have an automated sign in the driver's area at FRED for days without accidents.

Other Business:

(1) Ms. Beck stated that we were contacted by the Virginia Department of Rail and Public Transit to update our Transit Development Plan.

(2) Dr. Weinstock suggested that we change the meeting schedule; to-wit: February, April, June, July, August, October and December. He made a motion to revise the meeting schedule as stated, calling for any additional meeting if needed. Mr. White seconded the motion; the board members passed the motion unanimously, with Ms. Woolfenden abstaining.

Announcements:

(1) Ms. Beck invited the PTAB members to FRED's "lucky 13" Anniversary Luncheon on December 16th.

(2) The next PTAB meeting will be held on February 3, 2010.

The meeting was adjourned at 9:40 am.

Approved by the Public Transit Advisory Board:

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Marilyn M. Graves Date