

**MINUTES OF THE
ACCOMACK-NORTHAMPTON
TRANSPORTATION DISTRICT COMMISSION**

A regular meeting of the Accomack-Northampton Transportation District Commission was held at the Eastern Shore Chamber of Commerce Office, Melfa, Virginia, on Tuesday, December 7, 2010 at 5:30 p.m.

Present:

E. Philip McCaleb, Chairman
Oliver H. Bennett, Vice Chairman
Laurence J. Trala
Willie C. Randall

Absent:

Steve Mallette, Secretary-Treasurer
Ron Wolff

Ex-Officio member absent:

Kevin Page

Nonmembers present:

Dave Morgan, Virginia Regional Transit
J. T. Holland, Bay Coast Railroad
Larry LeMond, Bay Coast Railroad
Greg McGowan, Virginia Regional Transit
Kirk Miles, Virginia Regional Transit
Vincent Miller, citizen

In Re: Call to Order

The meeting was called to order by the Chairman who indicated that a quorum was present.

In Re: Invocation

The invocation was given by Mr. Bennett.

In Re: Statements from the Public

Mr. Vincent Miller distributed petitions containing 90 signatures, urging resumption of the northern STAR Transit route. He also said that he as concerned with the potential loss of the Green Route. The petitions are filed in the Office of STAR Transit.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at November 30th of \$62,937.46.

In Re: Minutes of November 2, 2010

Motion was made by Mr. Bennett, seconded by Mr. Randall, that minutes of the meeting of November 2, 2010 be approved. All members were present with the exceptions of Mr. Wolff, Mr. Page and Mr. Mallette and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

Representatives from Virginia Regional Transit distributed the following Management Report at December 7, 2010:



**STAR Management Report
December 7th, 2010**

Ridership Statistics for November 2010

- With 21 days in November total ridership surpassed 11/2009 by over 100% with 4785 rides versus 2360 for 2009

Status of the Green Route from Meeting with DRPT on 12/1/2010

- STAR met with DRPT's Janet Hill and other Human Service providers that had clients and passengers that would be affected by a service cut. In attendance were Accomack-Northampton Planning District, Eastern Shore Community Services Board, and ES Center for Independent Living. All in attendance agreed that losing this route would be a hardship on their clients and passengers. STAR was the only provider at the meeting that expressed a desire to apply for the new Freedom Grant that was available. The maximum amount that the State will allow STAR to apply for is \$50000 for FY11. The grant application will be filed by December 10th. This will require a 5% match of \$2500.
- The ridership on the Green was 440 for November.

- STAR will also apply for all FY12 funding in addition to a new New Freedom Grant which will only require a 2.5% local match for FY12. This will be done by February 1st, 2011.

Vehicle Updates

- The final 2 buses have been delivered to Sonny Merryman Bus Sales in Lynchburg. Fareboxes are being installed along with STAR logos and should be in Onley within a week.

Financials

- If the New Freedom Grant is awarded to continue the Green Route, there still leaves a question on the deficit that has been created that won't be covered from October 1st until the Grant kicks in. This issue needs to be discussed and resolved since this is a significant amount of money that STAR can't absorb.
- Jeff Mitchell of Mitchell and Company will present a full financial status report for FY 2010 at the January meeting.

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In Re: State's Comments

There was no representative from the State.

In Re: Airport Update

There was no airport report.

In Re: Railroad Comments

Mr. LeMond noted that the barge NANDUA was towed from the shipyard to Cape Charles on November 22nd with the final work to be completed next week. He also distributed a Press Release from the Governor's Office announcing the barge's return to service which "provides a critical transportation link for freight shipment".

New Business:

In Re: VRT Resolution for Service Excellence

As noted at last month's meeting, staff was asked to prepare a resolution recognizing the service excellence provided by Virginia Regional Transit. Motion was made by Mr. Trala, seconded by Mr. Bennett, that the following resolution be adopted. All members were present with the exceptions of Mr. Wolff, Mr. Mallette and Mr. Page and voted "yes." The motion was unanimously passed. Said resolution as adopted is set forth below:

RESOLUTION

WHEREAS, the Accomack-Northampton Transportation District Commission (ANTDC) entered into a Memorandum of Understanding with Virginia Regional Transit (VRT) for public transportation management services effective November 30, 2009; and

WHEREAS, since the creation of the ANTDC's operating arm, STAR Transit, no major analysis of the system has been completed and it was the desire of the ANTDC to secure a management firm that could operate STAR Transit within the budgetary constraints adopted by the local governing bodies; and

WHEREAS, upon assuming management responsibilities for STAR Transit, VRT proceeded to conduct a comprehensive operational analysis which was subsequently adopted by the ANTDC and included: (i) annual review of bus routes; (ii) maintenance assessment of STAR's vehicle and facility maintenance needs; (iii) accounting systems assessment; (iv) personnel management; (v) fiscal oversight including operational and capital budget development; and (vi) development of marketing and advertising plans and facility and communications upgrades; and

WHEREAS, it was also the desire of the ANTDC to evaluate the effectiveness of the existing routes and schedules in serving the current and future travel needs of the area's population and major trip generators; and

WHEREAS, while Virginia Regional Transit found STAR Transit's overall design to be reasonably effective that had provided the region with base-level transportation service for many years, STAR Transit faced the challenge of a changing community; and

WHEREAS, VRT met this challenge by developing changes to the existing routes that included:

- (1) eliminating duplicative, unproductive, confusing route segments and concentrating available resources and capacity on actions that will have the greatest positive impact on performance and assure the most effective use of limited public funds;
- (2) making the overall system design more comprehensible and reliable for existing and potential passengers;
- (3) recommending changes needed to address route design and scheduling problems identified in the evaluation of the system; and

WHEREAS, STAR Transit, through the VRT management, is now consistently achieving 88% on-time service with routinely 1,000 more riders than the same month last year and ended Fiscal Year 2011 with a net increase in total riders of 10.84%.

NOW, THEREFORE, BE IT RESOLVED, that the Accomack-Northampton Transportation District Commission does hereby commend Virginia Regional Transit for its exceptional excellence in the performance of its management responsibilities of STAR Transit on behalf of the citizens of Accomack and Northampton Counties on Virginia's Eastern Shore.

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In Re: Adjourn

Noting that the Commission was not comfortable yet with reverting back to the bi-monthly meeting schedule, motion was made by Mr. Randall, seconded by Mr. Trala, that the meeting be adjourned until January, 2011. All members were present with the exceptions of Mr. Page, Mr. Wolff and Mr. Mallette and voted "yes." The motion was passed.

The meeting was adjourned.