

**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, May 7, 2024, at 5:30 p.m.

Present:

Donald L. Hart, Jr., Chairman (via phone)
John R. Coker, Vice Chairman
C. Reneta Major, Secretary-Treasurer
Ernest L. Smith, Jr.
Oliver H. Bennett

Absent:

(Vacant Accomack appointee)

Ex-Officio member absent:

Linda Balderson

Nonmembers present:

George Mapp, Eastern Shore Rail Trail Foundation
Bruce Simms, Virginia Regional Transit
Jackie Phillips, Canonie Atlantic Co.
Jim Outland, Canonie Atlantic Co.
H. Spencer Murray, Canonie Atlantic Co.
Ron Wolff, Canonie Atlantic Co.
J. D. Sharpley, Canonie Atlantic Co.
Joe Walder, Delmarva Central Railroad
Anne Doyle, ANPDC

In Re: Call to Order

In view of the Chairman's remote participation, the Vice Chairman called the meeting to order and indicated that a quorum was present.

Mr. Wolff left the meeting shortly after it was called to order.

In Re: Invocation

The invocation was given by Ms. Major.

In Re: Statements from the Public

There were no statements from the public.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at March 31 of \$70,031.35.

In Re: Minutes of April 2, 2024.

Motion was made by Ms. Major, seconded by Mr. Bennett, that the minutes of the meeting of April 2, 2024, be approved as presented. All members were present with the exception of Ms. Balderson and voted "yes." The motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
May 7th 2024**

Operations

- April 2024 ridership results indicate an impressive outcome of 8,924 rides recorded. This total is the second highest monthly total for this fiscal year.

Human Resources

- STAR Transit has one employee that has successfully obtained their CDL Passenger endorsement during the month of April 2024. Additionally, STAR Transit has an employee entering the ELDT program with hopes of obtaining their CDL with passenger endorsement.

Marketing and Outreach

- No updates during the month of April

Training

- April 2024 training for STAR Transit vehicle operators was focused on mobility device lift operations and troubleshooting. Resources for this training included the STAR Transit TAPTCO program and Braun mobility device lift system operator’s manual.
- Additional training during the month of April was centered on passenger safety, emergency situations, situational awareness, police and EMS resources and incident and accident reporting forms.

Transit Capital and Infrastructure

- STAR Transit’s Capital Grant project #42023-31 for the installation of a “standby generator” has been completed and is fully operational. All invoices have been approved for this project and remaining grant balances will be deobligated.
- STAR Transit’s Capital Grant project #42022-49 “Perimeter Chain Link Fence” has been awarded to Anderson Fence Company. Installation is slated to begin in May 2024.
- STAR Transit’s RFQ for Capital Grant project #42022-48 “Parking Area Expansion” is active and has been advertised online and distributed locally. Responses for this project are due May 31st 2024.
- The Department of Rail and Public Transportation has requested a 5 year capital outlook regarding service expansions, capital improvements and capital replacements. VRT provided this information to DRPT by the deadline of 5/3/2024.
- A TDP kickoff meeting was held Tuesday April 30th with representatives of DRPT, VRT / STAR and Kimley Horn, DRPT’s bench contractor tasked with the creation of this document. This exercise will assist the organizations plan for expansions and realignments across the region over the next 10 years.

Monthly Ridership Statistics

January	2023	7992	January	2024	8479
February	2023	7408	February	2024	8409
March	2023	8009	March	2024	8160

April 2023 7691 April 2024 8924*

* this represents the second highest monthly ridership.

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STAR TRANSIT 2023-2024					#####			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	Passengers 2023-2024	2022-2023 Trips	Total Cost	
Oct.	\$115,850.96	\$95,960.85	\$19,890.11	Oct.	9,323	7,206	\$10.29	
Nov.	\$137,304.35	\$141,870.26	-\$4,565.91	Nov.	8,701	7,538	\$16.31	
Dec.	\$119,276.11	\$104,535.78	\$14,740.33	Dec.	7,672	7,462	\$13.63	
Jan.	\$123,502.19	\$113,925.93	\$9,576.26	Jan.	8,479	7,992	\$13.44	
Feb.	\$124,619.80	\$140,561.69	-\$15,941.89	Feb.	8,409	7,408	\$16.72	
Mar.	\$127,509.76	\$112,170.25	\$15,339.51	Mar.	8,160	8,009	\$14.01	
Apr.			\$0.00	Apr.		7,691	\$0.00	
May			\$0.00	May		8,880	\$0.00	
June			\$0.00	June		7,801	\$0.00	
July			\$0.00	July		7,332	\$0.00	
Aug.			\$0.00	Aug.		8,644	\$0.00	
Sept.			\$0.00	Sept.		8,491	\$0.00	
TOTAL	\$748,063.17	\$709,024.76	\$39,038.41		50,744	94,454		
					AVERAGE COST PER PASSENGER ->		\$13.97	
					AVERAGE PASSENGERS PER MONTH ->		8,457	
Passengers per Mile				Cost per Mile				
Oct.	0.21	April	#DIV/0!	Oct.	\$2.14	April	#DIV/0!	
Nov.	0.20	May	#DIV/0!	Nov.	\$3.32	May	#DIV/0!	
Dec.	0.18	June	#DIV/0!	Dec.	\$2.42	June	#DIV/0!	
Jan.	0.18	July	#DIV/0!	Jan.	\$2.36	July	#DIV/0!	
Feb.	0.19	Aug.	#DIV/0!	Feb.	\$3.19	Aug.	#DIV/0!	
Mar.	0.19	Sept.	#DIV/0!	Mar.	\$2.54	Sept.	#DIV/0!	
				TOTAL				
					AVERAGE COST PER MILE		\$2.65	
Hourly Cost				Passengers per Hour				
Oct	\$54.90	April	#DIV/0!	Oct	5.3	April	#DIV/0!	
Nov.	\$85.30	May	#DIV/0!	Nov.	5.2	May	#DIV/0!	
Dec.	\$66.75	June	#DIV/0!	Dec.	1 4.9	June	#DIV/0!	

Jan.	\$65.38	July	#DIV/0!		Jan.	1	4.9	July	#DIV/0!
Feb.	\$84.51	Aug	#DIV/0!		Feb.		5.1	Aug	#DIV/0!
March	\$67.44	Sept	#DIV/0!		March		4.9	Sept.	#DIV/0!

TOTAL

AVERAGE TOTAL HOURLY COST	\$70.58	AVERAGE PASSENGERS PER HOUR	5.1
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Budget CPH \$ 60.00

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,209	220.50	6,156
Purple	1,251	215.25	6,020
Gold	921	105.00	2,841
Gold H2Expansion	845	126.00	3,798
Blue	607	131.25	2,943
Blue H2Expansion	607	115.50	3,704
Silver	708	252.00	6,683
Yellow	1,180	220.50	4,813
Rt.13 Express	304	88.20	2,868
Accomack On Demand(Green)	528	189.00	4,264
	8,160	1,663.20	44,090

Month	Hrs. of Oper.	Mileage	Budget Hrs
Oct.	1,747.90	44,946	
Nov.	1,663.20	42,721	
Dec.	1,566.00	43,280	
Jan.	1,742.40	48,195	
Feb.	1,663.20	44,035	
Mar.	1,663.20	44,090	
Apr.			
May			
June			
July			
Aug.			
Sept.			
	10,045.90	267,267	0

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In Re: State's Comments

Ms. Balderson was absent.

In Re: Melfa Airport Update

Mr. Hart provided no report.

In Re: Wallops Update

Mr. Wolff was absent.

In Re: Railroad Comments

Mr. Joe Walder of DCR provided the following car count and related comments:

Coastline Chemical	24
Trigas	<u>1</u>
Total	25

Mr. Sid Camden of BBRR was absent but had provided comments indicating that everything was going good at Little Creek and railcar traffic is meeting expectations.

In Re: VDOT Report

Mr. Chris Isdell, Residency Administrator of VDOT, was absent.

In Re: Recess

Motion was made Mr. Bennett, seconded by Ms. Major, that the meeting be recessed until after the meeting of the Board of Directors of Canonie Atlantic Co. All members were present with the exception of Ms. Balderson and voted “yes.” The motion was unanimously passed. The meeting was recessed.

Following the Canonie Atlantic meeting, the Chairman reconvened the meeting.

In Re: Adjourn

Motion was made by Ms. Major, seconded by Mr. Bennett, that the meeting be adjourned. All members were present with the exception of Ms. Balderson and voted “yes.” The motion was unanimously passed. The meeting was adjourned.