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 Building, Melfa, Virginia, on Tuesday, May 6, 2014 at 5:30 p.m.

Present:

Donald L. Hart, Jr., Vice Chairman C. Reneta Major, Secretary-Treasurer Laurence J. Trala Granville F. Hogg, Jr.

Absent:

Oliver H. Bennett, Chairman Ron Wolff

Ex-Officio member present:

Jeremy Latimer

Nonmembers present:

J. T. Holland, Bay Coast Railroad Larry LeMond, Bay Coast Railroad Mark McGregor, Virginia Regional Transit

In Re: Call to Order

The Vice Chairman called the meeting to order and indicated that a quorum was present.

In Re: Invocation

The invocation was given by Mr. Hart.

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 April 30th of \$17,527.48.

In Re: Minutes of April 1, 2014

Motion was made by Mr. Trala, seconded by Ms. Major, that minutes of the meeting of April 1, 2014 be approved. All members were present with the exceptions of Mr. Hogg, Mr. Bennett and Mr. Wolff and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



STAR Transit Management Report

May 6, 2014

Operations

Star Transit Operating – Star Transit staff has successfully negotiated with the Town of Cape Charles for their assistance in installing a bus stop shelter at Heritage Acres Apartment Complex.

Transit Capital

FY2015 Bus Capital Program – DRPT has tentatively approved the Repair of the Septic/Sewer System and the Purchase of Bus Stop Signs in the FY2015 Program of Projects. The Commonwealth Transportation Board will make a final decision in June 2014.

Human Resources

Driver Training – STAR Transit management staff hosted a Driver Training meeting on April 29th. The driver training covered wheelchair lift procedures.

Marketing and Outreach

Management Outreach – The STAR Transit Manager continues to meet and discuss transit issues with local shore agencies including Cape Charles Medical Center, Eastern Shore Area Community Action Agency and the Accomack Northampton Planning District Commission.

Transit Maintenance

Preventive Maintenance Program - All Star Transit vehicles have been serviced for the month of April and all vehicle maintenance records are up to date.

Ridership Statistics

Ridership Statistics – Star Transit carried 5851 passengers in March 2014 as compared to 6792 passengers in March 2013. This was a 16% decrease in passenger ridership. March ridership was affected by three inclement weather days during the month. Star Transit carried 7421 passengers in April 2014 as compared to 7609 passengers in April 2013. This was a 2.5 % decrease in passenger ridership.

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Referencing an earlier request from Mr. Hogg, a listing of STAR Transit bus stop sign locations as of May 2014 was presented to the ANTDC as follows:

Star Transit Bus Stop Sign Locations May 2014

Northampton County: **Accomack County:** Exmore Fresh Pride Rt 13 (across the street Corner Mart Rt 13 1 Greyhound Stop) Painter Barber Shop Rt 13 & Occohannock Neck Rd "Old Immigration " Bldg Main Rt 13 New Road Community Center Rt 13 & Keller Post Office Main/Rt 13 Occohannock Rd *Exmore Town Center Main St (Bus 4 84 Lumber Rt 13 Keller Exmore Village I 5 *ESCC Rt 13 Melfa Jeff Doughty's Market Rt 13 Exmore Village II Melfa Main /13 Melfa Peter Cartwright Apts Exmore 7 (Vance's) Shore Vault & Precast Bus RT 13 (Main St) 8 *Wal-Mart Onley Exmore ESCSB Bus 13 Main St/Benjamin Exmore 9 Onley Medical Center ESRH Four Corner Shopping Center Rt 13 10 Exmore Shore Plaza Rt 13 Food Lion Shopping Center Rt 11 Riverside Hospital Nassawadox 11 13 Onley 12 Nassawadox Library 12 DMV North St Onancock No Limits Pine/Market 13 Treherneville Rt 13/Kates Dr 13 Onancock Accomack Senior Boundary Northampton HS Eastville (Bus 13) 14 Onancock

15	Eastville SS/Northampton Co Gov Ctr.	15	Onancock Laundry /Hospice Market St Onancock
16	Eastville Shore Stop Rt 13/Willow	16	Food Bank Bus 13 Tasley Accomack Court House
17	Northampton PW Rt 13/Willow	17	Accomack Va
18	Fabric Outlet (Old Club 13) Rt 13 Eastville Bayside Rehab Bus Rt 13(Bayside	18	Accomack Manor Metompkin Rd Parksley Pavilion Rt 316
19	Rd)Cheriton	19	Parksley Shore Rehab Parksley
20	B&B Market Rt 13 Machipongo Va Cheriton Hardware Bus Rt 13(N Bayside	20	Va Bloxom Minimart Rt 316 Bloxom
21	Rd)Cheriton El Ranchito Mexican Store - Bus Rt 13(Bayside Rd)	21	Va
22	Cheriton DMV Bus Rt 13 (Bayside Rd)	22	Nelsonia Royal Farms Rt 13
23	Cheriton	23	Matthews Market Rt 13 Mears Bloxom Auto Rt 13
24	Bayside Medical ESRH (Bayside Rd) Cheriton Bayside Heritage Acres Apts	24	Mears Corner Market Rt 13
25	Cheriton	25	Temperanceville
26	Food Lion Shopping Ctr Cape Charles	26	Tyson's Corner (Greyhound) Oak Hall Va Wolfs Luncheon Atlantic Rd
27	* Heritage Acres Cape Charles Coast Guard Station (Heritage Acres North Bound)	27	Atlantic
28	Stone Rd Old Tyson's Store Location Plum Cape	28	Hallwood Post Office Chincoteague Town
29	Charles	29	Office New Church Trailer Park New
30	Sea Breeze Apts Cape Charles Riverside Bayside Health/Library Mason Rd Cape	30	Church Va
31	Charles		
32	Rayfields Mason Rd Cape Charles		
	*Bus Shelter Location		*Bus Shelter Location

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Financial statements were distributed as follows:

Year To Date - Month Ending: MARCH 2014

STAR ANTDC TRANSIT OPERATING ANALYSIS - SUMMARY

	Total Revenue	Total Expenses	Surplus/Deficit	
			_	
STAR - ALL REGIONS	317,252.13	307,065.08	10,187.05	
STAR 5311 Service	317,252.13	299,982.80	17,269.33	

OPERATING PROFIT/LOSS Non Capital Grant P&L OPERATING/Non Capital PROFIT/LOSS

317,252.13	299,982.80	17,269.33
	7,082.28	(7,082.28)
317,252.13	307,065.08	10,187.05
0.00	0.00	(0.00)

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STAR TRANSIT 2013- 2014							
OTAIL II	TANON LONG LON	•			Per Trip Analysis		
	Total	Total		13-14	•		Total
Month	Revenue	Expenses	Surplus/Deficit	Trips	12-13 Trips	Diff	Cost
Oct.	\$75,515.28	\$69,047.88	\$6,467.40	7,980	7,017	14%	\$9.84
Nov.	\$73,216.14	\$49,012.44	\$24,203.70	6,597	6,847	-4%	\$7.16
Dec.	\$74,039.29	\$51,551.26	\$22,488.03	6,508	6,106	7%	\$8.44
Jan.	\$95,088.83	\$48,837.43	\$46,251.40	6,158	6,719	-8%	\$7.27
Feb.	\$73,609.47	\$40,661.58	\$32,947.89	6,936	6,800	2%	\$5.98
Mar.	-\$74,216.88	\$47,954.49	-\$122,171.37	5,851	6,792	-14%	\$7.06
Apr.			\$0.00		7,609	100%	\$0.00
May			\$0.00		7,289	100%	\$0.00
June			\$0.00		6,637	100%	\$0.00
July			\$0.00		7,201	100%	\$0.00
Aug.			\$0.00		7,631	100%	\$0.00
Sept.			\$0.00		6,855	- 100%	\$0.00
VEH			\$0.00	40,030	83,503	-52%	
TOTAL	\$317,252.13	\$307,065.08	\$10,187.05		AVERAGE COST PER TR	IP - >	\$7.67
				6,672	< - AVERAGE MONTHLY	TRIP	
	Hours of Operat	ion			Cost per Mile		
	HOURS				COST		
Oct.	1,242	April		Oct.		April	
Nov.	1,080	May		Nov.	\$1.69	Мау	
Dec.	1,134	June		Dec.	\$1.77	June	
Jan.	1,080	July		Jan.	\$1.83	July	
Feb.	1,080	Aug.		Feb.	\$1.42	Aug.	
Mar.	1,134	Sept.		Mar.	\$1.74	Sept.	
TOTAL			6,750	TOTAL			
IOIAL	AVERAGE MON	THI Y HOURS	1,125	I O I AL	AVERAGE COST PER MI	_F	\$1.75
	ATENAGE MON		1,123		AVENAGE GOOT LEIV IVII		Ψ1.75

	Hourly Cost					Mileage		
Oct	\$55.59	April	_	Oct		34,343	April	
Nov.	\$45.38	May	_	Nov.		28,963	May	
Dec.	\$45.46	June	_	Dec.	1	29,049	June	
Jan.	\$45.22	July	_	Jan.	1	26,720	July	
Feb.	\$37.65	Aug	_	Feb.		28,632	Aug	
March	\$42.29	Sept		March		27,523	Sept.	
TOTAL				TOTAL				175,230
AVERAGE TOTAL HOURLY COST		\$45.49			AVERAGE MONTHLY	MILES	29,205	

Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,798	231	5,870
Purple	1,517	231	5,633
Gold	660	116	2,801
Blue	719	116	2,801
Green	399	200	3,725
Chincoteague	758	242	6,693
Special Events	0		
•	<u>5,851</u>	1,134	27,523

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In Re: State's Comments

Mr. Latimer stated that approval of the State Six Year Plan is anticipated to occur in June; all STAR Transit and Bay Coast Railroad requests will be funded.

In Re: Airport Update

Mr. Hart had no report.

In Re: Railroad Comments

Mr. LeMond distributed the following report:

1. In April, we handled 120 carloads - 96 of these were at Little Creek with 26 for Gordon Paper and 61 loads of grit for Mid-Atlantic Transload.

- 2. For the next 3 months we should be receiving a considerable amount of carloads of LP Gas. Sharp Gas is refurbishing their facility in Princess Anne so those cars will be coming to us for unloading at LeCato. They estimate 35 cars per month.
- 3. Jake Zinobile Lumber is no longer looking at Hallwood anymore for his operation since he found out it would cost around \$50,000 for A&N electric to run him 3-phase service. He is now talking to Branscome to see if he can lease their property at LeCato (Oak Hall) this is the former C. Lee Davis operation.

This property already has what he needs, 3-phase power, water and septic.

- 4. On April 24th, we had our Pre-bid meeting for the Bayshore Track Project. Five contractors attended and the Bids are due May 14th.
- 5. Today, Jeremy, Katherine and I met with John Sharpley concerning his proposed track expansion.

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NEW BUSINESS

In Re: TDP Updates

Mr. McGregor noted that certain sections of STAR Transit's Transit Development Plan needed to be updated to reflect changes in proposed FY 15 and FY 16 improvements. Specifically, computer hardware and software upgrades were moved from FY 15 to FY 16 and an emergency replacement of the existing sewer system will be included in FY 15.

Mr. Hogg arrived at this time.

Motion was made by Ms. Major, seconded by Mr. Trala, that the updates be approved as presented. All members were present with the exceptions of Mr. Wolff and Mr. Bennett and voted "yes." The motion was unanimously passed.

Mr. Hogg stated that there were no signs along Route 13 that advertise our public transit system and suggested that perhaps a conversation with VDOT was in order, given the cumbersome and complicated VDOT sign permit process in order to allow placement on primary roads. Mr. McGregor stated that VRT plans to add additional signage along VDOT right-of-way as funds allow although "advertisement" of services is generally not allowed.

Mr. Hogg stated that the end of STAR Transit's route in Northampton County is in Cape Charles and he would like the Commission to consider expansion of the route during the summer months to go through the campground and as far south as Kiptopeke State Park.

Mr. McGregor replied that a modification to STAR's routing would require an amendment to the Transit Development Plan; the earliest opportunity for said amendment would be in next year's budget submission, but he agreed to research this possibility.

In Re: Adjourn

Motion was made by Ms. Major, seconded by Mr. Trala, that the meeting be adjourned. All members were present with the exceptions of Mr. Bennett and Mr. Wolff and voted "yes". The motion was unanimously passed. The meeting was adjourned.