

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

A regular meeting of the Accomack-Northampton Transportation District Commission was held at the STAR Transit Building, 21250 Cooperative Way, Tasley, Virginia, on Tuesday, October 7, 2014 at 5:30 p.m.

Present:

Oliver H. Bennett, Chairman  
Donald L. Hart, Jr., Vice Chairman  
C. Reneta Major, Secretary-Treasurer  
Ron Wolff  
Granville F. Hogg, Jr.

Absent:

Laurence J. Trala

Ex-Officio member present:

Jeremy Latimer

Nonmembers present:

Larry LeMond, Bay Coast Railroad  
Mark McGregor, Virginia Regional Transit

In Re: Call to Order

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

In Re: Invocation

The invocation was given by Ms. Major.

In Re: Statements from the Public

There were no comments.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at September 30th of \$19,206.66.

In Re: Minutes of September 2, 2014

Motion was made by Mr. Hart, seconded by Ms. Major that minutes of the meeting of September 2, 2014 be approved. All members were present with the exception of Mr. Trala and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report  
October 7, 2014**

**Operations**

The STAR Transit Manager is currently completing a route analysis to include on/off studies to identify underutilized service areas.

**Transit Capital**

*FY2015 Bus Capital Program* – DRPT has recommended the repair of the Septic/Sewer System and the purchase of Bus Stop Signs in the FY2015 Program of Projects. Per DRPT, this project is pending due to clarifying warranty information.

**Human Resources**

No items for discussion

**Marketing and Outreach**

*Management Outreach* – The STAR Transit Manager continues to meet and discuss transit issues with local shore agencies including the Eastern Shore Community College, Wallops Island Research Park Development and the Town of Cape Charles.

**Transit Maintenance**

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

**Ridership Statistics**

*Ridership Statistics* – The September 2014 STAR Transit passenger statistics shows a 14% increase over previous month.

\* \* \* \* \*

The Commission discussed with Mr. McGregor a proposed On-Board Passenger Survey as referenced at the last meeting, designed to solicit input on the establishment of a route to serve southern Northampton County. Mr. McGregor indicated that surveys can be distributed to existing riders, posted on the website and included within the local newspapers but it is always problematic to get the surveys returned. Mr. Hogg volunteered to distribute the surveys to areas within his district including the Town of Cape Charles and the local churches. It was the consensus of the Commission to distribute the surveys within the first two weeks of November with responses due by the end of November. As an enticement to return the surveys, a “free bus ride” pass will be provided.

Year To Date - Month Ending:	AUGUST	2014
<b>STAR ANTDC TRANSIT</b>		
OPERATING ANALYSIS - SUMMARY		
	<b>Total Revenue</b>	<b>Total Expenses</b>
<b>STAR - ALL REGIONS</b>	565,791.53	560,130.40
		5,661.13
<b>STAR 5311 Service</b>	565,791.53	551,491.47
		14,300.06
<b>OPERATING PROFIT/LOSS</b>	565,791.53	651,491.47
		14,300.06
<b>Non Capital Grant P&amp;L</b>		8,638.93
		(8,638.93)
<b>OPERATING/Non Capital PROFIT/LOSS</b>	565,791.53	560,130.40
	0.00	0.00
		(0.00)

STAR TRANSIT 2013- 2014				August 31, 2014 21 DAYS			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Per Trip Analysis			
				13-14 Trips	12-13 Trips	Diff	Total Cost
Oct.	\$75,615.28	\$88,047.88	\$8,467.40	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.	\$74,039.28	\$51,551.20	\$22,488.03	6,508	6,108	7%	\$8.44
Jan.	\$65,088.83	\$48,837.43	\$46,251.40	6,158	6,719	-8%	\$7.27
Feb.	\$73,609.47	\$40,881.58	\$32,947.89	6,836	6,800	2%	\$5.98
Mar.	\$74,218.88	\$47,954.40	-\$12,171.37	5,851	6,792	-14%	\$7.06
Apr.	\$51,770.78	\$55,488.18	-\$3,685.40	7,410	7,609	-3%	\$7.29
May	\$50,211.88	\$49,537.03	\$674.85	6,915	7,289	-5%	\$6.80
June	\$50,494.27	\$53,279.22	-\$2,784.95	7,161	6,637	8%	\$8.03
July	\$47,513.87	\$47,104.16	\$409.51	7,311	7,201	2%	\$6.54
Aug.	\$48,648.80	\$47,878.75	\$570.07	7,846	7,631	3%	\$6.25
Sept.			\$0.00	-	6,855	-100%	\$0.00
<b>TOTAL</b>	<b>\$666,791.63</b>	<b>\$680,136.40</b>	<b>\$5,661.13</b>	<b>76,673</b>	<b>83,505</b>	<b>-8%</b>	<b>\$7.31</b>
				AVERAGE COST PER TRIP ->			
				<- AVERAGE MONTHLY TRIP			
				6,970			
Hours of Operation				Cost per Mile			
HOURS				COST			
Oct.	1,242	April	1,188	Oct.	\$2.01	April	\$1.83
Nov.	1,080	May	1,134	Nov.	\$1.89	May	\$1.60
Dec.	1,134	June	1,134	Dec.	\$1.77	June	\$1.82
Jan.	1,080	July	1,188	Jan.	\$1.83	July	\$1.55
Feb.	1,080	Aug.	1,134	Feb.	\$1.42	Aug.	\$1.84
Mar.	1,134	Sept.		Mar.	\$1.74	Sept.	
<b>TOTAL</b>			<b>12,628</b>	<b>TOTAL</b>			
AVERAGE MONTHLY HOURS				AVERAGE COST PER MILE			
				\$1.73			
Hourly Cost				Mileage			
Oct	\$55.58	April	\$48.69	Oct	34,343	April	30,387
Nov.	\$45.38	May	\$40.68	Nov.	28,983	May	29,346
Dec.	\$45.46	June	\$48.99	Dec.	28,049	June	29,205
Jan.	\$45.22	July	\$39.65	Jan.	26,720	July	30,332
Feb.	\$37.85	Aug.	\$42.04	Feb.	28,632	Aug.	29,123
March	\$42.29	Sept.		March	27,523	Sept.	
<b>TOTAL</b>				<b>TOTAL</b>			<b>323,629</b>
AVERAGE TOTAL HOURLY COST				AVERAGE MONTHLY MILES			
				\$44.71			
				28,420			
Route Location	Passenger Totals	Operating Hours	Mileage				
Red	2,254	231	6,129				
Purple	2,046	231	5,872				
Gold	1,033	116	3,031				
Blue	1,098	116	3,060				
Green	290	200	3,797				
Chicotteague	1,123	242	7,234				
Special Events	0						
	<b>7,846</b>	<b>1,134</b>	<b>29,123</b>				

In Re: State's Comments

Mr. Latimer reported that work on the State's Master Plan is ongoing and that the consultant may be contacting Bay Coast Railroad relative to rail infrastructure that serves the Virginia port area.

In Re: Airport Update

Mr. Hart had no report.

In Re: Railroad Comments

Mr. LeMond distributed the following report:

1. In September, we handled 145 carloads bring our 6 month total to 901 carloads. Our largest shippers were Associated Farms = 15 cars; Sharp Energy = 15 cars; Gordon Paper = 24 cars; Koch Industries = 22 cars; and Mid-Atlantic Transload = 22 cars.

Our carload count will jump in October because we have starting moving the DCP cars.

2. The track contractor, Queen City, started the trackwork in Bayshore last week. In the first 6 months of our fiscal year, April thru September, Bayshore has taken 44 cement loads compared to 8 Y-O-Y. As info, Bayshore Concrete has over 300 employees now.
3. Yesterday, we had our pre-bid meeting at Coastline Chemical for their new track. Bids are due October 22<sup>nd</sup>.

\* \* \* \* \*

In Re: Adjourn

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