

**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, September 5, 2017 at 5:30 p.m.

Present:

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

Absent:

Ron Wolff

Ex-Officio member absent:

Steven Hennessee

Nonmembers present:

J. T. Holland, Bay Coast Railroad
Joyce Collins, Bay Coast Railroad
Alex Parry, Bay Coast Railroad
John Maher, STAR Transit
Bruce Simms, Virginia Regional Transit
Phil Thompson, 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 statements from the public.

In Re: Account Balances

The monthly Assistant Secretary-Treasurer's report showed an ending balance at August 31st of \$32,154.40.

In Re: Minutes of August 1, 2017

Motion was made by Mr. Hart, seconded by Ms. Major, that minutes of the meeting of August 1, 2017 be approved. All members were present with the exception of Mr. Wolff and voted "yes". Motion was unanimously passed.

In Re: Public Transportation Report

The following Management Report was distributed:



**STAR Transit Management Report
Sept. 5, 2017**

Operations

- Influenced by a tropical storm mid to late August, ridership numbers are expected to be slightly down from the prior year.
- A proposed modification to the Yellow route focused on incorporating the Cheriton Cross Roads/Pat Town area has been evaluated and found to be feasible.
- ESAAA rides are now being tracked / reported like our other two community partners, ESCC and No Limits.

In response to questions from the Commission, STAR agreed to investigate further the possibility of a demand route to service the ESAAA/CAA Senior Center at Hare Valley. They will provide a cost analysis and potential route schedule for the Commission's review. Mr. Simms noted, however, that this new service was not included in the Transit Development Plan so VDRPT will have to be contacted. Mr.

Hart requested that Ms. Major, who serves as Chair of the ESAAA/CAA, be included in any conversations/correspondence related to this matter.

- The STAR Transit Management Team rode and/or drove all deviated fixed routes and demand response services during the month of August focusing on new ways to enhance “passenger experience”.

Human Resources

- Two additional drivers have been hired in a continued effort to increase staffing levels and enhance service capabilities.

Capital

- The Cape Charles Food Lion Shopping Center bus stop shelter installation has been completed and is well used by riders in that area.
- The STAR Transit parking area has been resealed and striped.
- An IFB (Invitation For Bid) for painting the STAR administrative offices is underway.
- Four new buses have been placed into service. Added improvements include:
 - Rear lift/ securement stations.
 - Strobe lights mounted on top of the buses to enhance both driver and rider safety.
- The four retired buses are being prepped for an on-line auction.

Marketing and Outreach

- STAR Transit management staff met with State Delegate Robert Bloxom while promoting STAR Transit’s service, and its ability to assist in local workforce transportation.
- For the second time this year, Cheriton Migrant Worker Head Start children and staff utilized the Red/Purple and Yellow routes to attend classes sponsored by the U.S. Fish and Wildlife Center.

Transit Maintenance

- *Preventive Maintenance Program*

- Routine vehicle preventive maintenance is up to date.

Monthly Ridership Statistics

July 2016	7150	July 2017	6877	-3.8%
August 2016	8647	August 2017	Pending	

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STAR TRANSIT 2016-2017				JULY 31, 2017 20 DAYS			
Month	Total Revenue	Total Expenses	Surplus/Deficit	Month	2016-17 Trips	Total Cost	
Oct.	\$77,826.84	\$76,661.37	\$1,165.47	Oct.	7,913	\$9.69	
Nov.	\$74,906.47	\$74,713.80	\$192.67	Nov.	7,708	\$9.69	
Dec.	\$68,508.89	\$60,835.98	\$7,672.91	Dec.	7,539	\$8.07	
Jan.	\$63,174.13	\$48,050.64	\$15,123.49	Jan.	7,491	\$6.41	
Feb.	\$61,838.63	\$48,415.25	\$13,423.38	Feb.	8,135	\$5.95	
Mar.	\$76,994.85	\$72,724.09	\$4,270.76	Mar.	8,616	\$8.44	
Apr.	\$62,973.03	\$52,086.35	\$10,886.68	Apr.	7,595	\$6.86	
May	\$64,096.30	\$52,239.21	\$11,857.09	May	8,069	\$6.47	
June	\$62,349.88	\$49,174.96	\$13,174.92	June	8,228	\$5.98	
July	\$64,587.51	\$52,181.68	\$12,405.83	July	6,877	\$7.59	
Aug.			\$0.00	Aug.			
Sept.			\$0.00	Sept.			
TOTAL	\$677,256.53	\$587,083.33	\$90,173.20		78,171	AVERAGE COST PER PASSENGER ->	\$7.51
						AVERAGE PASSENGERS PER MONTH ->	7,817

Passengers per Mile				Cost per Mile			
Oct.	0.23	April	0.23	Oct.	\$2.22	April	\$1.57
Nov.	0.22	May	0.22	Nov.	\$2.16	May	\$1.42
Dec.	0.23	June	0.23	Dec.	\$1.82	June	\$1.38
Jan.	0.23	July	0.21	Jan.	\$1.49	July	\$1.60
Feb.	0.24	Aug.		Feb.	\$1.45	Aug.	
Mar.	0.22	Sept.		Mar.	\$1.88	Sept.	
				TOTAL			
				AVERAGE MONTHLY PASSENGERS PER MILE	0.23	AVERAGE COST PER MILE	\$1.70

Hourly Cost				Passengers per Hour			
Oct	\$56.08	April	\$40.07	Oct	5.8	April	5.8
Nov.	\$54.66	May	\$36.53	Nov.	5.6	May	5.6
Dec.	\$44.57	June	\$34.39	Dec.	5.5	June	5.8
Jan.	\$36.96	July	\$40.14	Jan.	5.8	July	5.3

Feb.	\$37.24	Aug	Feb.	6.3	Aug
March	\$48.64	Sept	March	5.8	Sept.

TOTAL	AVERAGE TOTAL HOURLY COST	\$43.00	AVERAGE PASSENGERS PER HOUR	5.7
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Route Location	Passenger Totals	Operating Hours	Mileage
Red	1,432	220	5,602
Purple	1,392	220	5,487
Gold	985	110	2,860
Blue	897	110	2,831
Green	398	190	3,585
Chincoteague	1,108	230	7,276
Yellow	665	220	4,988
	6,877	1,300	32,629

Month	Hrs. of Oper.	Mileage
Oct.	1,367	34,578
Nov.	1,367	34,631
Dec.	1,365	33,450
Jan.	1,300	32,343
Feb.	1,300	33,373
Mar.	1,495	38,774
Apr.	1,300	33,114
May	1,430	36,719
June	1,430	35,527
July	1,300	32,629
Aug.		
Sept.		
	13,654	345,138

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In Re: State's Comments

There was no report provided by the State.

In Re: Airport Update

There was no airport report.

In Re: Railroad Comments

The following report was presented:

In August, BCR handled 402 carloads. Three hundred seventy-two (372) of these were at Little Creek with the top shippers being:

55 for Mid-Atlantic Transload (grit),
24 for Gordon Paper,
Dynaric 8 cars, and
285 handled for DCP Midstream (Butane - Storage).

Eastern Shore location handled the remaining 30 loads with the top shippers being:

Bayshore Concrete Products 3 inbound cars, 13 outbound cars,
Coastline Chemical 7 cars,
KMX Chemical 1 car, and
Pep-Up Gas 6 cars.

In Re: Adjourn

Motion was made Mr. Hart, seconded by Mr. LeMond, that the meeting be adjourned. All members were present and voted "yes". The motion was unanimously passed. The meeting was adjourned.