

AT THE MEETING OF THE BOARD OF DIRECTORS OF THE WILLIAMSBURG AREA TRANSIT AUTHORITY (WATA), HELD ON THE 15th DAY OF MARCH 2023, AT 10:00 A.M. IN THE STRYKER CENTER, CITY COUNCIL CHAMBERS, 412 N. BOUNDARY STREET, WILLIAMSBURG, VIRGINIA 23185.

A. CALL TO ORDER

Chair Paul Holt called the March 15, 2023 WATA Board of Directors meeting to order at 10:00 A.M. where a quorum was established. Mr. Holt called the roll.

B. ROLL CALL

Members of the Board Present:

Paul Holt, James City County
Mark Bellamy, York County
Sarah Jones, CWF
Denise Kirschbaum, James City County
Michele DeWitt, City of Williamsburg
Bill Horacio, William & Mary
Steven Hennessee, DRPT

Staff Present:

Sanford Wanner, Interim Executive Director
Iyanla XO, Marketing and Admin Specialist
Ben Goodill, Acting Director of Planning and Admin
Tim Sullivan, Budgets and Grants Specialist

Others Present:

Absent:

C. PUBLIC COMMENT

As no one from the public was present, Mr. Holt closed this section of the meeting.

D. BOARD MINUTES

1. Mr. Holt asked for a motion for approval of the minutes from February 8th, 2023. Ms. Kirschbaum made the motion. Ms. DeWitt seconded the motion. The Board voted in favor of the motion.
2. Mr. Holt asked for a motion for approval of the minutes from February 15th, 2023. Ms. DeWitt made the motion. The Board voted in favor of the motion. Mr. Bellamy abstained from the vote, as he was not present at the meeting.
3. Mr. Holt asked for a motion for approval of the minutes from March 3rd, 2023. Ms. DeWitt made the motion. The Board voted in favor of the motion.

E. REPORTS

1. Executive Director Report

Mr. Wanner said WATA staff has been requested by representatives of the City of Williamsburg to review three bus stops that conflict with crosswalks on Jamestown and Richmond Road: Stop 1600, Jamestown Rd at Lemon Hall, Stop 1087, Jamestown Rd at Cary St, and Stop 1038, Richmond Rd at Food Lion. For the bus stops on Jamestown Rd., WATA staff has been working with the City of Williamsburg and William and Mary. For the Richmond Rd. stops, he said it is a little more difficult since it has an established shelter and sidewalk connecting to the shopping center. He said WATA staff is working with the appropriate representatives for that.

He said WATA staff has received responses for the Northern Transfer Value Engineering and construction management services. He said the evaluation process is underway thanks to James City County.

He said the Longhill Road bus shelter installations are now out for quotes. He said we have one company of interest and one of no interest.

He said the Virginia Department of Rail and Transportation (DRPT) Compliance Review kick-off meeting was held on March 7, 2023. The compliance review covers three years and should be completed by the end of March. The Review team will be on-site the last week of March.

2. Northern Transfer Update

Mr. Goodill gave an update on the Northern Transfer Center design concepts discussed at the January 2023 meeting. At the meeting, Mr. Goodill mentioned a possibility of a fourth concept design. He presented the fourth concept design to the Board at this meeting. After discussion, the Board agreed upon using the fourth concept design, as well as a recommendation to move forward to starting 30% of the plans.

F. UNFINISHED BUSINESS

There was no Unfinished Business.

G. NEW BUSINESS

1. Preliminary FY2024 Operating Budget

Mr. Wanner briefly went over the Preliminary FY2024 Operating Budget packet given to the Board. This budget reflects the increase of the First Transit Maintenance contract, a 5% pay raise for operators, and the *Transit Strategic Plan: Evolving WATA*.

Mr. Holt thanked WATA staff for their hard work on the budget.

H. BOARD REQUESTS

Ms. DeWitt noted there was no ridership listed for October 2022 for the Colonial Williamsburg Foundation.

Mr. Bellamy said Mr. Hennessee made a good suggestion for the new Executive Director to attend the VTA conference in May 2023. He also asked Mr. Goodill if he can put together a timeline for the construction projects WATA has going on. He'd also like to know when the money is available for construction.

I. ADJOURNMENT

There being no further business, Mr. Holt requested a motion to continue the meeting to March 31st, 2023. Ms. DeWitt made the motion and the Board voted in favor of the motion. The meeting was adjourned at 11:35 a.m.