

AGENDA ITEM NO. D.1

AT THE MEETING OF THE BOARD OF DIRECTORS OF THE WILLIAMSBURG AREA TRANSIT AUTHORITY (WATA), HELD ON THE 15TH DAY OF DECEMBER 2021, AT 10:00 A.M. IN THE STRYKER CENTER, CITY COUNCIL CHAMBERS, 412 BOUNDARY STREET, WILLIAMSBURG, VIRGINIA 23185.

A. CALL TO ORDER

Chair Carolyn Murphy called the December meeting of the WATA Board to order and requested Mr. Zach Trogdon, Executive Director to call the roll.

B. ROLL CALL

Members of the Board Present:

Ms. Carolyn Murphy, City of Williamsburg
Ms. Denise Kirschbaum, James City County
Mr. Kurt Reisweber, CWF
Mr. Mark Bellamy, County of York
Mr. Paul Holt, James City County

Others Present:

Mr. Steven Hennessee, DRPT
Mr. Bill Horacio, William & Mary
Mr. Brent Haden, Pender & Coward
Mr. Scudder Wagg, JW & Assoc. (via Zoom)

Staff Present:

Mr. Zach Trogdon, Executive Director
Mr. Josh Moore, Deputy Executive Director
Ms. Karen Davis, Operations Director
Ms. Barbara Creel, Budget & Grants Administrator
Mr. Ben Goodill, Transit Planner
Ms. Eva Hanna, Secretary

Absent:

None

C. PUBLIC COMMENT

As no one from the public was present, Ms. Murphy closed this section of the meeting.

D. BOARD MINUTES

Ms. Murphy requested a motion for approval of the minutes from the November 17, 2021 Board meeting. Mr. Holt made the motion to approve the minutes, The minutes were approved by a Board vote of 5-0.

E. REPORTS

1. Transit Consolidation Study – Jarrett Walker & Associates

Mr. Trogdon introduced Mr. Scudder Wagg from Jarrett Walker & Associates who presented his report via Zoom. He said the report was also presented to the Williamsburg City Council last month. Mr. Wagg said their analysis of areas of high-density identified the Historic downtown, Midtown/High Street, New Town, and the Richmond Road and Merrimac Trail corridors. Improvements can be made through more frequent service and better connecting services. Higher capital costs for electric

vehicles can be funded partially with Federal grants. Investing in charging infrastructure may also be partially funded through grants. The study outlined four (4) phases of implementation:

- Phase 1 – Connecting CWF service to the Transportation Center, extending the Trolley route to Monticello Marketplace, and adjusting Route 5 to serve Williamsburg Commons, with implementation as early as next year. These results could be a 10% increase in jobs reachable
- Phase 2 – Trolley (Route 14) time improved to 15 minutes, CWF service improved to two-way, the start of electric vehicle service implemented on these two (2) routes and Route 3 improved to 30 minutes. These results could be a 35% increase in jobs reachable
- Phase 3 – Increased frequency on Routes 1 and 2 to every 30 minutes. These results could be a 57% increase in reachable jobs
- Phase 4 – Increase frequency on Route 8 to every 15 minutes and extended to the Transportation Center and High Street, converting Route 8 to electric service and historic area service through routed to Route 14 for continuous high frequency access. These results could be a 65% increase in jobs reachable

The study also broke down the costs by phases and would include additional costs to the localities. Discussion took place regarding costs being a concern and that the Board would have to consider this appropriately. Brief discussion was also held about approaching electrification in two (2) waves, bus size recommendations, and estimated capital costs. Mr. Trogdon stated that in the short-term staff is going to be researching the electric grid and its capacity to handle electric vehicles as well as working with CWF on the possible extension of its service as noted in the study.

2. Executive Director Report

a) Monthly Summary Report

Mr. Trogdon stated both reports are as presented.

F. UNFINISHED BUSINESS

There was no Unfinished Business.

G. NEW BUSINESS

1. CNG Compressor Purchase, *Proposed Resolution #R22-14*

Mr. Trogdon said WATA, and The Colonial Williamsburg Foundation have been working together to procure a compressor to operate the Compressed Natural Gas (CNG) fueling system for the CWF buses. One of the compressor units that was originally purchased in 2010 is inoperable and the necessary repair is cost-prohibitive due to the unit's age. CWF and WATA were able to identify a used compressor with low hours that is adequate for supplying the fuel needed for current and anticipated usage. Mr. Bellamy asked staff to confirm that the compressor system is something that is only used in CWF operations at this time and staff confirmed that is correct. Discussion also took place regarding the funding sources of which the large majority of will be federal and state.

There being no further discussion, Ms. Murphy asked for a motion to approve the resolution. Ms. Kirschbaum made the motion. The resolution was adopted by a Board vote of 3 – 1 with Mr. Bellamy voting no and Mr. Reisweber abstaining.

RESOLUTION #R22-14

CONTRACT AWARD – USED COMPRESSED NATURAL GAS COMPRESSOR

- WHEREAS, the Williamsburg Area Transit Authority (WATA) owns a compressed natural gas (CNG) fueling system with two compressors located at the facility at 7239 Pocahontas Trail; and
- WHEREAS the fueling system is leased to The Colonial Williamsburg Foundation (CWF) for operation; and
- WHEREAS, one of the compressor units has failed and WATA and CWF find it necessary to replace the unit to maintain redundancy in the system; and
- WHEREAS, it has been determined that the most expeditious and economical solution is to purchase a pre-owned compressor from Universal Air and Gas Products at a total net cost of \$64,899.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors of the Williamsburg Area Transit Authority hereby authorizes the Executive Director to complete the purchase of a pre-owned CNG compressor unit according to terms detailed in the proposal from Universal Air and Gas Products dated December 6, 2021.

H. BOARD REQUESTS

Ms. Murphy read a Resolution of Appreciation for Mr. Reisweber who is retiring at the end of the year after 41 years with The Colonial Williamsburg Foundation.



RESOLUTION OF APPRECIATION

- WHEREAS, Mr. Kurt Reisweber has dedicated 41 years of service to The Colonial Williamsburg Foundation (CWF), one of the Williamsburg area’s most important economic and cultural assets; and
- WHEREAS, Mr. Reisweber has been central to the success of the partnership between WATA and CWF in providing public transportation to the residents and visitors of the Williamsburg area, including serving as Chair and Vice-Chair of the Board of Directors; and
- WHEREAS, Mr. Reisweber has been instrumental in the furtherance of important projects at WATA during his service, including the acquisition of property from CWF for a WATA administration and maintenance facility; and
- WHEREAS, Mr. Reisweber has announced that he will be retiring from The Colonial Williamsburg Foundation at the end of December 2021 after many years of valuable service.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Williamsburg Area Transit Authority on this day, the 15th of December 2021, hereby recognizes and honors

MR. KURT REISWEBER

BE IT FURTHER RESOLVED that the Board of Directors of the Williamsburg Area Transit Authority adopts this resolution as a tribute to the contributions of Mr. Kurt Reisweber to the citizens and visitors of the greater Williamsburg community and the Board extends its best wishes to him in future endeavors.

Ms. Kirschbaum read a Resolution of Appreciation for Ms. Murphy who is retiring from the City after more than 40 years of service both to the City of Williamsburg and James City County.



RESOLUTION OF APPRECIATION

WHEREAS, Ms. Carolyn Murphy has dedicated more than four decades of public service to the Williamsburg community, including working for both the City of Williamsburg and James City County; and

WHEREAS, Ms. Murphy has demonstrated the highest level of dedication and professionalism in representing the City, WATA staff, and ridership of the WATA system as Member of the Board of Directors, including serving as Chair and Vice-Chair; and

WHEREAS, Ms. Murphy has been instrumental in efforts to provide safe and reliable public transit to the Williamsburg community and in the advancement of noteworthy projects during her service, including the acquisition of property for the Authority’s own administration and maintenance facility; and

WHEREAS, Ms. Murphy has announced that she will be retiring from the City of Williamsburg in December 2021 after many years of valuable service.

NOW THEREFORE, BE IT RESOLVED that the Board of Directors of the Williamsburg Area Transit Authority on this day, the 15th of December 2021, hereby recognizes and honors

MS. CAROLYN MURPHY

BE IT FURTHER RESOLVED that the Board of Directors of the Williamsburg Area Transit Authority adopts this resolution as a tribute to the contributions of Ms. Carolyn Murphy to the citizens and visitors of the greater Williamsburg community and the Board extends its best wishes to her in future endeavors.

Ms. Murphy spoke of her appreciation to the Board and staff.

Ms. Kirschbaum stated that in January, the Board will need to elect a new Chair and Vice-Chair.

I. ADJOURNMENT

There being no further business, Ms. Murphy asked for a motion to adjourn the December 15, 2021 meeting. The Board agreed, the motion was approved, and the meeting was adjourned at 10:46 a.m.

Denise Kirschbaum
Vice-Chair

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