

MEMORANDUM

DATE: October 8, 2002

TO: The Board of Supervisors

FROM: Doug Powell, Assistant Manager of Community Services

SUBJECT: Williamsburg Area Transport

In the past month, Williamsburg Area Transport (WAT) has implemented two significant service enhancements. The James City County Transit Company (JCCTC):

- approved an agreement with the College of William & Mary for WAT to provide transportation services to the College, and
- began a connection six times daily with Hampton Roads Transit (HRT) in accordance with the Board of Supervisors appropriation in the FY 03 Budget.

As a result of these service expansions, staff recommends that the Board appropriate funds and establish new positions as described in this memorandum.

Appropriations

The Agreement between JCCTC and the College states that the College shall pay the County \$55,950 for certain operational costs. In addition, the Agreement allows the County to hire replacements for any full-time College employees who retire and then bill the College for the salary and benefits of those employees. Since the Agreement was executed, one full-time College driver has retired. Therefore, an additional \$24,787 should be appropriated for this position pro-rated from September 1, 2002 – May 31, 2002. The attached resolution appropriates these funds, a total of \$80,737, that will be fully reimbursed by the College.

The Agreement with the College also provides that WAT will provide special trips for College organizations. Based on experience from last year, \$122,000 should be appropriated to cover the cost of these special trips. The cost of these trips will be fully reimbursed by user fees.

Finally, the City of Newport News has agreed to provide \$23,500 to fund one-half of the cost of the six connections daily between WAT and HRT. The Board of Supervisors has already appropriated money in the FY 03 Budget to cover the JCCTC's half of the cost. Money should be appropriated for the City of Newport News' portion.

Personnel

As stated above, the Agreement with the College allows the County to hire replacements for the full-time College drivers who retire and then bill the College for the salary and benefits of those positions. Since the contract was executed, one full-time College driver has retired. Therefore, staff requests that the Board establish one full-time limited term bus driver position. The cost of this position will be reimbursed by the College.

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In order to provide special trips, staff requests that the Board establish an additional 4,300 on-call bus driver hours. The cost of these hours will be reimbursed by user fees.

As a result of the connections with HRT, staff requests that the Board establish two part-time limited term bus driver positions, 1,040 hours per year each. The cost of these positions is funded through the previous appropriation by the Board of Supervisors in the FY 03 budget and the contribution made by Newport News.

Staff recommends approval of the two attached resolutions.

Doug Powell

CONCUR:

Anthony Conyers, Jr.

DP/gs

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Attachments