

GREENSVILLE COUNTY BOARD OF SUPERVISORS

AGENDA
TUESDAY, FEBRUARY 16, 2016
5:00 P.M. - CLOSED SESSION
6:00 P.M. - REGULAR SESSION

- | <u>ITEM NO.</u> | <u>DESCRIPTION</u> |
|------------------------|---|
| I. | <u>CALL TO ORDER</u> – 5:00 P.M. |
| II. | <u>CLOSED SESSION</u> - Section 2.2-3711 (a) 1) Personnel, 3) Disposition of Real Property, 5) Business or Industry Development and 7) Legal Matters |
| | A. Personnel Matters |
| | B. Disposition of Real Property Matters |
| | C. Business or Industry Development |
| | D. Legal Matters |
| III. | <u>RETURN TO REGULAR SESSION</u> |
| IV. | <u>CERTIFICATION OF CLOSED MEETING</u> – Resolution #16-103 |
| V. | <u>PLEDGE OF ALLEGIANCE AND INVOCATION</u> |
| VI. | <u>APPROVAL OF AGENDA</u> |
| VII. | <u>APPROVAL OF CONSENT AGENDA</u> |
| | A. Minutes – See Attachment – <u>I.</u> |
| | B. Budgetary Matters – See Attachment – <u>J.</u> |
| | C. Warrants – See Attachment – <u>K.</u> |
| | D. Resolution #16-108 Regarding Personnel Matters Resulting from Closed Meeting |

VIII. PUBLIC HEARING – None

IX. ITEMS WITH APPOINTMENTS – 6:05 P.M.

A. Ms. Elisabeth Rood with the KFH Group – See Attachment – M.

X. CITIZENS COMMENTS

XI. OTHER MATTERS

A. Resolutions

1. Resolution #16-106 – Procurement of Financial Planning Services
– See Attachment – M.

2. Reimbursement Resolution #16-107 – Courthouse Security
Enhancement – See Attachment – N.

B. Public Access to the Real Estate Records – See Attachment – O.

C. Contract between Greenville County and Baxter Bailey and Associates –
See Attachment – P.

D. Boards and Commissions Appointments

XII. ADJOURNMENT

At the Regular Meeting of the Greensville County Board of Supervisors, held on Monday, February 1, 2016, with Closed Session beginning at the 5:00 P.M. and Regular Session beginning at 6:00 P.M., at the Greensville County Government Building, 1781 Greensville County Circle, Emporia, Virginia.

Present Peggy R. Wiley, Chairman
 Michael W. Ferguson, Vice-Chairman
 Dr. Margaret T. Lee
 Raymond L. Bryant, Jr.

Chairman Wiley called the meeting to order at 5:00 p.m.

In Re: Closed Session

Mr. Whittington, County Administrator, stated that Staff recommended the Board go into Closed Session, Section 2.2-3711 (a) 1) Personnel, 5) Industrial Development and 7) Legal Matters.

Supervisor Ferguson moved, seconded by Supervisor Lee, to go into Closed Session, as recommended by Staff. Voting aye: Supervisors Bryant, Ferguson, Lee, and Wiley.

In Re: Regular Session

Mr. Whittington stated that Staff recommended the Board of Supervisors return to Regular Session.

Supervisor Ferguson moved, seconded by Supervisor Bryant, to go into Regular Session. Voting aye: Supervisors Bryant, Ferguson, Lee and Wiley.

In Re: Certification of Closed Meeting – Resolution #16-99

Supervisor Ferguson moved, seconded by Supervisor Lee, to adopt the following Resolution. A roll call vote was taken, as follows: Supervisor Bryant, aye; Supervisor Ferguson, aye; Supervisor Lee, aye and Supervisor Wiley, aye.

**RESOLUTION #16-99
CERTIFICATION OF CLOSED MEETING**

WHEREAS, the Greenville County Board of Supervisors has convened a closed meeting on this date pursuant to an affirmative recorded vote and in accordance with the provision of the Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by the Greenville County Board of Supervisors that such closed meeting was conducted in conformity with Virginia law:

NOW, THEREFORE, BE IT RESOLVED that the Greenville County Board of Supervisors hereby certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by the Greenville County Board of Supervisors.

In Re: Approval of Agenda

Mr. Whittington stated that Staff recommended approval of the agenda with no added items.

Supervisor Ferguson moved, seconded by Supervisor Lee, to approve the Agenda as submitted. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

In Re: Approval of Consent Agenda

Mr. Whittington stated that Staff recommended approval of the Consent with a reduction in the accounts payables from \$120,092.76 to \$80,071.38, because one of the vendors, KFH, needed to be partially paid, not fully paid.

Supervisor Ferguson moved, seconded by Supervisor Bryant, to approve the Consent Agenda as amended containing the following items. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

Approval of minutes from the meeting of January 19, 2016.

Budgetary Matters consisting of the following: Fund #001 – Journal Voucher #35, in the amount of \$60.00 and Re-Appropriations Resolution #16-100, in the amount of \$325.00, both of which are incorporated herein by reference.

Warrants:

Approval of Accounts Payable for February 1, 2016, in the amount of \$85,071.38.

Approval of Payroll for January 31, 2016, in the amount of \$414,313.67

In Re: Citizens Comments

Mr. Whittington addressed the public stating that anyone wishing to address the Board of Supervisors to please come forward and state their name and address for the record. There was no one.

In Re: Recognition of Black History Month Resolution #16-101

Mrs. Brenda Parson addressed the Board of Supervisors and stated that Staff recommended approval of the following resolution. She then read the resolution into record.

**RESOLUTION #16-101
RECOGNITION OF BLACK HISTORY MONTH
FEBRUARY 2016**

WHEREAS, the month of February has been set aside as a time to recognize accomplishments by African-Americans; and

WHEREAS, two natives of Southside Virginia, the late Dr. Charles Drew and Dr. Carter G. Woodson, and many others were instrumental in initiating scholarly studies of black history and other historical endeavors; and

WHEREAS, the late Garland P. Faison, was the first African-American to hold elected office in Greenville County; first as Justice of the Peace and then as a member of the Board of Supervisors for 20 years where he was dedicated to improving conditions in the County for all citizens; and

NOW, THEREFORE, BE IT RESOLVED that the Greenville County Board of Supervisors does hereby recognize February 2016 as Black History Month in Greenville County.

BE IT FURTHER RESOLVED that the Board of Supervisors encourages all Greenville County residents to actively pursue information that will enlighten them on the many valuable accomplishments to Greenville County by African Americans.

Supervisor Lee moved, seconded by Supervisor Ferguson, to approve Resolution #16-101. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley. Pictures were taken.

In Re: Boards and Commissions Appointments

1. John Tyler ASAP – An At-Large Appointment for a term of three years.

Chairman Wiley opened the floor for an individual to serve on the John Tyler ASAP Board beginning March 1, 2016 until February 28, 2019.

Supervisor Ferguson moved, seconded by Supervisor Bryant, to re-appoint Phillip Nicholls. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

2. Board of Zoning Appeal's Nomination – A Circuit Court Appointment for a term of five years.

Chairman Wiley opened the floor for an individual to be recommended to the Circuit Court Judge for nomination to the Board of Zoning Appeals beginning March 1, 2016 until February 28, 2021.

Supervisor Ferguson moved, seconded by Supervisor Lee, to recommend the re-appointment of L. Allen Little. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

3. Emergency Food and Shelter Program – An At-Large Appointment for a term of one year.

Chairman Wiley opened the floor for an individual to serve on the Emergency Food and Shelter Program beginning March 1, 2016 until February 28, 2017.

Supervisor Ferguson moved, seconded by Supervisor Lee, to re-appoint Reggie Owens. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

4. Greenville/Emporia Airport Commission – An At-Large Appointment for a term of four years.

Supervisor Ferguson moved, seconded by Supervisor Lee, to defer the appointments until the next meeting. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

5. South Centre Corridors Resource Conservation & Development Council – An At-Large Appointment or a term of four years.

Supervisor Ferguson moved, seconded by Supervisor Lee, to defer the appointment until the next meeting. Voting aye: Supervisors Bryant, Ferguson, Lee and Chairman Wiley.

In Re: Miscellaneous Matters

Mr. Whittington stated that located in the Friday Memo were the Staff Work Programs and Departmental Reports for the Board's review and comments.

Chairman Wiley asked if there were any questions. There were none.

In Re: Adjournment

With there being no further business, Supervisor Ferguson moved, seconded by Supervisor Lee, to adjourn the meeting. Voting aye: Supervisors Bryant, Ferguson, Lee, and Chairman Wiley.

Peggy R. Wiley, Chairman

K. David Whittington, Clerk

GREENSVILLE COUNTY

VOUCHER

Fund # 1
 JV# 36

ACCOUNT		ACCOUNT	AMOUNT
VOID CHECK# 79584	25.00	VOID CHECK# 79584	25.00
	25.00		25.00

Void check# 79584 in the amount of \$25.00. Pam Lifsey, Treasurer asked for check to be issued for a meeting that she was attending. Due to snow conditions she did not stay for the meal.

JHO 1/27/2016
 Prepared By _____ Date _____

Approved By _____ Date _____

Posted By _____ Date _____



GENERAL COUNTY FUND
COUNTY OF GREENVILLE
 1781 GREENVILLE COUNTY CIRCLE
 EMPORIA, VIRGINIA 23847

79584

79584

FIRST COMMUNITY BANK
 EMPORIA, VA
 69-129/515

TWENTY FIVE DOLLARS 00CENTS*****

PAY
 TO THE
 ORDER
 OF

VALECO
 JEFF SHAFER, TREAS
 CITY OF HARRISONBURG
 P. O. BOX 1007
 HARRISONBURG, VA. 22801-1007

DATE 1/19/2016 AMOUNT \$*****25.00

Blair W. ...
Reggie ...
William A. ...

CLERK
 CHAIRMAN
 TREASURER

⑈079584⑈ ⑆051501299⑆ 0024407410⑈

Public Use Only
 Security Features Included

GREENSVILLE COUNTY

VOUCHER

Fund # 1
JV# 41

ACCOUNT	AMOUNT	ACCOUNT	AMOUNT
21800 Court Security		93100 General Fund Transfers	
1100 Salaries	334.00	9203 Contingency	8,505.00
2100 FICA	26.00		
2210 VRS	33.00		
2400 Group Life	4.00		
31200 Law Enforcement			
1100 Salaries	5,874.00		
2100 FICA	450.00		
2210 VRS	582.00		
2400 Group Life	70.00		
31900 School Resource			
1100 Salaries	952.00		
2100 FICA	73.00		
2210 VRS	95.00		
2400 Group Life	12.00		
	8,505.00		8,505.00
Transfer funds to cover restructuring of staff per Sheriff's request.			
<div style="display: flex; justify-content: space-between;"> aw 2/10/2016 </div>			
Prepared By	Date	Approved By	Date
Posted By		Date	

RESOLUTION # 16-104

FY 15-16 BUDGET AMENDMENT

BE IT RESOLVED by the Greenville County Board of Supervisors that the following budget amendments be and hereby are made for the period of July 1, 2015 through June 30, 2016.

FUND 001

REVENUE

3-001-32010 Grants	
0033 Va. Dept of Rail & Public Transportation	\$48,000.00
Local Match – County of Greenville	6,000.00
Local Match – City of Emporia	6,000.00
	<hr/>
	\$60,000.00

EXPENDITURE

4-001-12100 Administration	
8101 Transportation Feasibility Study	\$60,000.00

Peggy R. Wiley, Chairman
Greenville County Board of Supervisor

ATTEST:

Denise Banks-Chatman, Clerk
Greenville County Board of Supervisors

Adopted this _____ day of _____, _____.

ACCOUNTS PAYABLE LIST
 COUNTY OF GREENSVILLE
 DEPT # - 01100 * PERSONAL PROPERTY TAXES *

FROM DATE - 2/16/2016
 TO DATE - 2/17/2016
 FUND # - 001 * GENERAL FUND REVENUES**

VENDEE NAME	CHARGE TB	DESCRIPTION	AMOUNT	DATE	AMOUNT
OF CREDIT LEASING LTD		PERSONAL PROPERTY TAXES *			
		PERSONAL PROP. TAX-2015		2/01/2016	477.00
					477.00 *
		TOTAL			477.00
BRANDTONE, INC.		MACHINERY & TOOLS TAXES *			
		MACHINERY & TOOLS TAXES *		2/04/2016	25,744.40
		MACHINERY & TOOLS TAXES *			25,744.40 *
		TOTAL			25,744.40
ATWATER COLLECTIONS CO.		MISCELLANEOUS **			
		MISCELLANEOUS **		2/03/2016	600.00
					600.00 *
		TOTAL			600.00
YO SOCC, INC.		SECURED BY SUPERVISOR**			
		TELECOMMUNICATIONS		2/01/2016	93.95
					93.95 *
		TOTAL			93.95
BUSINESS CARD		EXECUTIVE ADMINISTRATION			
		REPAIR & MAINTENANCE SERVICES		1/05/2016	16.04
					16.04 *
		TELECOMMUNICATIONS		12/30/2015	104.19
		TELECOMMUNICATIONS		1/15/2016	20.55
					124.69 *
		TRAVEL & TRAINING		1/27/2016	10.00
		TRAVEL & TRAINING		1/12/2016	15.00
		TRAVEL & TRAINING		1/04/2016	4.00
					29.00 *
		OFFICE SUPPLIES		1/13/2016	10.70
					10.70 *
		VEHICLE SUPPLIES		2/01/2016	18.58
		VEHICLE SUPPLIES		1/05/2016	34.73
					53.31 *
		TOTAL			232.02

ACCOUNTS PAYABLE LIST
 COUNTY OF GREENSVILLE
 DEPT # - 01210 EXECUTIVE ADMINISTRATION

FROM DATE - 2/16/2016
 TO DATE - 2/17/2016
 DEPT # - 001 GENERAL FUND EXPENDITURES

MEMBER NAME	CHARGE TO	DESCRIPTION	EMPLOYEE	INVOICE DATE	\$\$\$ PAY \$6
SLAYTON & CLARY		COUNTY ATTORNEYS	12322	1/31/2016	1,435.00
		PROFESSIONAL SERVICES			1,351.00 *
TRUBBARD CORPENS LLP		SUPPLEMENTAL LEGAL SERVICES	1737665	1/29/2016	2,100.00
BERRY LOUKE BARKES &		SUPPLEMENTAL LEGAL SERVICES	233384/071	1/13/2016	252.00
BERRY LOUKE BARKES &		SUPPLEMENTAL LEGAL SERVICES	233677/048	1/26/2016	3,250.22
BERRY LOUKE BARKES &		SUPPLEMENTAL LEGAL SERVICES	233678/048	1/26/2016	2,162.25
					7,771.47 *
SLAYTON & CLARY		TELEPHONE FEE CHARGES	12322	1/31/2016	20.00
					70.00 *
SLAYTON & CLARY		TRAVEL & TRAINING	12322	1/31/2016	48.40
					48.40 *
		TOTAL			9,174.95

DEPT # - 01210 COMMISSIONER OF REVENUE

MEMBER NAME	CHARGE TO	DESCRIPTION	EMPLOYEE	INVOICE DATE	\$\$\$ PAY \$6
STONEMILL TECHNOLOGIES		COMMISSIONER OF REVENUE	05347	1/31/2016	4,000.00
		CONTRACTUAL SERVICES: RGS3 APPR			4,000.00 *
SPRINT		TELECOMMUNICATIONS	5400162560774	1/15/2016	5.00
					5.00 *
BURT SLACK		TRAVEL & TRAINING	BURL	1/26/2016	157.00
BURT SLACK		TRAVEL & TRAINING	SHELL	1/24/2016	20.50
BURT SLACK		TRAVEL & TRAINING	TRACOR CO.	1/25/2016	34.94
					214.53 *
BULL CORPORATION		OFFICE SUPPLIES	2546010	1/20/2016	171.93
BULL CORPORATION		OFFICE SUPPLIES	2551059	1/20/2016	394.36
BULL CORPORATION		OFFICE SUPPLIES	2551059CM	1/28/2016	394.36
BULL CORPORATION		OFFICE SUPPLIES	2774213	1/26/2016	379.96
					551.89 *
		TOTAL			4,771.50

DEPT # - 01240 TREASURER

MEMBER NAME	CHARGE TO	DESCRIPTION	EMPLOYEE	INVOICE DATE	\$\$\$ PAY \$6
WESTERN		TELECOMMUNICATIONS	5400162560774	1/15/2016	0.10
					8.10 *
BURT SLACK		TRAVEL & TRAINING	BURT	1/24/2016	50.57
BURT SLACK		TRAVEL & TRAINING	BURT #910	1/24/2016	159.09
					209.66 *
		TOTAL			217.85

DEPT # - 01240 FINANCE

MEMBER NAME	CHARGE TO	DESCRIPTION	EMPLOYEE	INVOICE DATE	\$\$\$ PAY \$6
WESTERN		TELECOMMUNICATIONS	5400162560774	1/15/2016	2.02
					2.02 *

ACCOUNTS PAYABLE LIST
 COUNTY OF BRENDSVILLE
 DEPT # - 012430 - FURNACE

FROM DATE - 2/14/2016
 TO DATE - 2/17/2016
 YEAR # - 001 - GENERAL FUND EXPENDITURES**

VENUE NAME	CHARGE TO	DESCRIPTION	INVOICE #	INVOICE DATE	AMOUNT	PAY #
CORNELL KENNY	RELEASE: COUNTY BRENDS	RELEASE/2-3-16		2/03/2016	55.00	
					55.00	H
PATTY CASH FUND	TRAMEL & TINKLENS	EXP/1-15		1/27/2016	6.44	
					6.44	*
BILL REMBERTON	OFFICE SUPPLIES	2346478		1/13/2016	9.95	
					9.95	H
		TOTAL			74.29	

DEPT # - 012510 - INFORMATION TECHNOLOGY

VENUE NAME	CHARGE TO	DESCRIPTION	INVOICE #	INVOICE DATE	AMOUNT	PAY #
GPS SYSTEM, INC.	INFORMATION TECHNOLOGY	MAIN CONTRACT		1/26/2016	4,228.00	
					4,228.00	H
TELFONE, INC.	TELECOMMUNICATIONS	246,723		2/01/2016	24.90	
					2.59	
EMULES BROS. VIL CO., INC	VEHICLE SUPPLIES	XP4653894		2/01/2016	26.59	H
					16.18	H
		TOTAL			4,262.77	

DEPT # - 021100 - ELECTORAL BOARD - REGISTRARS

VENUE NAME	CHARGE TO	DESCRIPTION	INVOICE #	INVOICE DATE	AMOUNT	PAY #
DOMINION VIRGINIA POWER	ELECTORAL BOARD - REGISTRARS	ELECTRICITY		1/26/2016	6.59	
					6.59	H
SPRINK	TELECOMMUNICATIONS	5480162588774		1/15/2016	4.70	
					4.70	H
BELL CORPORATION	OFFICE SUPPLIES	2316476		1/13/2016	12.19	
					130.99	
		TOTAL			143.28	H

DEPT # - 021100 - CIRCUIT COURT

VENUE NAME	CHARGE TO	DESCRIPTION	INVOICE #	INVOICE DATE	AMOUNT	PAY #
GRY BOSLEY	METRICITY COURT	BOARDS & COMMISSIONERS		2/03/2016	30.00	
					30.00	
ROYE C LUK	BOARDS & COMMISSIONERS	GRAND JURY/2-16		2/03/2016	30.00	
					30.00	
MARKIE HIGHT	BOARDS & COMMISSIONERS	GRAND JURY/2-16		2/03/2016	30.00	
					30.00	
STANLEY LEMERY	BOARDS & COMMISSIONERS	GRAND JURY/2-16		2/03/2016	30.00	
					30.00	
EMES WHITE	BOARDS & COMMISSIONERS	GRAND JURY/2-16		2/03/2016	30.00	
					30.00	
EARL BLICK	BOARDS & COMMISSIONERS	GRAND JURY/2-16		2/03/2016	180.00	H
					54.36	
BOAT 0905	JURY EXPENSES	H MART 06019		2/01/2016	50.00	
					30.00	
GRAYS, SARAH L.	JURY EXPENSES	C JURY/12-15		2/02/2016	30.00	
					30.00	
BUTTS, JANEVIE R.	JURY EXPENSES	C JURY/12-15		2/02/2016	30.00	
					30.00	
FARNELL, ERNANDE L.	JURY EXPENSES	C JURY/12-15		2/02/2016	30.00	
					30.00	
HEALE, BRAD E.	JURY EXPENSES	C JURY/12-15		2/02/2016	30.00	

ACCOUNTS PAYABLE LIST
 COUNTY OF GREENSBLE
 DEPT # - 021200 GENERAL DISTRICT COURTS

2/25/2016 FROM DATE: 2/16/2016
 40375 TO DATE: 2/17/2016
 FROM # - 001 GENERAL FUND EXPENDITURES

DEBITOR NAME	CHARGE TO	DESCRIPTION	AMOUNT	INVOICE DATE	\$\$\$ PAY \$\$\$
VERIZON SOUTH	TELECOMMUNICATIONS	348-3729/1-16	1755/2016	1/25/2016	147.18
VERIZON SOUTH	TELECOMMUNICATIONS	434-0708/1-16	1/25/2016	1/25/2016	68.21
SPRINT CORPORATION	TELECOMMUNICATIONS	652840380/1-16	1/21/2016	1/21/2016	66.40
SPRINT	TELECOMMUNICATIONS	64325268/1-16	1/21/2016	1/21/2016	22.67
SPRINT CORPORATION	TELECOMMUNICATIONS	65280908/1-16	1/21/2016	1/21/2016	17.57
SPRINT CORPORATION	TELECOMMUNICATIONS	92154184/1-16	1/15/2016	1/15/2016	2.55
SPRINT	TELECOMMUNICATIONS	5480162588774	1/15/2016	1/15/2016	7.50
		TOTAL			303.93 *
					303.93

DEPT # - 021200 ADMINISTRATOR

ADMINISTRATOR	TELECOMMUNICATIONS	348-0903/1-16	2/01/2016		43.18
					43.18 *
		TOTAL			43.18

DEPT # - 021400 SCLERK, CIRCUIT COURTS

SCLEK, CIRCUIT COURTS	MAINTENANCE CONTRACTS	08310496	2/01/2016		46.10
					46.10 *
SPRINT	TELECOMMUNICATIONS	5400162588774	1/15/2016		9.63
					9.63 *
BULL CORPORATION	OFFICE SUPPLIES	2337163	1/16/2016		5.29
BULL CORPORATION	OFFICE SUPPLIES	2365217	1/14/2016		235.53
BULL CORPORATION	OFFICE SUPPLIES	2416511	1/14/2016		77.69
BOONE SPECIALTY COMPANY	HOUSEKEEPING SUPPLIES	7039578	2/02/2016		389.51 *
					167.26
		TOTAL			157.26 *
					521.50

DEPT # - 021800 ACCOUNT SECURITY

ACCOUNT SECURITY	PRR-COURTHOUSE SECURITY	3601/1-268-14	1/28/2016		50.90
					50.90 *
		TOTAL			50.90

DEPT # - 022100 McHENNEALYN'S ATTORNEY

McHENNEALYN'S ATTORNEY	WATER & SEWER SERVICES	8362671-16	1/29/2016		117.68
	WATER & SEWER SERVICES	8362771-16	1/29/2016		42.46
					169.14 *
SPRINT	TELECOMMUNICATIONS	5400162588774	1/15/2016		22.53
					22.53 *

ACCOUNTS PAYABLE LIST
 COUNTY OF GREENSBVILLE
 DEPT # - 022100 HIGHWAY HEALTH & SAFETY

MEMBER NAME
 FROM DATE- 2/16/2014
 TO DATE- 2/17/2014
 FUND # - 001 GENERAL FUND EXPENDITURES

MEMBER NAME	CHARGE TO	DESCRIPTION	INVOICE	DATE	AMOUNT
ALLEN HEATERS CORP	LEASE OF EQUIPMENT		20812315	1/15/2014	276.38
					276.38 *
DEPT #7264	OFFICE SUPPLIES		FITNEY BONES	1/01/2014	222.07
					222.07 *
BOONE SPECIALTY COMPANY	REORDERING SUPPLIES		7639578	2/02/2014	67.22
					67.22 *
DEPT #7264	BOOKS & SUBSCRIPTIONS		VIRGINIA GLE	2/04/2014	114.78
					114.78 *
		TOTAL			683.13

DEPT # - 021100 HIGHWAY SAFETY ENFORCEMENT

MEMBER NAME	CHARGE TO	DESCRIPTION	INVOICE	DATE	AMOUNT
GUSTIN SIGNALS, INC.	SAFETY ENFORCEMENT		523408	1/21/2014	127.59
	REPAIR & MAINTENANCE SERVICE				127.59 *
GUSTIN SIGNALS, INC.	SAFETY ENFORCEMENT		523408	1/21/2014	93.05
	SAFETY ENFORCEMENT SUPPLIES				93.05 *
GROUP BOSS, ELL CO., INC	VEHICLE SUPPLIES		HP46538074	2/01/2014	108.66
					108.66 *
		TOTAL			339.30

DEPT # - 021200 HEALTH ENFORCEMENT-SHERIFF

MEMBER NAME	CHARGE TO	DESCRIPTION	INVOICE	DATE	AMOUNT
COCHA	HEALTH ENFORCEMENT-SHERIFF		8748	1/29/2014	382.50
	PROFESSIONAL HEALTH SERVICES				382.50 *
TREASURER OF VIRGINIA	PROFESSIONAL HEALTH SERVICES		C NUMBER	1/13/2014	20.00
					382.50 *
WENZEL: 911 CHARGES	COMMUNICAL SERV. 911		F00-022971-16	1/25/2014	57.00
	CONTRACTUAL SERV. 911		F00-023071-16	1/28/2014	58.72
WENZEL: 911 CHARGES	COMMUNICAL SERV. 911		F00-023171-16	2/01/2014	57.00
	CONTRACTUAL SERV. 911		030-994171-16	1/22/2014	336.66
WENZEL: 911 CHARGES	COMMUNICAL SERV. 911		080-054971-16	1/25/2014	110.48
	CONTRACTUAL SERV. 911		125-566071-16	1/22/2014	758.84
					1,370.64 *
WENZEL'S SER. CENTER INC	REPAIR & MAINTENANCE SERVICE		0023406	10/15/2013	239.15
					239.15 *
TELEPACE, INC.	TELECOMMUNICATIONS		246,720	2/01/2014	72.95
	TELECOMMUNICATIONS		1295417	1/29/2014	316.01
TREASURER OF VIRGINIA	TELECOMMUNICATIONS		5400142580774	1/15/2014	29.75
					422.71 *
PEITY CASH FUND	TRAVEL & TRAVELER		EMP/1-15	1/27/2014	46.50
					46.50 *
GOELL CORPORATION	OFFICE SUPPLIES		2593667	1/21/2014	92.26
	OFFICE SUPPLIES		2402453	1/07/2014	137.54
					230.20 *
BARBER BOOKS, ILL. CO., INC	VEHICLE SUPPLIES		HP46538074	2/01/2014	3,208.85
	VEHICLE SUPPLIES		0023406	10/15/2013	389.60

ACCOMPLISH PAYABLE LIST
 COUNTY OF GREENSBORO
 DEPT # - 03200 MAND. ENFORCEMENT-SHERIFFS

FROM DATE- 2/16/2016
 TO DATE- 2/17/2016
 REPORT - 001 SUPERIOR FUND EXPENDITURES

VENOR NAME	CHARGE TO	DESCRIPTION	AMOUNT	DATE	AMOUNT
GREEN'S SERVICE CENTER	VEHICLE SUPPLIES		5258	2/01/2016	16.00
GREEN'S TIRE & AUTO CARE	VEHICLE SUPPLIES		885367	2/01/2016	68.99
O'REILLY AUTO PARTS	VEHICLE SUPPLIES		2269-392332	1/28/2016	108.67
O'REILLY AUTO PARTS	VEHICLE SUPPLIES		2269-392754	1/21/2016	9.29
O'REILLY AUTO PARTS	VEHICLE SUPPLIES		2269-392969	1/22/2016	49.98
O'REILLY AUTO PARTS	VEHICLE SUPPLIES		2269-393015	1/22/2016	49.98
O'REILLY AUTO PARTS	VEHICLE SUPPLIES		2269-393056	1/22/2016	57.60
O'REILLY AUTO PARTS	VEHICLE SUPPLIES		2269-394299	2/01/2016	53.73
					3,931.49 *
0047 03687	VEHICLE SUPPLIES	WIDMANTUSA		2/02/2016	22.97
0047 03467	VEHICLE SUPPLIES	WIDMANTUSA 85954		2/02/2016	54.97
					77.94 *
ORANGE HOSPITAL OF	CORPSE EXPENSES		174617	1/20/2016	144.00
DEPT 03985	CORPSE EXPENSES	JARRATT HARDWARE		1/21/2016	52.94
					196.94 *
HILL STONE, INC.	C.G. DISPATCH TO MONITORS		305582	1/25/2016	60.55
HILL STONE, INC.	C.G. DISPATCH TO MONITORS		305582	1/25/2016	60.55
		TOTAL			7,007.07
DEPT # - 032400 FINE & RESCUE					
CITY OF ERFORD	FIRE & RESCUE			1/28/2016	12,180.80
					12,180.80 *
		TOTAL			12,180.80
DEPT # - 032600 JAIL					
FACEDL OFFICE	PURCHASE OF SERVICES-SHR			2/02/2016	68,777.60
					68,777.60 *
		TOTAL			68,777.60
DEPT # - 034000 BUILDING INSPECTIONS					
WRIT	INSURANCE INSPECTIONS*			1/15/2016	.66
	TELECOMMUNICATIONS				.66 *
PETTY CASH FUND	TRAVEL & TRAVELS		EXP/1-15	1/27/2016	17.12
					17.12 *
DECA	DUES & ASSOCIATIONS		DUES FV16/2.0	1/08/2016	40.00
MECH	DUES & ASSOCIATIONS		DUES FV16/2.0	1/08/2016	40.00
					80.00 *
PETTY CASH FUND	ACCIDENTS SETTLEMENT		EXP/1-15	1/27/2016	21.00
					21.00 *
APPLES APPX. BILL CO., INC	VEHICLE SUPPLIES		RP46538075	2/01/2016	70.10
					70.10 *
		TOTAL			188.88

2/28/2016 FURN DATE- 2/16/2016 ACCOUNTS PAYABLE LIST
 2/28/2016 TO DATE- 2/17/2016 COUNTY OF GREENSBORO
 FUND # - 001 GENERAL FUND EXPENDITURES DEPT # - 001260 HIGHWAY & STREET LIGHTING

MEMBER NAME	COURSE ID	DESCRIPTION	INVOICE	DATE	INVOICE	AMOUNT
FRANCIS BOURNARD		BOARDS & COMMISSIONS*	10-26-15 MEET	1/27/2015	60.00	
JAMES S HILL		BOARDS & COMMISSIONS*	10-26-15 MEET	1/27/2015	70.00	
ARVIE FATH		BOARDS & COMMISSIONS*	10-26-15 MEET	1/27/2015	60.00	
LEA HERRS		BOARDS & COMMISSIONS*	10-26-15 MEET	1/27/2015	60.00	
EDDIE LEE HUBBE		BOARDS & COMMISSIONS*	10-26-15 MEET	1/27/2015	60.00	
SURELL HUGH		BOARDS & COMMISSIONS*	10-26-15 MEET	1/27/2015	60.00	
DAVIDE GARRETT		BOARDS & COMMISSIONS*	10-26-15 MEET	1/27/2015	60.00	
WILKINSON VIRGINIA PENER		STREET LIGHTING ENERGY	75523281371-16	1/29/2016	450.00 M	
SOUL SIGNS, INC.		CAPITAL OUTLAY-STREET SIGNS	385582	1/25/2016	1,467.62	
					1,467.62 M	
					60.55 M	
					2,018.17	

MEMBER NAME	COURSE ID	DESCRIPTION	INVOICE	DATE	INVOICE	AMOUNT
DEPT # - 042100 WASTE COLLECTION SERVICES						
		WASTE COLLECTION SERVICES	2087	2/03/2016	115.00	
		SEMI-CLEAN-UP OPEN	90789	1/31/2016	115.00 M	
		CONTRACTUAL SERVICE-PERIN JON	18552020071-16	1/27/2016	605.00 M	
		ELECTRICAL SERVICES	387770090071-16	1/19/2016	103.82	
		ELECTRICAL SERVICES	437898050071-16	1/28/2016	388.59	
		ELECTRICAL SERVICES	269391292171-16	1/28/2016	77.29	
		ELECTRICAL SERVICES	415053796671-16	1/28/2016	74.95	
		ELECTRICAL SERVICES			81.49	
		WALFURN RENTAL	46221893	1/21/2016	484.14 M	
		WALFURN RENTAL	46253048	1/28/2016	13.44	
		OFFICE SUPPLIES	2300543	1/13/2016	36.88 M	
		OFFICE SUPPLIES	2316478	1/13/2016	1.56	
		OFFICE SUPPLIES	08944	1/26/2016	87.05	
		HOUSEKEEPING SUPPLIES	08944	1/26/2016	35.82	
		HOUSEKEEPING SUPPLIES			125.27 M	
		VEHICLE SUPPLIES	8P46530557	2/01/2016	13.48	
		VEHICLE SUPPLIES	6100712	1/31/2016	11.48 M	
		WEARING APPAREL	SHRES7-16	11/21/2015	62.10	
		SITE IMPROVEMENTS	313316	1/25/2016	546.61	
					628.71 M	
					65.00	
					65.00 M	
					169.00	
					169.00 M	
					2,190.48	

MEMBER NAME	COURSE ID	DESCRIPTION	INVOICE	DATE	INVOICE	AMOUNT
DEPT # - 042300 WASTE COLLECTION SERVICES						
		WASTE COLLECTION SERVICES	0785	1/31/2016	1,067.87	
		SERVICE CONTRACTOR			1,067.87 M	

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSBORO
DEPT # - 04200 WASTE COLLECTION

2/02/2016
2/16/2016
2/17/2016
GENERAL FUND EXPENDITURES

ISSUE DATE 05 FRY 84

INVOICE DATE

DESCRIPTION INVOICES

CHARGE TO

DEBIT NAME

9,563.94
9,563.94
9,563.94

2/01/2016
TOTAL

DEPT # - 04200 WASTE DISPOSAL
1950/1-16

REFUSE DISPOSAL
PROJECTS TO SUEP

TREASURER OF GREENSBORO

114.75
114.75 *
91.13
91.00
172.13 *
13.12
19.38
32.50 *

1/20/2016
1/26/2016
2/01/2016
1/28/2016
2/02/2016
1/15/2016

DEPT # - 04300 UTILITIES & SERVICES
9746
1225
1330
46253859
169828
2182559

BUILDINGS & GROUNDS
CONTRACTUAL SERVICES: CSNA
TEMPORARY HELP
TEMPORARY HELP

CHEN-SHUN
CITY OF EMPORIA
CITY OF EMPORIA
CITY OF EMPORIA

69.46
123.60
24.95
212.81 *

1/29/2016
1/29/2016
1/29/2016
1/29/2016

33580/1-16
23540/1-16
23550/1-16

WATER & SEWER
WATER & SEWER
WATER & SEWER

GREENSBORO
CITY OF EMPORIA
CITY OF EMPORIA

1,936.00
166.88
2,102.88 *

1/25/2016
1/15/2016

348-82234-16
5400162580774

TELECOMMUNICATIONS
TELECOMMUNICATIONS

GREENSBORO
GREENSBORO

98.56
98.56 *
461.59
26.54
65.97
357.75
15.21
96.78
60.80
92.60

1/29/2016
2/02/2016
2/02/2016
1/15/2016
1/15/2016
1/15/2016
1/28/2016

46253858
7839570
913144
813170
86830
163926
1141921-00
1141921-01
1141921-02

UNIFORM RENTAL
HOUSEKEEPING SUPPLIES
REPAIR & MAINTENANCE SUPPLIES

GREENSBORO
GREENSBORO
GREENSBORO
GREENSBORO
GREENSBORO
GREENSBORO
GREENSBORO
GREENSBORO
GREENSBORO

501.75
1,196.59 *
187.85
187.85 *
4,696.98

2/01/2016
TOTAL

DEPT # - 04340 GREENSBORO COUNTY GOVERNMENT CTR
9746

VEHICLE SUPPLIES

GREENSBORO
GREENSBORO

38.25

1/28/2016

DEPT # - 04340 GREENSBORO COUNTY GOVERNMENT CTR
9746

CONTRACTUAL SERVICES: CSNA

GREENSBORO

ACCOUNTS PAYABLE LIST
 COUNTY OF GREENSVILLE
 DEPT # - 045600 MAINTENANCE BUILDINGS

FY08 DATE- 2/15/2016
 TO DATE- 2/17/2016
 FROM # - 001 ASSESSMENT FUND EXPENDITURES**

VENOR NAME	PACKAGE TO	DESCRIPTION	INVOICE NUMBER	DATE	AMOUNT	AMOUNT
HANCOCK SERVICES	CONTRACTUAL SER: WATER CURLER		2788815	1/15/2016	0.95	0.95
TELEPHONE, INC.	TELECOMMUNICATIONS		246,726	2/01/2016	31.90 *	29.98
		TOTAL			29.99 *	45.88

DEPT # - 05100 MEDICAL HEALTH DEPARTMENT*

MEDICAL HEALTH DEPARTMENT*					164.83	164.83
MULLEN SOUTH SYSTEM	TELECOMMUNICATIONS		348-422371-16	1/25/2016	77.49	77.49
	TELECOMMUNICATIONS		5400142588774	1/15/2016	242.32 *	242.32 *
GREENVILLE/EMERGA	PAYMENT-MEDICAL HEALTH DEPARTMENT		3RD QTR FY16	1/20/2016	34,356.58	24,352.58 *
		TOTAL			24,594.82	24,594.82

DEPT # - 071400 STATE WELDER LEAF COMMISSION*

STATE WELDER LEAF COMMISSION*					0.01	0.01
	TELECOMMUNICATIONS		5400142588774	1/15/2016	0.01 *	0.01 *
WALL CORPORATION	OFFICE SUPPLIES		2308543	1/13/2016	6.02	6.02
WALL CORPORATION	OFFICE SUPPLIES		2316478	1/13/2016	189.29	189.29
BRACE SELLERBY COMPANY	BOOKKEEPING SUPPLIES		7893717	1/11/2016	189.02 *	189.02 *
BOAT #7264	REPAIR & MAINTENANCE SUPPLIES		CITY	2/03/2016	103.54 *	103.54 *
		TOTAL			134.88	134.88

DEPT # - 07190 WELDERRY ADMINISTRATION*

WELDERRY ADMINISTRATION*					124.53	124.53
CITY OF ESPERANZA	REPAIR & MAINTENANCE SERVICES		SER/1-16	1/08/2016	124.53 *	124.53 *
CITY OF ESPERANZA	ELECTRICITY		SER/1-16	1/20/2016	312.05	312.05
CITY OF ESPERANZA	WATER & SEWER		SER/1-16	1/20/2016	312.05 *	312.05 *
COBBE SPECIALTY COMPANY	BOOKKEEPING SUPPLIES		7039578	2/02/2016	53.98 *	53.98 *
		TOTAL			216.79	216.79 *

DEPT # - 095100 PLANNING*

PLANNING*					5.91	5.91
	TELECOMMUNICATIONS		5400142588774	1/15/2016	5.91 *	5.91 *
		TOTAL			5.91	5.91

ACCOUNTS PAYABLE LIST
 COUNTY OF GREENSVILLE
 DEPT # - 001100 OPERATIONS

FUND DATE - 2/16/2016
 TO DATE - 2/27/2016
 FUND # - 001 GENERAL FUND EXPENDITURES**

MEMBER NAME	ORGANIZATION	DESCRIPTION	INVOICE #	TRAVEL DATE	AMOUNT	PAY #
DEPT CASH FUND	UNLIMITED TRAVEL	EXP/1-15		1/27/2016	5.00	
		TOTAL			5.00	

MEMBER NAME	ORGANIZATION	DESCRIPTION	INVOICE #	TRAVEL DATE	AMOUNT	PAY #
COURTES CONTRACTING, INC.	CONSTRUCTION (COURT REV SHARING)	APPLICATION #6		1/25/2016	37,195.35	
		TOTAL			37,195.35	

MEMBER NAME	ORGANIZATION	DESCRIPTION	INVOICE #	TRAVEL DATE	AMOUNT	PAY #
DEPT CASH FUND	TELECOMMUNICATIONS	5400162580774		1/15/2016	2.57	
		EXP/1-15		1/27/2016	48.52	
		EXP/1-15		1/27/2016	64.89	
		EXP/1-15		1/27/2016	17.67	
		TOTAL			133.65	
GOBLEE BROS. HIL CO., INC	VEHICLE SUPPLIES	NP45530094		2/01/2016	15.04	
GOBLEE BROS. HIL CO., INC	VEHICLE SUPPLIES	NP45530096		2/01/2016	18.56	
		TOTAL			33.60	
		TOTAL			165.27	

MEMBER NAME	ORGANIZATION	DESCRIPTION	INVOICE #	TRAVEL DATE	AMOUNT	PAY #
DEPT CASH FUND	TELECOMMUNICATIONS	93085358		1/29/2016	3,000.00	
		5400162580774		1/15/2016	1.51	
		TOTAL			3,001.51	

MEMBER NAME	ORGANIZATION	DESCRIPTION	INVOICE #	TRAVEL DATE	AMOUNT	PAY #
TEACHER, VIRGINIA TECH	SALARIES - REGULAR	2ND GR FY16		1/08/2016	5,040.98	
TEACHER, VIRGINIA TECH	FELICITY	2ND GR FY16		1/08/2016	1,650.92	
CITY OF ESPERANZA	WATER & SEWER	1203571-16		1/29/2016	1,650.92	
		TOTAL			82.96	
		TOTAL			62.96	
		TOTAL			9.02	
		TOTAL			9.02	

ACCOUNTS PAYABLE LIST
 COUNTY OF GREENVILLE
 DEPT # - 003300 SUPER

FROM DATE- 2/16/2016
 TO DATE- 2/17/2016
 DEPT # - 001 **GENERAL FUND EXPENDITURES**

DEPT #	DEPT NAME	CORPORATION	DESCRIPTION	INVOICES	INVOICE DATE	AMOUNT
001	EASTERN BUCKLE PHI	PHI	PHI	DUES & ASSOCIATIONS	1/26/2016	75.00
				TOTAL		75.00
				TOTAL		6,534.46
DEPT # - 003300 **DEPT SERVICE-FIRE & RESCUE**						
003300	CITY OF ENFORIA	ENFORIA	ENFORIA	SERVICES	1/28/2016	3,870.38
				TOTAL		3,870.38
				TOTAL		1,259.47
				TOTAL		1,259.47
				TOTAL		4,349.85
				FUND TOTAL		284,509.10

RODEBY SERVICE-FIRE & RESCUE**
 ENFD: 2012 PURCH (10/2022)
 ENFD: UTILITY-BRUSH TRUCK

ACCOUNTS PAYABLE LIST
COUNTY OF GREENSBURG

FROM DATE- 2/16/2016
TO DATE- 2/17/2016

DEPT # - 03300 *COMMUNITY CORRECTIONS: PRETRIAL*

65 PAY 55

INVOICE

NUMBER

DESCRIPTION

CHARGE YR

AMOUNT

DEPT # - 03300 *COMMUNITY CORRECTIONS: PRETRIAL*

COMMUNITY CORRECTIONS: PRETRIAL

MEMBER NAME	CHARGE YR	DESCRIPTION	NUMBER	INVOICE	DATE	AMOUNT
DEBRA K. CLEMENTS		TRAVEL & SUBSISTENCE			1/28/2016	87.61
DAVID LUDY		TRAVEL & SUBSISTENCE			2/02/2016	12.56
SHIRL A. HILSTEN		TRAVEL & SUBSISTENCE			1/28/2015	57.48
JERR BLANKS		TRAVEL & SUBSISTENCE			1/28/2016	4.58
						162.23 *
WALTER SMITH		SUPPLIES & OTHER OPERATING EXP	348-1035/1-16		1/13/2016	75.35
WALTER SMITH		SUPPLIES & OTHER OPERATING EXP	848-0921/1-16		1/13/2016	24.57
WALTER SMITH		SUPPLIES & OTHER OPERATING EXP	54010162588776		1/15/2016	25.81
BOB ST264		SUPPLIES & OTHER OPERATING EXP	806ZUR 83801810		2/03/2016	8.07
BOB ST264		SUPPLIES & OTHER OPERATING EXP	806ZUR 83877050		1/29/2016	19.87
BOB ST264		SUPPLIES & OTHER OPERATING EXP	806ZUR 84212311		2/03/2016	49.50
BOB ST264		SUPPLIES & OTHER OPERATING EXP	FTD		1/28/2016	32.08
						234.56 *
TELEPHONE, INC.		EQUIPMENT	246,723		2/01/2016	49.99
TREASURER OF VIRGINIA		EQUIPMENT	1295672		1/29/2016	15.44
						65.43 *
						462.54
		TOTAL				462.54

DEPT # - 03300 *COMMUNITY CORRECTIONS: PRETRIAL*

COMMUNITY CORRECTIONS: PRETRIAL

MEMBER NAME	CHARGE YR	DESCRIPTION	NUMBER	INVOICE	DATE	AMOUNT
DEBRA K. CLEMENTS		TRAVEL & SUBSISTENCE			1/28/2016	87.60
DAVID LUDY		TRAVEL & SUBSISTENCE			2/02/2016	12.56
SHIRL A. HILSTEN		TRAVEL & SUBSISTENCE			1/28/2015	57.47
JERR BLANKS		TRAVEL & SUBSISTENCE			1/28/2016	4.58
						162.23 *
WALTER SMITH		SUPPLIES & OTHER OPERATING EXP	348-1035/1-16		1/13/2016	75.35
WALTER SMITH		SUPPLIES & OTHER OPERATING EXP	848-0921/1-16		1/13/2016	24.57
WALTER SMITH		SUPPLIES & OTHER OPERATING EXP	54010162588776		1/15/2016	25.80
BOB ST264		SUPPLIES & OTHER OPERATING EXP	806ZUR 83801810		2/03/2016	8.07
BOB ST264		SUPPLIES & OTHER OPERATING EXP	806ZUR 83877050		1/29/2016	19.87
BOB ST264		SUPPLIES & OTHER OPERATING EXP	806ZUR 84212311		2/03/2016	49.50
BOB ST264		SUPPLIES & OTHER OPERATING EXP	FTD		1/28/2016	32.08
						234.56 *
TELEPHONE, INC.		EQUIPMENT	246,723		2/01/2016	49.99
TREASURER OF VIRGINIA		EQUIPMENT	1295672		1/29/2016	15.44
						65.43 *
						462.52
		TOTAL				462.52
		FUND TOTAL				924.88
		TOTAL DUE				250,763.52

Approved

Signed Oliver Whittaker

Francis J. Dyson
Title

2/18/16
Date

2/16/2016

FROM DATE- 2/16/2016
TO DATE- 2/17/2016

ACCOUNTS PAYABLE CHECKS
COUNTY OF GREENSBURG

PAGE 1

TRF ID	DESCRIPTION	SS	PAY	AMT
001	GENERAL FUND EXPENDITURES			9244,509.10
017	REPUBLIC SERVICES			95,329.54
019	GOVERN. CORRECTIONS. ACT GRANT			8724.88
	TOTAL			250,763.52

Public Transportation Feasibility Study Emporia – Greenville – Sussex

*Final Report
February 2016*



Greenville County



Prepared for:
Virginia Department of Rail
and Public Transportation



Prepared by:
KFH Group
Bethesda, MD



Attachment L

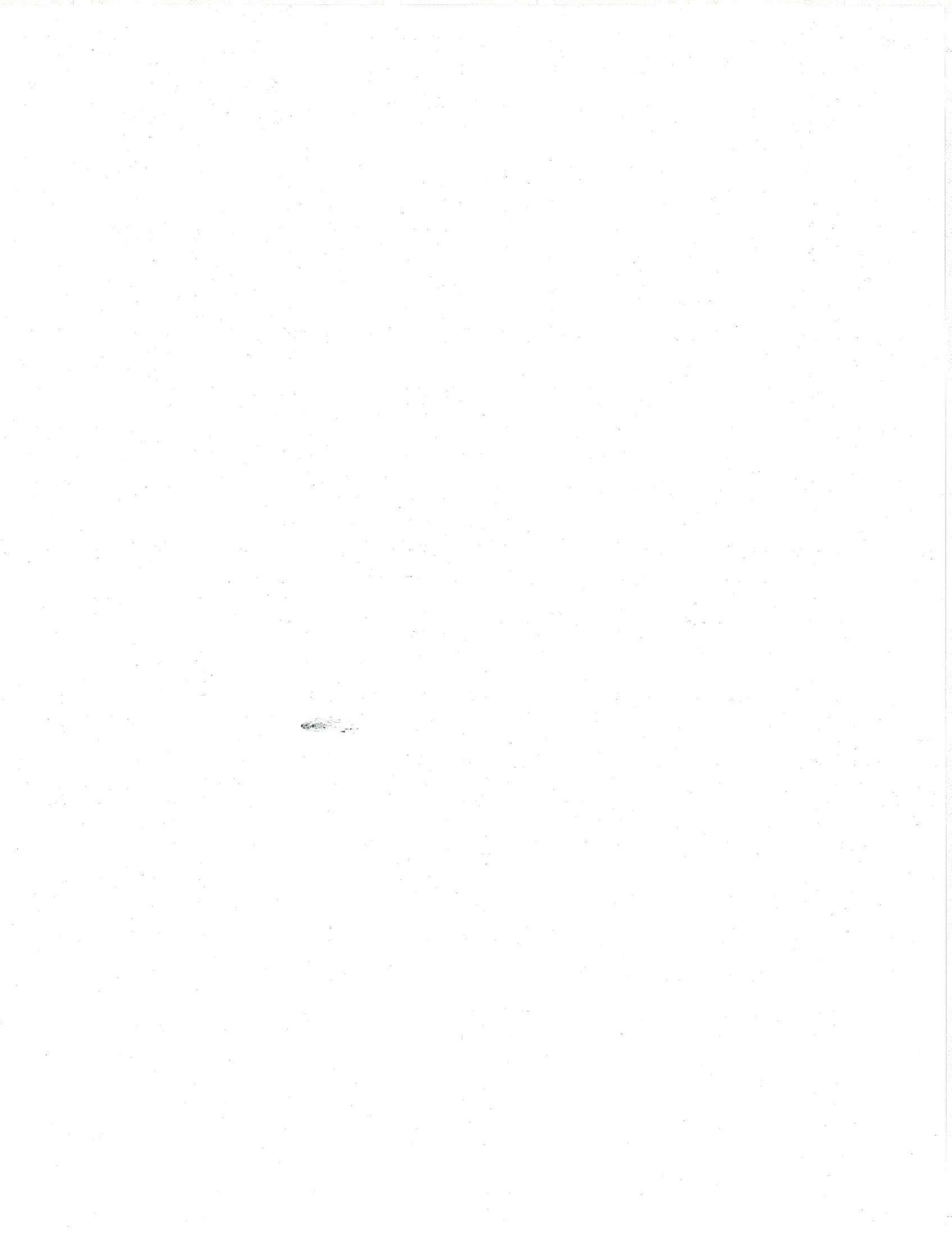


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Implementation	1-3
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Appendix A: Likely Transit Origins and Destinations

Appendix B: Vehicle Operator Job Description

Chapter 1: Introduction

INTRODUCTION

The Counties of Greenville and Sussex and the City of Emporia are located in Southern Virginia, adjacent to the I-95 corridor. The area is rural, with relatively low population densities. Public transportation is currently not provided in the region, though there are services provided in neighboring localities. Figure 1-1 provides a general map of the region.

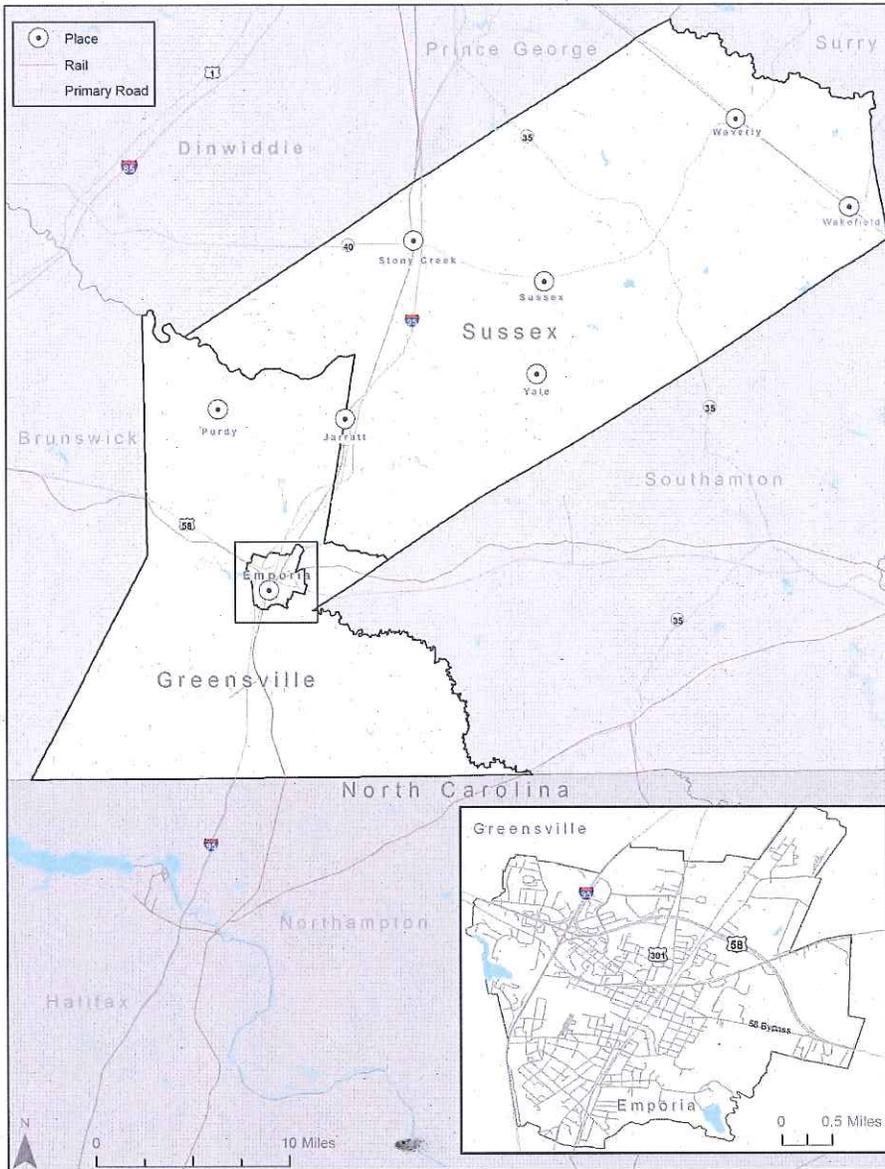
Recognizing that there may be a need for public transportation in the region, Greenville County and the City of Emporia partnered with the Virginia Department of Rail and Public Transportation (DRPT) to conduct a Public Transportation Feasibility Study (Study) to encompass the Counties of Greenville and Sussex, and the City of Emporia. A Public Transportation Management Team (Team) was formed to offer guidance in the development of a transit service plan to provide the localities with a plan to implement an efficient and effective "starter transit system" to connect residents with employment, education, healthcare, essential governmental services, shopping and recreation.

The following key stakeholder agencies/ jurisdictions were represented on the Team:

- The County of Greenville
- The City of Emporia
- The County of Sussex
- Southside Virginia Community College
- Department of Social Services
- Virginia Employment Commission
- Chamber of Commerce
- DRPT

These Team members have recognized through their work with citizens and customers that the lack of transportation is a barrier to access numerous essential services, as well as employment.

Figure 1-1: The Counties of Greenville and Sussex and the City of Emporia



STUDY PROCESS

On behalf of the Team, the County of Greenville requested consultant assistance to conduct the feasibility study to assist local decision-makers in identifying the issues, determining the level of need for transit, and recommending a transit plan. Through a procurement process, KFH Group was chosen to provide the technical assistance to conduct the study.

This report documents the study process that has resulted in the Greenville Emporia Transit Service Plan. The planning process indicated that there is a need for public transportation in the region, and Greenville County is willing to provide oversight and guidance for the implementation of public transportation in the local region.

The Greenville Emporia Transit Service Plan examined existing and future land use patterns, population densities, and trip generators that typically support public transportation services. Local stakeholders were contacted to solicit qualitative information concerning the need for transit in the region. A public meeting was held to discuss the plan.

An inventory of existing transportation services in the region was developed and examples from peer transit programs were documented. Based on the data and information collected for the needs analysis and inventory, a series of service alternatives were developed. These alternatives were presented to the Team in December, 2015. Two primary organizational alternatives were also developed. Greenville County, with guidance from the Team, has chosen to move forward with the implementation of the Greenville Emporia Transit Circulator alternative and is in the process of seeking grant funding for implementation.

IMPLEMENTATION

Greenville County will use this plan as a basis to apply for funding assistance through the Virginia Department of Rail and Public Transportation to implement the Greenville Emporia Transit Circulator. The grant application is due to DRPT in early February, 2016. If the county is awarded funding, service can be implemented sometime during FY17, depending upon the logistics involved with implementation activities.

If awarded funding, Greenville County, on behalf of the county and the City of Emporia, plans to issue a request for proposals (RFP) to solicit service proposals for the operation of the Circulator. Once the proposals are received and evaluated by the Team, a decision will be made whether the service will be operated by a private company/organization, or by Greenville County using county staff. The RFP evaluation criteria will include cost parameters as well as service quality parameters.

Under either scenario the county will serve as the grant recipient, will own the vehicles, and will need to provide some level of compliance oversight – either over a contractor or over a county-run operation.

The Team will continue to meet on a periodic basis to provide feedback concerning the new transit service. It is envisioned that the Team will transition into a Transit Advisory Committee, continuing to providing input as transit services are implemented in the region.

PLAN ORGANIZATION

This plan fully documents the data collection, analysis, and decision-making activities that have occurred throughout the study process. Implementation activities are also discussed in Chapter 5. The plan is organized into the following five chapters:

- Chapter 1: Introduction
- Chapter 2: Transit Needs Analysis
- Chapter 3: Transportation Services in the Region
- Chapter 4: Service and Organizational Alternatives
- Chapter 5: Recommended Transit Service Plan

Chapter 2: Transit Needs in the Region

INTRODUCTION

This chapter documents the need for public transportation in the Counties of Greenville and Sussex and the City of Emporia by studying demographic and land use data, reviewing previous plans and studies, and reaching out to local community stakeholders. Data ranging from major trip generators to underserved and unserved population subgroups are documented and analyzed. Data sources included the 2010 Census and American Community Survey (ACS) 2008-2012 5-year estimates, supplemented by Internet research and stakeholder guidance regarding important transit origins and destinations.

POPULATION PROFILE

This section provides a general population profile for the Counties of Greenville and Sussex, and for the City of Emporia. It identifies and evaluates underserved population subgroups and reviews the demographic characteristics pertinent to a Title VI analysis.

As of the 2010 Census, Greenville County's population was 12,243, Sussex County's was 12,087, and Emporia's population was 5,927 (Table 2-1). This represents an increase from both 1990 and 2000 for the region, though growth during the last decade has been significantly slower and Sussex County lost population between 2000 and 2010. The Greenville County population count includes 3,000 inmates that are being held at the Greenville County Correctional Center and the population of Sussex County includes 2,000 inmates that are being held at Sussex 1 and Sussex 2 in Waverly.

Table 2-1: Historical Populations for Study Area

Place	1990 Pop.	2000 Pop.	2010 Pop.	1990-2000 % Change	2000-2010 % Change	1990-2010 % Change
Greenville County	8,853	11,560	12,243	30.6%	5.9%	36.3%
Sussex County	10,248	12,507	12,087	22%	-3.4%	17.9%
City of Emporia	5,306	5,665	5,927	6.8%	4.6%	11.7%

Source: U.S. Census, American Factfinder

Projections developed by the Weldon Cooper Center for Public Service, shown in Table 2-2, estimate that Greenville County's population will increase slowly, with a 3.5% increase in

population expected between 2010 and 2040. During this time frame, the population of Sussex County is expected to grow slowly, and Emporia's population is expected to increase at a more moderate rate (17.4%). The population of different age groups is expected to change over the course of the projections. In Greenville County, the senior population (65+) is expected to increase more than any other age group (0-19 and 20-64). In Sussex County the same trend is expected with the senior population steadily increasing. In Emporia, the senior population is projected to increase overall, but will experience a slight decrease, between 2030-2040.

Table 2-2: Future Population Projections for the Study Area

Place	2020 Pop. Projection		2030 Pop. Projection		2040 Pop. Projection	
Greenville	12,473		12,589		12,672	
0-19 years	2,030	16.3%	1,953	15.5%	1,817	14.3%
20-64 years	8,660	69.4%	8,557	68%	8,639	68.2%
65+ years	1,783	14.3%	2,079	16.5%	2,216	17.5%
Sussex	12,121		12,249		12,386	
0-19 years	2,072	17.1%	2,068	16.9%	1,950	15.8%
20-64 years	8,042	66.3%	7,829	63.9%	7,988	64.4%
65+ years	2,006	16.6%	2,352	19.2%	2,448	19.8%
Emporia	6,490		7,075		7,622	
0-19 years	1,861	28.7%	1,980	28%	2,158	28.3%
20-64 years	3,475	53.5%	3,681	52%	4,001	52.5%
65+ years	1,154	17.8%	7,075	20%	1,463	19.2%

Source: Published on November 13, 2012 by the Weldon Cooper Center for Public Service, Demographics & Workforce Group, www.coopercenter.org/demographics/

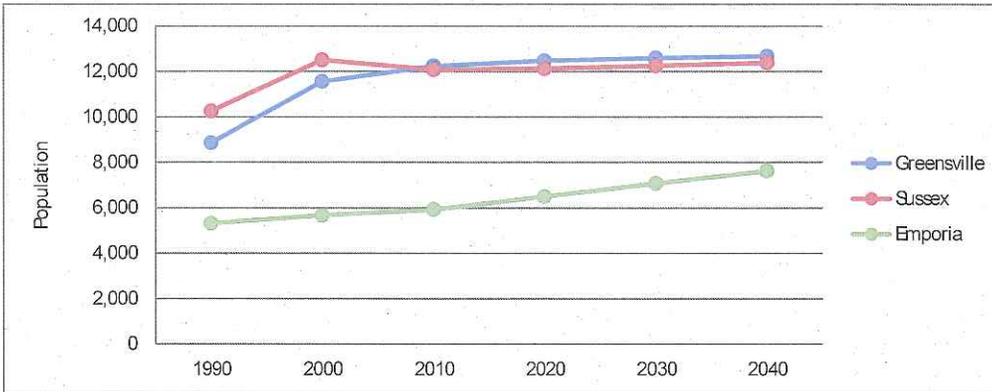
Figure 2-1 provides a visualization of population growth from historical and projected population numbers for the Counties of Greenville and Sussex, and the City of Emporia. If currently estimated 2040 population projections are correct, the populations of Greenville and Sussex Counties will grow at a much slower rate than the population of Emporia.

Population Density

Population density is typically a good indicator of the types of public transit services that are feasible within a geographic area. While exceptions exist, an area with a density of 2,000 persons per square mile will generally be able to sustain frequent, daily fixed route transit service.

Conversely, an area with a population density below this threshold but above 1,000 persons per square mile may be better suited for deviated fixed route, while areas with populations of fewer than 1,000 persons per square mile are typically best suited for demand response services.

Figure 2-1: Counties of Greenville, Sussex, and the City of Emporia – Historic and Projected Population Trends



Source: Published on November 13, 2012 by the Weldon Cooper Center for Public Service, Demographics & Workforce Group, www.coopercenter.org/demographics/

Figure 2-2 portrays the population density of the study area at the census block group level. The census block groups with the highest population density (greater than 1,500 persons per square mile) are predominantly located in Emporia. Generally Greenville and Sussex Counties exhibit relatively low population density.

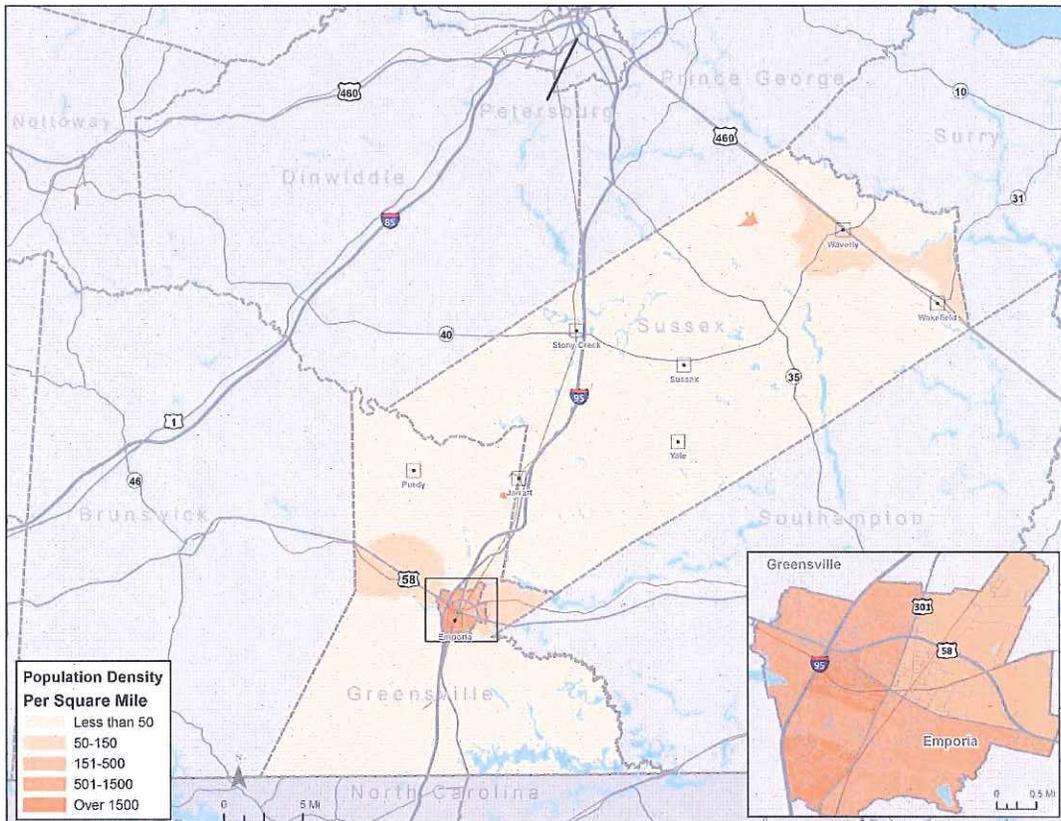
Transit Dependent Populations

A major component in determining public transportation needs is to identify the relative size and location of segments of the general population that are more likely to be dependent on public transit services. Transit dependent populations include individuals who may not have access to a personal vehicle or are unable to drive themselves due to age or disability. Determining the location of these populations assists in the prioritization of where transit services may be the most used.

The Transit Dependence Index (TDI) is an aggregate measure displaying relative concentrations of transit dependent populations. Five factors influence the TDI calculation; including population density, autoless households, elderly populations (age 65 and over), youth populations (ages 10-17), and below poverty populations.

In addition to population density, the factors above represent specific socioeconomic characteristics of residents within the study area. For each factor, individual block groups were classified according to the prevalence of the vulnerable population relative to the county average. The factors were then put into the TDI equation to determine the relative transit dependence of each block group.

Figure 2-2: Counties of Greenville, Sussex, and the City of Emporia - 2010 Census Population Density



Source: 2010 Census

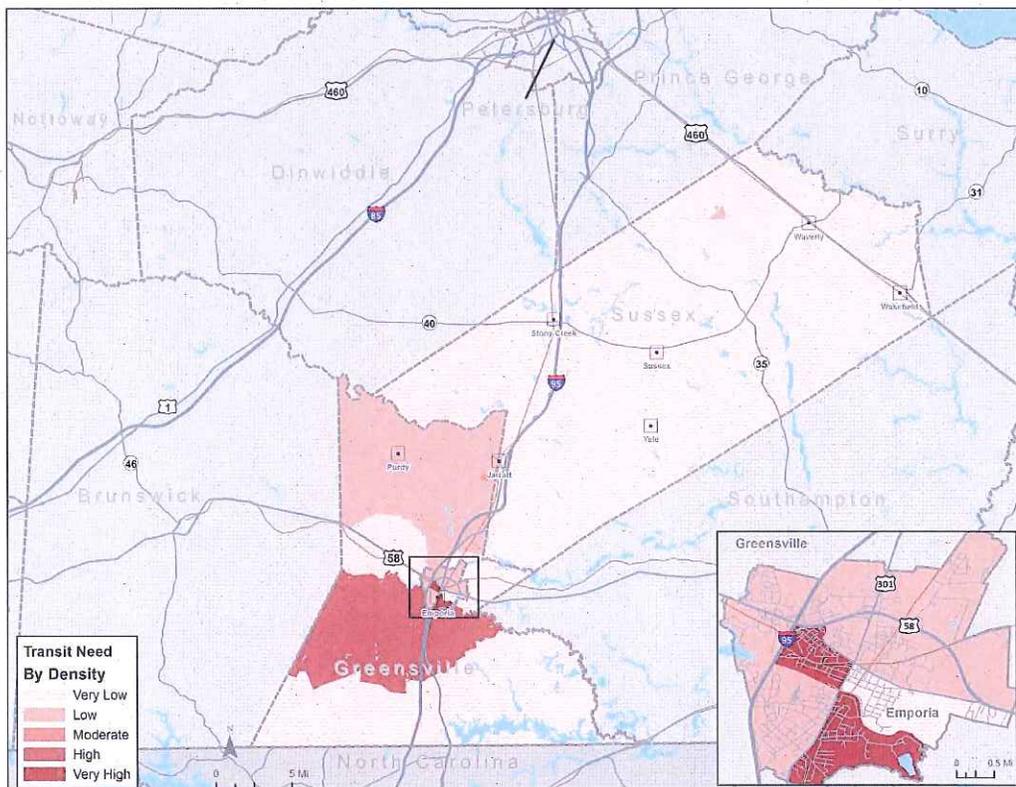
The relative classification system utilizes averages in ranking populations. For example, areas with less than the average transit dependent population fall into the “very low” classification, where areas that are more than twice the average will be classified as “Very High.” The classifications “Low, Moderate, and High” all fall between the average and twice the average; these classifications are divided into thirds.

Figure 2-3 displays the TDI rankings for the study area. This analysis shows that the City of Emporia contains block groups with very high transit need relative to the study area.

The Transit Dependence Index Percent (TDIP) provides a complementary analysis to the TDI measure. It is similar to the TDI measure with the exception that it excludes the population density factor. The TDIP for each block group in the study area was calculated based on autoless households, elderly populations, youth populations, and below poverty populations.

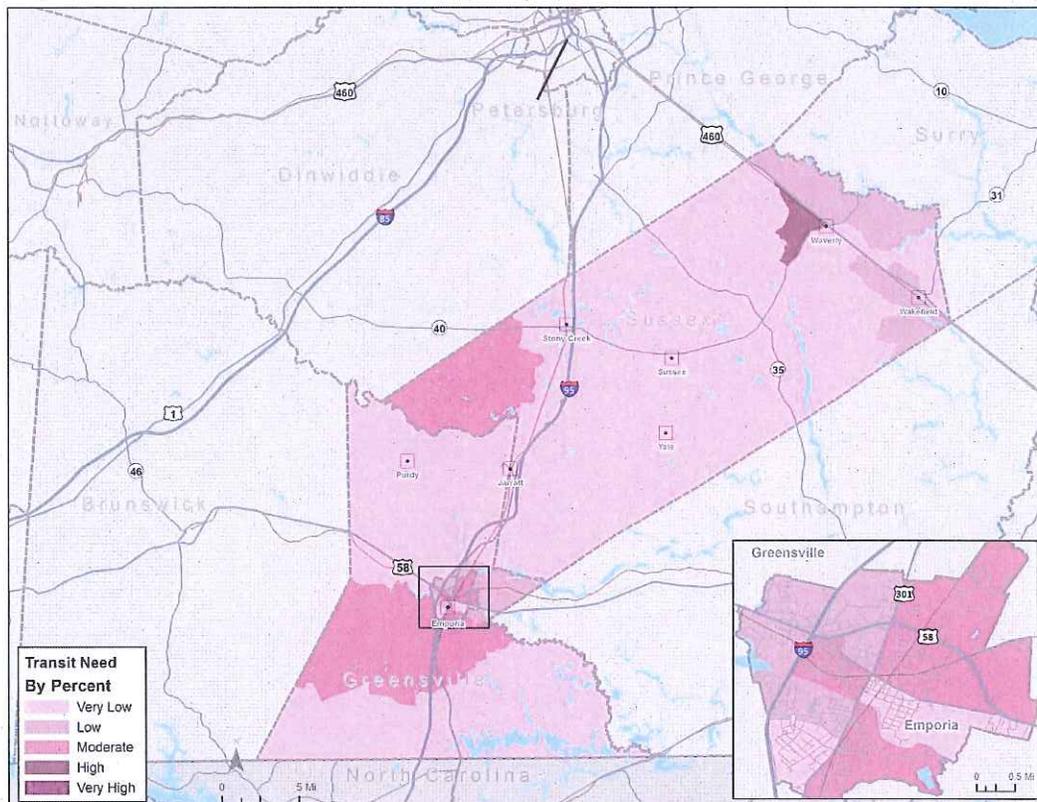
By removing population density, the TDIP measures the degree rather than the amount of vulnerability. The TDIP represents the percentage of the population within the block groups that display the above socioeconomic characteristics; it also follows the TDI’s five-tiered categorization of very low to very high. However, it differs in that it does not highlight the block groups that are likely to have higher concentrations of vulnerable populations only because of their population density. As shown in Figure 2-4, the block group in the Waverly area of Sussex County has a high transit need according to the TDIP measure.

Figure 2-3: Counties of Greenville, Sussex, and the City of Emporia - Transit Dependence Index



Source: 2010 Census

Figure 2-4: Counties of Greenville, Sussex, and the City of Emporia - Transit Dependence Index Percentage

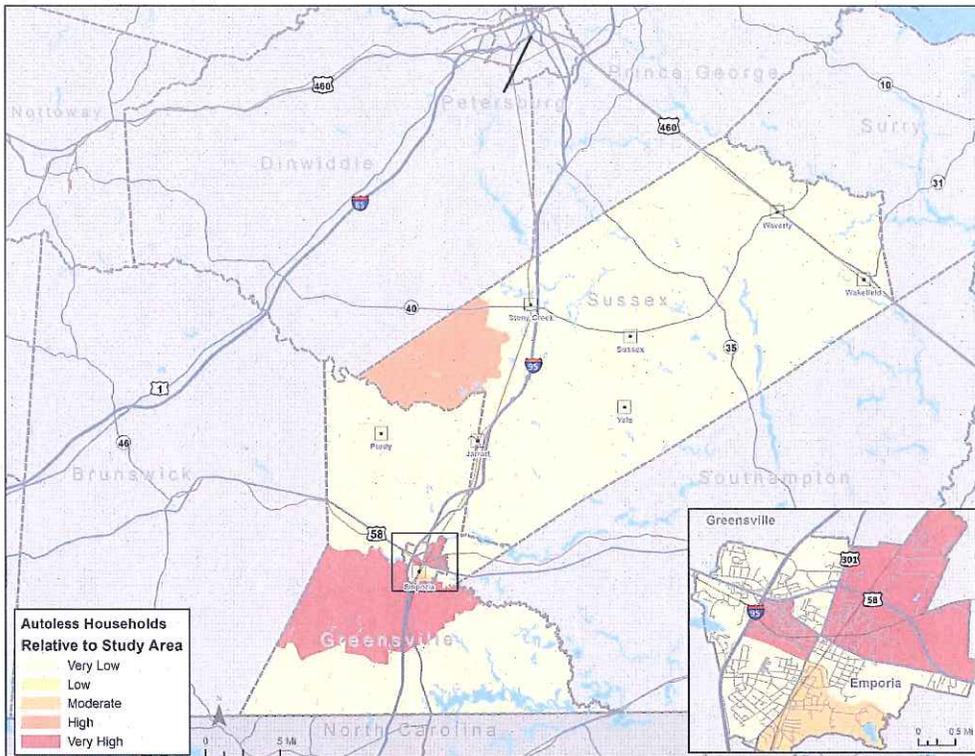


Source: 2010 Census

Autoless Households

Households without access to a personal vehicle are more likely to depend on the mobility offered by public transportation than households that have at least one personal vehicle. Although autoless households are reflected in both the TDI and TDIP measures, displaying this segment of the population separately is important since most land uses in the study area are located too far from one another for non-motorized travel. Figure 2-5 displays the relative number of autoless households in the region. The greatest numbers of autoless households occur in the City of Emporia and the portion of Greenville County that is to the south of the City of Emporia.

Figure 2-5: Counties of Greenville, Sussex, and the City of Emporia – Classification of Autoless Households

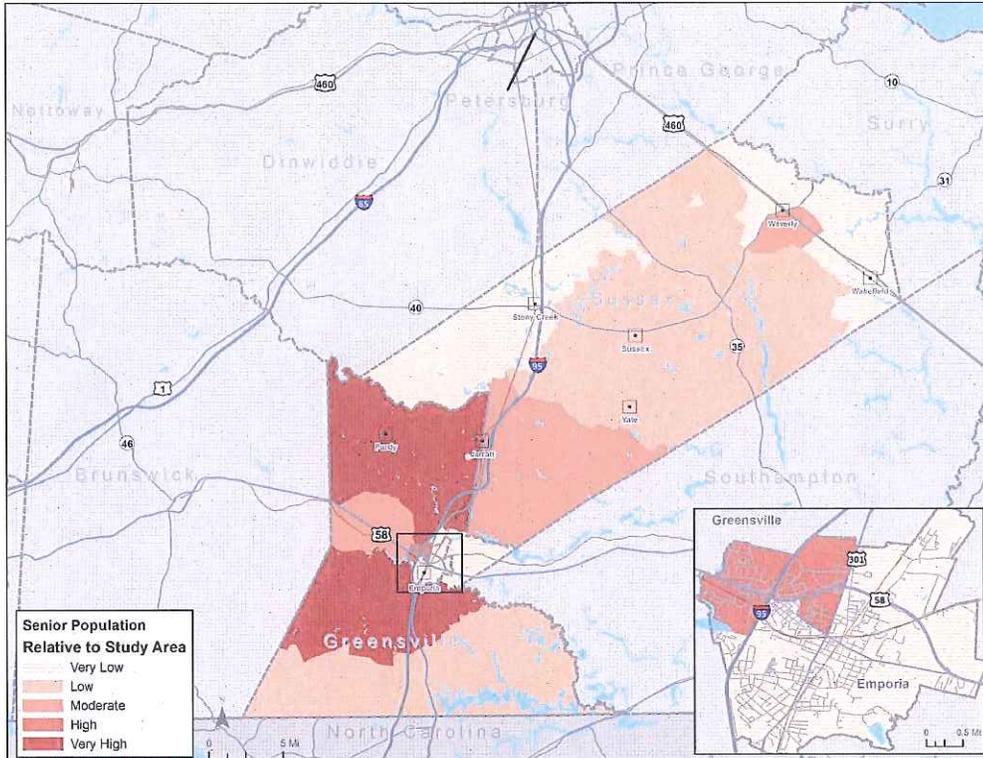


Source: 2010 Census

Senior Adult Population

A second group analyzed by the TDI and TDIP indices is the senior population. Individuals 65 years and older may begin to decrease their use of personal vehicles as they age, leading to greater reliance on public transportation compared to those in other age groups. Figure 2-6 displays the relative concentration of seniors in the counties of Greenville and Sussex, and the City of Emporia. The highest concentrations of the senior population within the study area are in northern Greenville County, west of I-95, and in central Greenville County, south of Emporia.

Figure 2-6: Counties of Greenville, Sussex, and the City of Emporia - Classification of Senior Adults

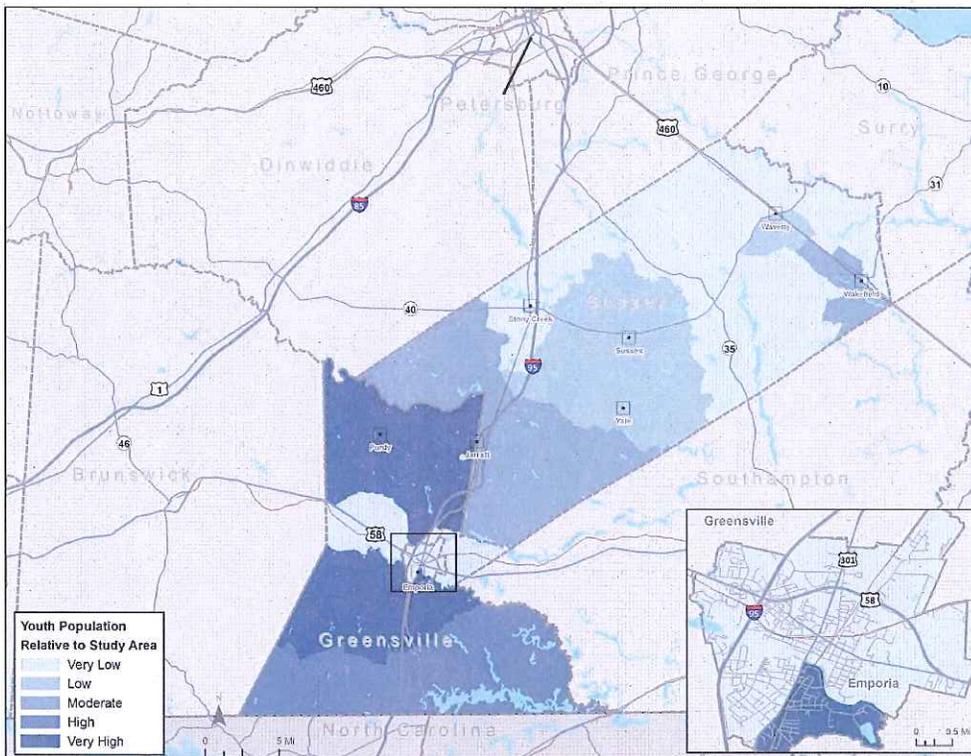


Source: 2010 Census

Youth Population

Youths and teenagers, ages 10 to 17 years, who cannot drive or are just beginning to drive but may not have an automobile available, appreciate the mobility offered through public transportation. According to the 2013 American Community Survey, approximately 8% of the population of Greenville and Sussex Counties are 10 to 17 years old and approximately 9% of the population of Emporia is 10 to 17 years old. Areas with a “very high” classification of youth include the southeastern section of Emporia, and the immediate block groups to the north and south of Emporia in Greenville County. Figure 2-7 illustrates the areas with high concentrations of youth populations.

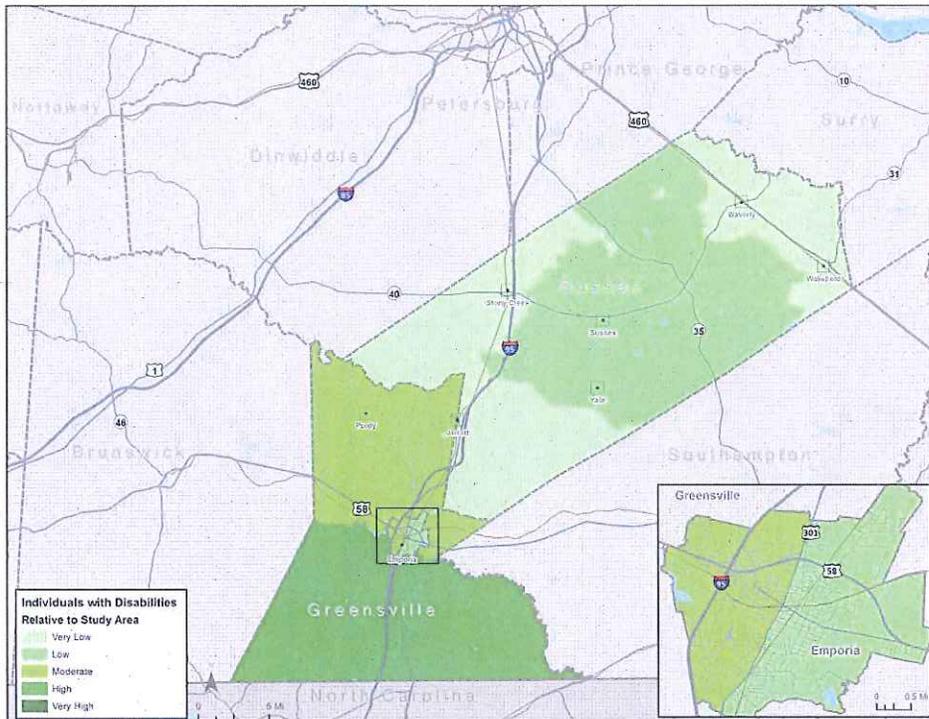
Figure 2-7: Counties of Greenville, Sussex, and the City of Emporia - Classification of Youths



Individuals with Disabilities

Due to changes in Census and American Community Survey reporting, the 2008-2012 ACS provides the most recent data available to analyze the prevalence and geographic distribution of individuals with disabilities. Unlike the factors above, the data are only available at the tract level, not the block group. Though it cannot show finer trends, this information is still important to consider. Those with disabilities may be unable to operate a personal vehicle and consequently are more likely to rely on public transportation. Shown in Figure 2-8, the southern portion of Greenville County has the highest number of individuals with disabilities.

Figure 2-8: Counties of Greenville, Sussex, and the City of Emporia - Classification of Individuals with Disabilities



Source: American Community Survey (ACS), 2008-2012

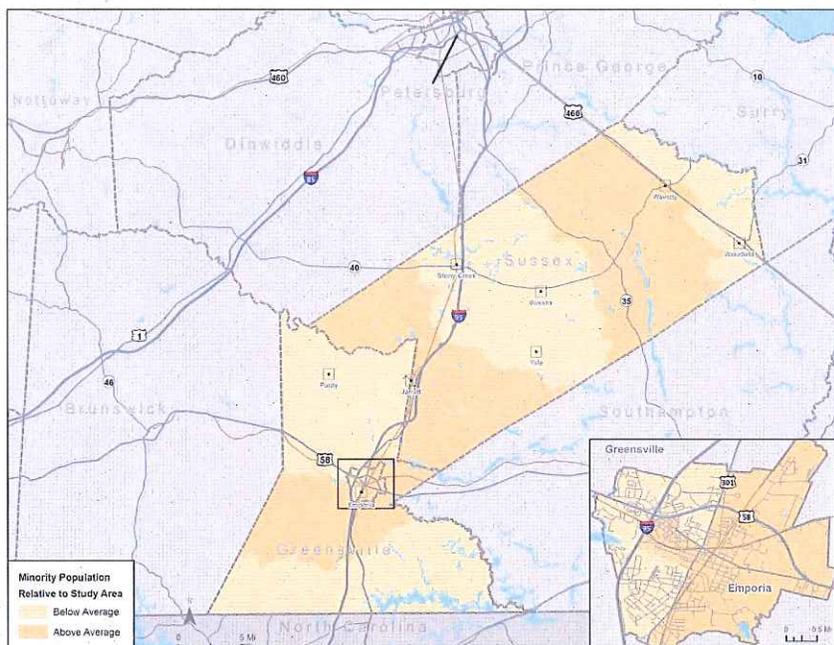
Title VI Demographic Analysis

As part of the Civil Rights Act of 1964, Title VI prohibits discrimination on the basis of race, color or national origin in programs and activities receiving federal subsidies. This includes agencies providing federally funded public transportation. The following section examines the minority and below poverty populations of the study area. It then summarizes the prevalence of residents with Limited-English Proficiency (LEP).

Minority Population

It is important to ensure that areas with an above average percentage of racial and/or ethnic minorities are not negatively impacted by any proposed alterations to existing public transportation services. The study area average for the service area is 59.9%. Figure 2-9 depicts the block groups in the Counties of Greenville and Sussex and the City of Emporia and is shaded according to their minority populations above and below this average.

Figure 2-9: Minority Populations in the Study Area - Above and Below the Study Area Average Percentage

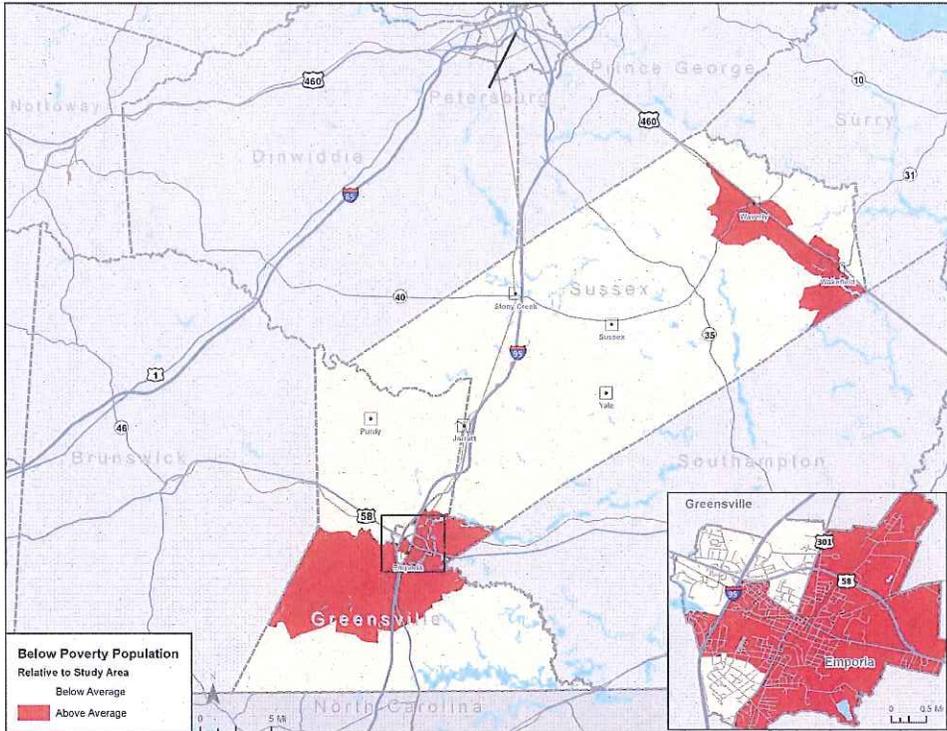


Source: 2010 Census

Low-Income Population

The second socioeconomic group included in the Title VI analysis represents those individuals who live in households that earn less than the federal poverty level. These individuals face financial hardships that may make the ownership and maintenance of a personal vehicle difficult. In such cases, they may be more likely to depend on public transportation. The study area average for people living in households below the federal poverty level is 18.5%. Figure 2-10 depicts the Census block groups in the region shaded according to whether the block group's poverty rate is above or below this average.

Figure 2-10: Individuals Experiencing Poverty in the Study Area - Above and Below the Study Area Average Percentage



Source: 2010 Census

Limited-English Proficiency

In addition to providing public transportation for a diversity of socioeconomic groups, it is also important to serve and disseminate information to those of different linguistic backgrounds. As shown in Table 2-3, residents in the study area predominately speak English. Spanish is the next most prevalent language. Of those households in the study area where a non-English language is spoken, most are also able to speak English "very well" or "well."

Table 2-3: Limited English Proficiency for the Counties of Greenville, Sussex, and the City of Emporia

Place of Residence	Greenville		Sussex		Emporia	
Population Five Years and Older	11,522		11,487		5,355	
Language Spoken at Home	#	%	#	%	#	%
English	11,166	97%	11,202	98%	5,166	96.5%
Non-English	356	3%	285	2.5%	189	3.5%
Spanish	194	1.7%	186	1.6%	98	1.8%
Other Indo-European Languages	92	.8%	68	.6%	7	.1%
Asian/Pacific Island Languages	50	.4%	10	.09%	61	1.1%
Other languages	20	.2%	21	.2%	23	.4%
Ability to Speak English	#	%	#	%		
"Very Well" or "Well"	304	85.4%	223	78.2%	146	77.2%
"Not Well" or "Not at All"	52	14.6%	62	21.8%	43	22.8%

Source: American Community Survey, Five-Year Estimates (2009-2013), Table B16004.

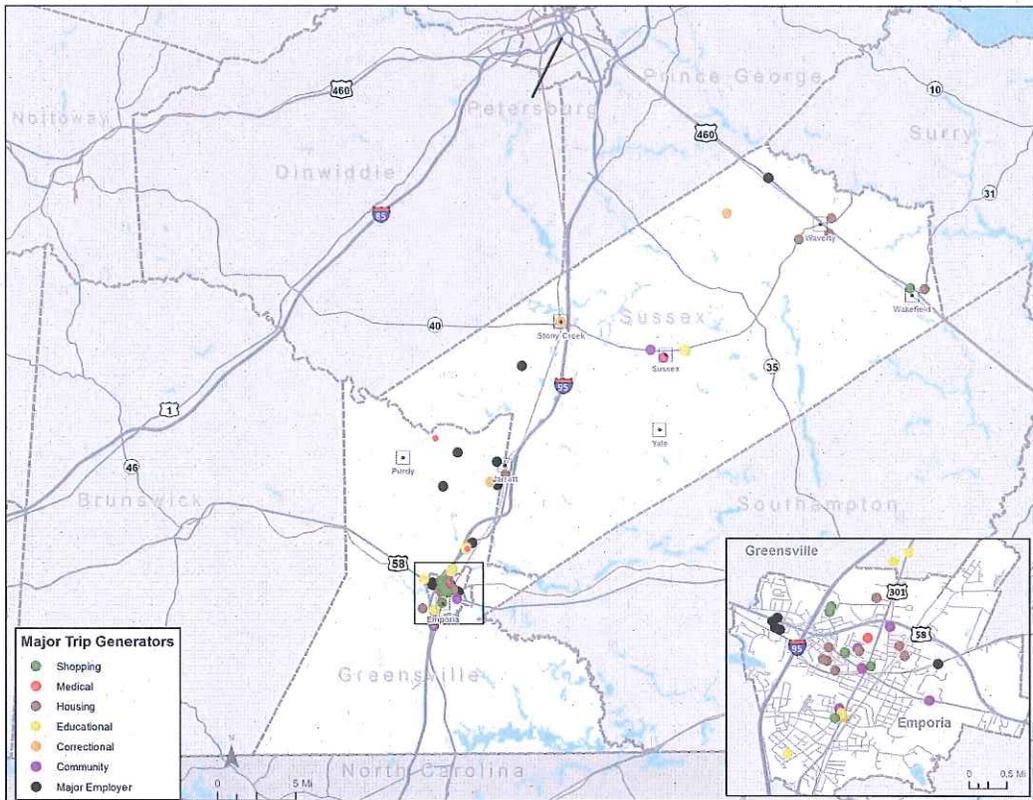
LAND USE PROFILE

Major Trip Generators

Identifying land uses and major trip generators in Greenville and Sussex Counties and the City of Emporia complements the above demographic analysis by indicating where transit services may be most needed. Trip generators that attract transit demand include common origins and destinations, like multi-unit housing, major employers, medical facilities, educational facilities, human service and governmental offices, and shopping centers. A list of the locations identified to date is provided in Appendix A.

As shown in Figure 2-11, many trip generators in the study area are located in or near Emporia. The county seat of Sussex County, with its associated governmental services, is in Sussex,

Figure 2-11: Major Trip Generators in the Study Area



Source: KFH Group research

which requires travel from the Waverly and Wakefield areas that have been identified as having relatively higher rates of poverty than other areas of the County.

Employment Travel Patterns

In addition to considering the locations of the region's major employers, it is also important to take into account the commuting patterns of residents working inside and outside of the region. According to ACS five-year estimates, the majority of area workers drive alone to work, followed by carpooling. Data from all three jurisdictions indicates that 50% or more of area residents work outside their home county. This includes cross-commuting within the study area. These patterns are shown in Table 2-4.

Table 2-4: Journey to Work Patterns for Greenville and Sussex Counties and the City of Emporia

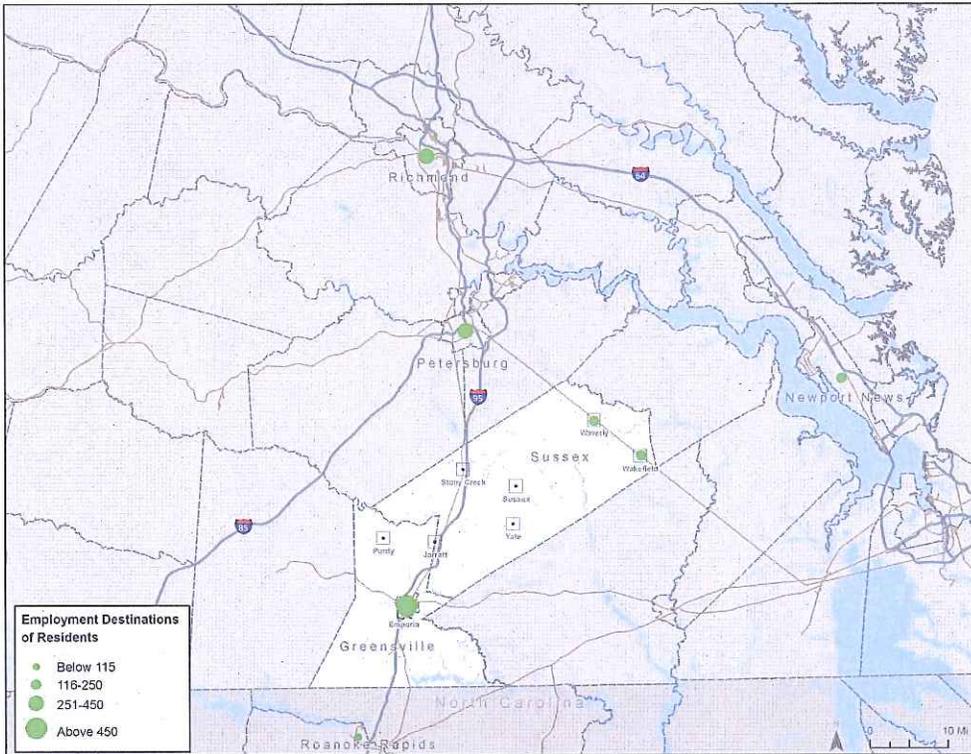
Place of Residence	Greenville		Sussex		Emporia	
Workers 16 Years and Older	3,458		3,538		2,149	
Location of Employment	#	%	#	%	#	%
In State of Residence	3,196	92%	3,475	98%	2,068	96%
In County of Residence	1,452	42%	1,662	47%	879	41%
Outside County of Residence	1,744	50%	1,813	51%	1,189	55%
Outside State of Residence	262	7.5%	63	1.8%	81	3.7%
Means of Transportation to Work	#	%	#	%	#	%
Car, Truck, or Van – drove alone	2879	83%	2840	80%	1541	72%
Car, Truck, or Van - carpoled	395	11%	447	12.6%	317	14.7%
Public Transportation	0	0%	37	1%	0	0%
Walked	13	.4%	2	.05%	152	7%
Taxicab, motorcycle, bicycle, other	74	2.1%	19	.5%	66	3%
Worked at Home	97	2.8%	171	4.8%	73	3.4%

Source: ACS, Five-Year Estimates (2008-2012), Table B08130

Another source of data that provides an understanding of employee travel patterns is the Census Bureau's Longitudinal Employer-Household Dynamics (LEHD) dataset. Figures 2-12 and 2-13 illustrate the commuting patterns for workers and residents in the study area. As of 2013, the top five employment destinations for residents within the study area are Emporia, Petersburg, Richmond, Waverly and Newport News. The top places where people reside that

are employed within the study area are Emporia, Petersburg, Waverly, Roanoke Rapids (NC) and Wakefield.¹

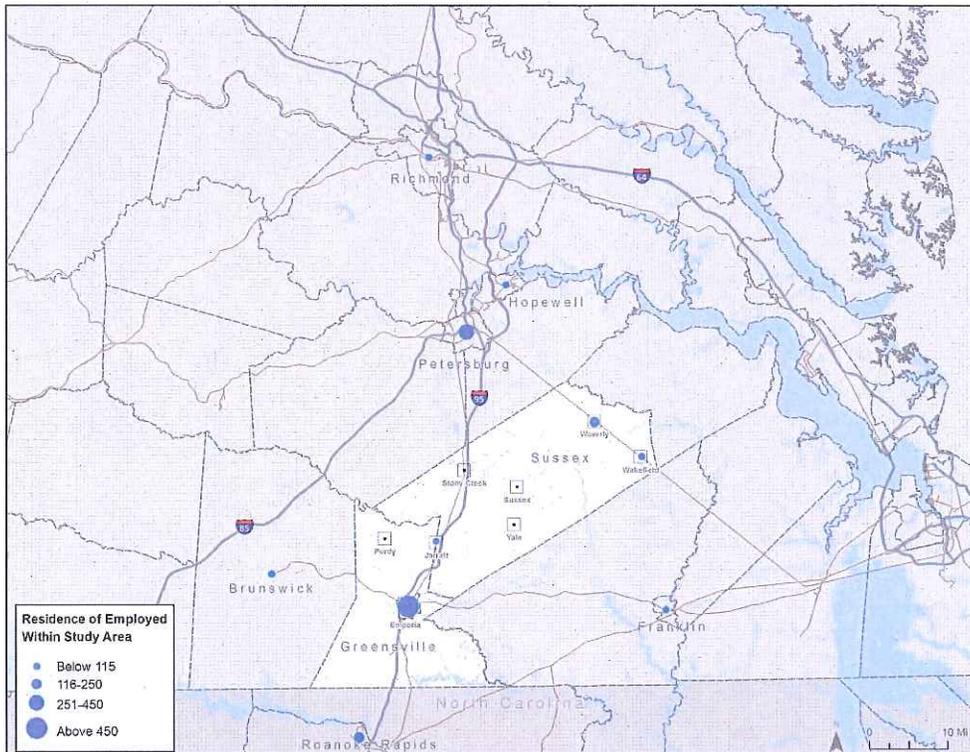
Figure 2-12: Employment Destinations of Study Area Residents



Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics (LEHD) dataset

¹ Census Bureau, on the Map Application and LEHD Origin-Destination Employment Statistics, 2002-2011.

Figure 2-13: Residence of Workers Employed Within Study Area



Source: U.S. Census Bureau, Longitudinal Employer-Household Dynamics (LEHD) dataset

Summary of Demographic Needs

When combining the demographic, land-use and commuter trends contained within this section the following needs and themes emerge:

- Greenville County has seen the highest population increase from 1990-2010 within the study area. As a whole, the population within the study area is projected to increase slightly over the next 30 years. Emporia is expected to see much of the projected population increase. The senior population (age 65 and older) is expected to grow consistently in the Counties of Greenville and Sussex. Emporia will see a fluctuation in senior population; an increase by 2020 followed by a slight decrease in senior population and then a slight increase.

- According to the TDI, Emporia and parts of Greenville County were identified in the demographic analysis as areas with potential for future transit service based on high need according to density. These areas are consistent with relatively high numbers of autoless households, individuals living below the poverty level and other characteristics of transit dependent populations.
- The Limited-English Proficiency analysis for the study area revealed that English is the most spoken language in the study area. Spanish is the second most prevalent language spoken, however it does not meet the Safe Harbor LEP threshold of 5% or 1,000 individuals (whichever is less).
- The journey to work data collected by the Census Bureau postulates that the majority of residents in the study area work outside their county of residence. Greenville County has the highest percentage of residents that work out of state at 7.5%.

REVIEW OF RELEVANT PLANS AND STUDIES

Emporia Comprehensive Plan, 2015-2035

Emporia's Comprehensive Plan includes goals, objectives and implementation strategies for the following broad planning areas: land use; community facilities; transportation; housing and neighborhoods; and economic development. The overall transportation goal highlighted in the plan is:

"Provide for a system of streets, sidewalks, parking areas, traffic controls, and other related facilities which will provide for safe, convenient, and reliable movement of people and goods."

While many of the specific projects that are listed in the transportation section of the plan are those related to the road and highway network, one of the three specific transportation objectives listed is "promote the creation of a city-wide or regional public transportation system, if adequate demand exists and is deemed economically feasible."

The plan indicates that future development will most likely occur along the US 58 Bypass Corridor, including areas identified for industrial and regional commercial uses. Preservation of the city's natural resources, specifically the land surrounding the Meherrin River, is discussed as a priority. Preserving the historic character of the city and working to improve the city's housing stock are also important priorities.

Greenville County Comprehensive Plan, 2013-2018

The Greenville County Comprehensive Plan does not include a specific goal with regard to public transportation, but does include an "Issues" section that specifically notes that there is a

lack of public transportation to meet the needs of low-to-moderate income families. A strategy listed concerning the issue is "Establish a transportation plan to address how transportation can be provided to low-to-moderate income families."

In terms of directing growth in the county, stated goals in the plan emphasize the encouragement of infill development for both residential and commercial/industrial development. The Transportation Plan section includes a vision of "a multi-modal transportation system as a means to encourage environmental sustainability, economic development and equity in transportation access." There is language throughout the plan that supports the development of pedestrian and bicycling facilities in the designated growth areas of the county (near Emporia), as well as in rural subdivisions, across bridges, and in the Town of Jarratt.

Sussex County Comprehensive Plan

The Sussex County Comprehensive Plan was adopted in October 2005, and is currently being updated. The plan that is currently in place includes a small section on public transportation. This section mentions that the special transportation needs of elderly and disabled citizens are met through the Crater District Agency on Aging. Intercity bus service is mentioned, with references to Petersburg and Emporia.

The vision statement for the county illustrates that it seeks to maintain its rural character and natural beauty by protecting its forest resources, agricultural lands, and natural environmental systems. To accomplish this vision, the county plans to concentrate commercial and industrial development along U.S. 460 and the I-95/U.S. 301 corridor and in other areas where adequate infrastructure exists to support such development.

Crater Planning District Commission (PDC19) Coordinated Human Service Mobility Plan

The Coordinated Human Service Mobility Plan (CHSM) for the region was developed in 2008 and updated in 2013. The purposes of the 2013 planning process were to:

- Provide a forum to gain consensus on the transportation priorities in the region and facilitate input from seniors, individuals with disabilities, public, private, and non-profit transportation and human services providers.
- Take into account previous transportation planning efforts.
- Foster local partnerships and provide an opportunity for the development of new ones.

- Identify examples of projects and programs initiated since issuance of the 2008 plans that demonstrate human service transportation enhancements and coordination efforts, i.e., mobility management efforts and new services.
- Continue an ongoing structure to support coordination efforts or help establish new coordination structures.
- Serve as a tool for educating local decision makers, elected officials and other stakeholders on unmet transportation needs in the region.

The planning process drove the development of an updated CHSM Plan to meet the federal coordinated transportation planning requirements and facilitate access to critical FTA monies.

The following ten strategies were considered priorities within the 2013 CHSM Plan:

1. Continue to support and maintain the capital needs of coordinated human service/ public transportation providers.
2. Expand availability of demand response and specialized transportation services to provide additional trips for older adults, people with disabilities, veterans, and people with lower incomes.
3. Build coordination and connectivity among existing public transportation and human service transportation providers.
4. Expand outreach and information on available transportation options in the region, including the establishment of a centralized point of access.
5. Implement new public transportation services or operate existing public transit services on more frequent basis.
6. Establish or expand programs that train customers, human service agency staff and medical facility personnel in the use and availability of transportation services.
7. Provide flexible transportation options and more specialized or one-to one services through expanded use of volunteers.
8. Provide targeted shuttle services to access employment opportunities.
9. Expand access to taxi services and other private transportation operators.
10. Bring new funding partners to public transit/human service transportation.

STAKEHOLDER INPUT

A number of community stakeholders have provided input concerning transit needs in the region through their participation on the Public Transportation Management Team. The study team has reached out to additional community stakeholders to further define the qualitative needs for public transportation in the region. The input gathered to date is summarized in this section.

General Mobility Challenges in the Study Area

- The study area has a relatively high poverty rate.
- Area residents who are seeking employment have many challenges, including limited job skills, limited access to transportation and limited access to childcare. Public transportation options are needed to improve access to education, job training, childcare and employment locations.
- There is generally a lack of infrastructure for pedestrians (missing sidewalks, difficult roadway crossings, lack of crosswalks). Committee members indicated that they see many people walking, often without adequate pedestrian infrastructure.
- There are areas within the region with job availability, but people without personal transportation cannot access these locations. Some examples included the Boars Head facility (Jarratt area) and Greenville County Industrial Park.
- There are at least two taxicab companies in the region, but the taxi fares are not affordable for people with low incomes. A typical fare from the housing areas in Emporia to Walmart and back is \$12.

Transit Needs in the Emporia Area

- The following areas were mentioned as having relatively large numbers of residents who may not have reliable personal transportation:
 - East Atlantic Avenue
 - Washington Park
 - Brookridge Apartments
 - Halifax St./Baker St. area
 - Trinity Woods Apartments

- Common important destinations in the Emporia area include:
 - The retail areas along both US58 and Business US58, including Walmart.
 - The Southside Virginia Regional Medical Center (Emporia)(on US301) and the associated medical offices that are accessed from West Atlantic Avenue.
 - The Emporia Shopping Center (Main Street/ US301).
 - The Greensville County complex that includes the county administrative offices, the Southside Virginia Education Center (Figure 2-14), the Virginia Employment Commission, the Southside Regional Jail, the Community Services Board, and Community Corrections.

Figure 2-14: Southside Virginia Education Center



Transit Needs in Sussex County

- High need housing locations in Sussex County include Waverly Village Apartments and Birch Island Apartments. There are also high need areas in Wakefield and Jarratt (Jarratt Village Apartments).
- The county seat, which is the location of the offices for several important governmental services, is located in Sussex and there are concentrations of potentially transportation-dependent people in Waverly and Wakefield. It is difficult and expensive for some people to get between Waverly and Sussex (about 14 miles) and between Wakefield and Sussex (about 20 miles).
 - There are no grocery stores in Waverly
 - There is a community health center in Waverly
- There is an observed need for senior citizens and people with disabilities to travel from Jarratt to Petersburg for medical appointments.
- Pedestrian infrastructure needs to be improved in several communities.
- There is no formal transportation program for the Senior Citizens program that operates in Jarratt and in the eastern part of Sussex County.
- The school system is centralized, which makes it difficult for parents without personal transportation to access the central schools from their local communities.
- There is a perceived need for public transportation in Sussex County to connect residents with services and jobs, but the county is rural with dispersed population centers, which causes concern for the expenses that would be associated with initiating public transportation services.

PUBLIC MEETING

On January 7, 2016, from 4:00 p.m. to 7:00 p.m., a public outreach meeting was conducted at the Emporia City Council Chambers and facilitated by KFH Group, Inc. There were 27 participants at the meeting. The purpose of the meeting was to obtain feedback on the proposed route, service hours, and proposed fare. Participants were also free to express additional comments or concerns about the study or the service.

Many participants expressed confusion about the Emporia-Greenville-Sussex Public Transportation Feasibility Study and a separate planning effort being conducted by Petersburg Area Transit that involves the implementation of a route between Emporia/Greenville County and the City of Petersburg. It was explained that the two planning efforts were separate and should not be confused. Below are the major topics discussed during the meeting.

The Proposed Route

Participants were asked to comment on the proposed route. Some participants indicated that the route should extend further into Greenville County and into the more rural areas.

The Hours of Service

Some participants pointed out that there are individuals who need to be at work before the proposed 7:00 a.m. start time.

The Proposed Fare

Participants were asked to share their thoughts on the \$100 fare. Some of the participants wanted to make sure that the system would remain affordable to not only those who live in poverty but seniors and individuals with medical needs. One participant wanted to know what entity decided the proposed bus fare.

Additional Comments

Participants voiced their support and concerns regarding the possibility of a public transportation system in the region.

Positive Comments

- One participant indicated that this service would greatly benefit senior citizens.
- One participant indicated that this service would greatly benefit young mothers and children who cannot afford the fares charged by local cab companies. She indicated that there are many local area residents who rely on friends and neighbors for rides, as they cannot afford cab fare.

Impact on the local businesses and community

- Participants were concerned about how a bus system would impact local businesses, in particular the local taxi companies. Some participants feared that introducing a bus system in the area would cause the local taxi companies to lose business or shut down. A majority of the taxi companies in the area are minority-owned businesses and it would not be beneficial to the community if they were adversely impacted by a new bus system.

- Some participants were concerned that the bus system would cause the city to lose revenue by taking residents to Petersburg and Richmond to shop. It was explained that the current proposed system is local in nature.
- Some participants felt that the City of Emporia needs to focus on other amenities for the city instead of transportation. Some participants felt that jobs should be more of a priority.
- One participant wanted to know if the proposed bus system would bring jobs into the community.

Taxes

- Some residents expressed that they already pay enough in taxes and having to pay for a bus system would be more of a burden.

Below are the individual questions asked by meeting participants. Some of the questions were discussed at length. Those discussions were summarized earlier in this section. Other questions were documented and answered (preliminarily), even if not major topics of discussion.

Questions

1. How will the scheduling work? Specifically how will passenger wait times be impacted by the bus deviating $\frac{3}{4}$ mile? Ans. – Schedules will have to be loose enough to allow for some deviations.

2. What would the passenger count be for the bus? Ans. – The proposed vehicle is a wheelchair-accessible 14-passenger vehicle.

3. Will the stops have bus shelters? Ans. – Yes, in the future, once the route is established.

4. How much will the system cost taxpayers? Ans. – The budget is still under development.

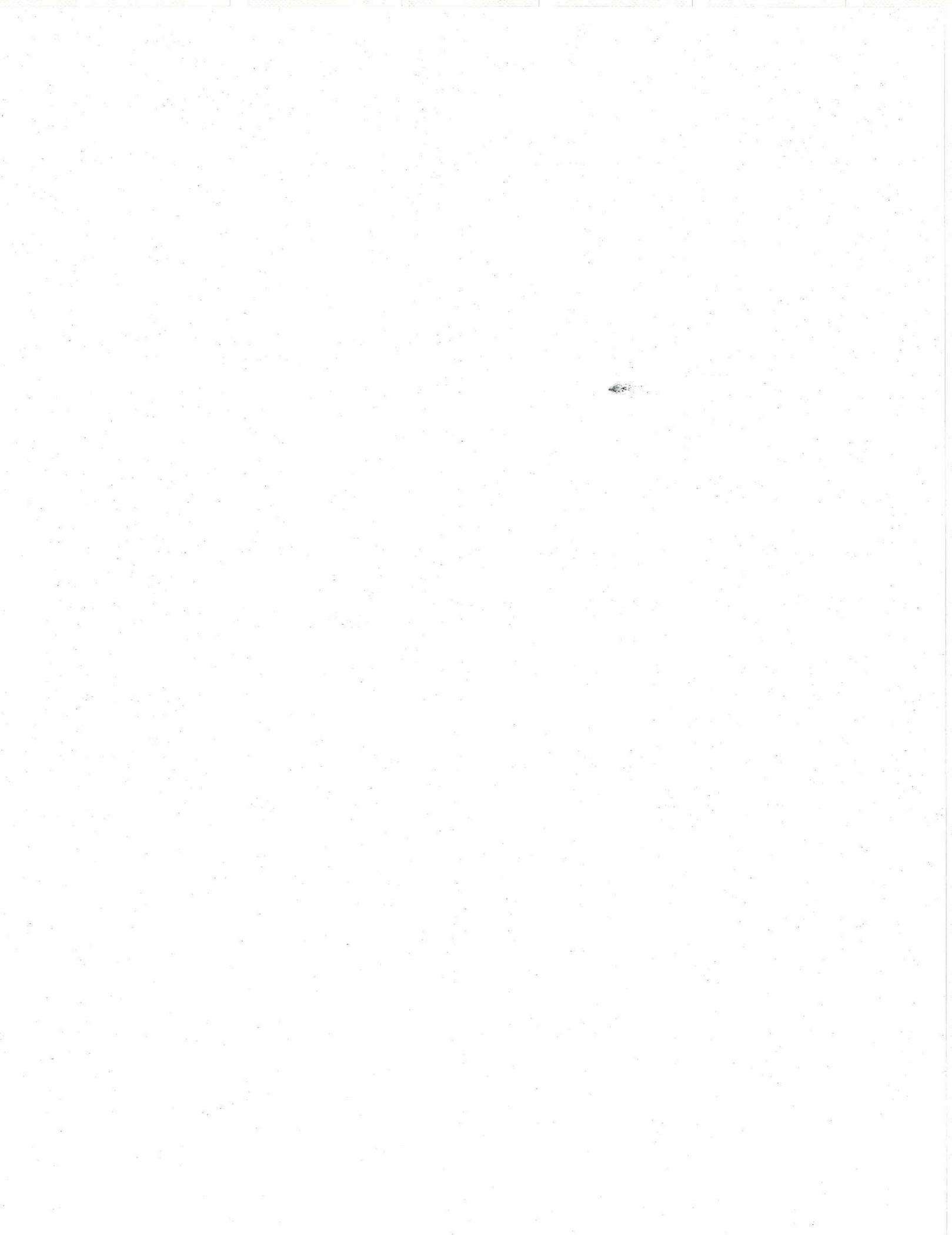
5. Where will the bus garage be located? Ans. – The vehicles will likely be parked at the Greenville County Center.

6. Will the county have to keep reapplying for the grant? Ans.- Yes

7. What entity determines the bus fare? Ans. – The county, in consultation with stakeholders.



8. How will the system impact Medicaid? Ans. – Riders may use the system to travel to Medicaid appointments if it meets their needs.
9. Will the bus be able to transport babies? Ans. – Yes.
10. Will the bus be wheelchair accessible? Ans. – Yes.
11. How long will the process take? Ans.- The grant application is due in February 2016 for FY17. Sometime during FY17 is the earliest time that service could begin.
12. Will the system bring jobs to the community? Ans.- The system will include some part-time driving positions and will offer some business for local garage and fuel merchants. The RFP process will determine whether the actual operations are privately-operated or publicly-operated.
13. Will drivers come from the community? Ans. -Yes.



Chapter 3: Transportation Services in the Region

INTRODUCTION

While public transportation is not currently provided in the City of Emporia, or the Counties of Greenville and Sussex, there are programs that operate in adjacent areas, as well as human service transportation programs, and private transportation providers. This chapter provides an overview of these programs. The purpose of this review is to identify potential community transportation partners, provide some examples as to how a public transportation may be set up and what the local per-unit costs are likely to be, and to ensure that any new services planned for implementation are fully coordinated with existing transportation options.

PUBLIC TRANSPORTATION PROGRAMS

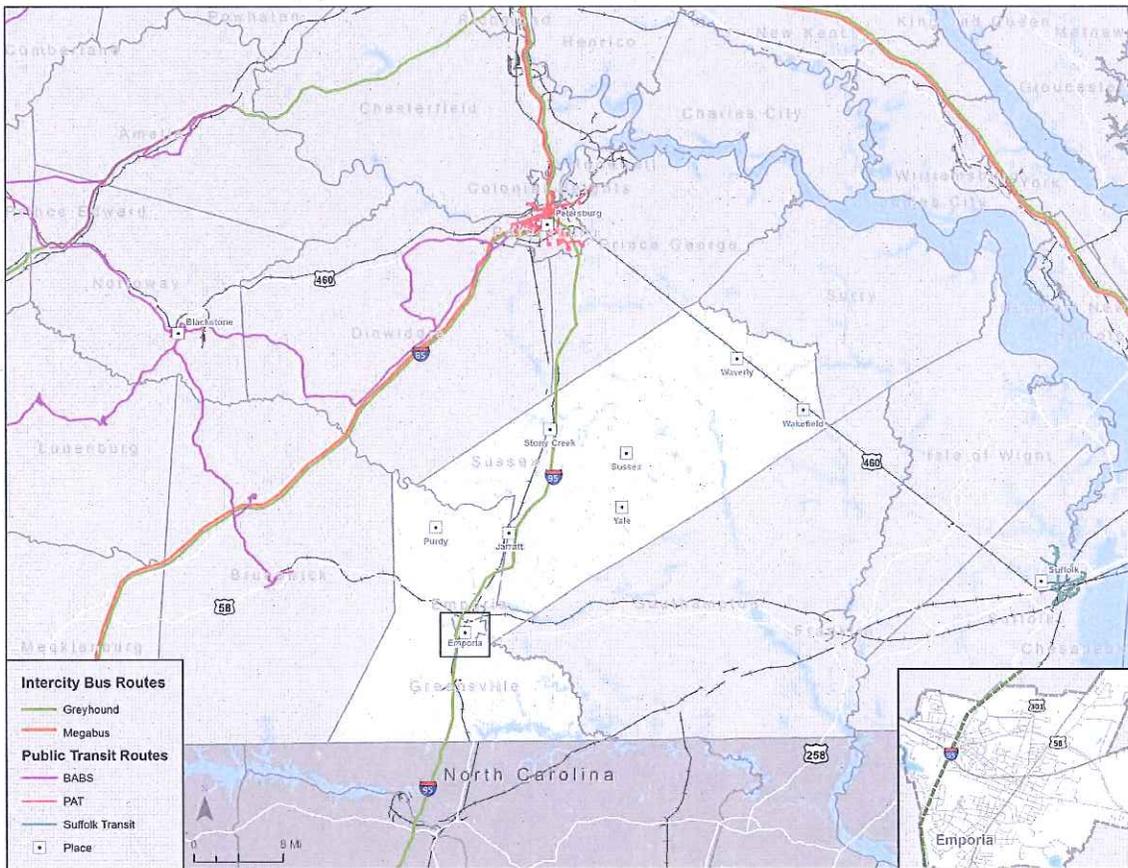
The closest Virginia-based public transportation providers to the Emporia-Greenville-Sussex region are:

- Blackstone Area Bus
- Petersburg Area Transit
- Suffolk Transit

Senior Services of Southeastern Virginia also operates a transportation program (I-Ride) in adjacent Southampton County, focusing primarily on the needs of senior citizens. Limited general public transportation is offered from several communities in Southampton County to Franklin.

The current service areas for each of the public transportation providers are shown in Figure 3-1 and described below.

Figure 3-1: Public Transportation Services in the Broader Region



Blackstone Area Bus (BABS)

Based in and operated by the Town of Blackstone in Nottoway County, BABS provides transit service for a large rural region of Southside Virginia. BABS started service in 2003, beginning with the BABS Line, which provides public transit services on a deviated fixed route in the Town of Blackstone. BABS has expanded in subsequent years to re-instate service that had previously been provided by Central Virginia Transit and to provide service oriented to the needs of Southside Virginia Community College.

The following deviated fixed routes are currently provided:

- BABS Line – providing service to the Town of Blackstone
- Brunswick Express- connecting key locations in Brunswick County
- Crewe-Burkeville Express – connecting areas of Nottoway County
- Dinwiddie Express – connecting McKenney, Dewitt, Dinwiddie, Sutherland and Edgehill to Petersburg (with connections to Petersburg Area Transit)
- Piedmont Area Transit – providing service in Amelia, Buckingham, Cumberland, and Prince Edward Counties, with connections to the Farmville Area Bus
- Town and County Transit- providing connections in Lunenburg County, including service to Southside Virginia Community College

The counties served by either BABS or Piedmont Area Transit (operated by BABS) include Amelia, Brunswick, Buckingham, Cumberland, Dinwiddie, Lunenburg, Nottoway and Prince Edward. The total population of these eight counties was estimated to be 135,071 in 2014, with a land area of 3,398 square miles.¹ As these data show, the area is rural with a mean population density of 39.8 people per square mile. The percentage of the population living in poverty is higher than the statewide mean (17.9% versus 11.3%), as is the percentage of the population aged 65 or higher (17% versus 13.4%).

These demographic data indicate the service area is quite similar to the Greenville- Sussex – Emporia area, in terms of low population densities and a rate of poverty that is higher than the statewide mean.

Organizational Characteristics

BABS is managed by the town's Community Development and Transportation Director, who reports to the Town Manager. BABS staff includes an Operations Assistant, three Town mechanics who spend about 20% of their time on transit, and several part-time drivers.

¹ 2010 Census

Service Characteristics

BABS operates on a deviated fixed route basis, meaning that there are set routes from which the vehicle will deviate up to ¾ mile for someone who has requested a trip at least 24 hours in advance. BABS will pick up passengers at any point along the routes where it is safe to do so using the flag stop method. The fare is \$0.50 per trip.

BABS operates on a centralized basis, whereby the drivers report to work at the BABS facility in Blackstone. There are 14 vehicles in the fleet. Service is generally provided Monday – Friday, with the BABS Line in Blackstone also operating on Saturdays.

Operating and Financial Statistics

The FY13 operating statistics, as reported to the National Transit database, are provided in Table 3-1. A telephone interview with the system manager indicated that the current operating statistics are similar to those in FY13, though the budget has increased.

Table 3-1: BABS FY13 NTD Selected Data

Blackstone Area Bus- FY13 Data ²	
Annual Operating Costs	\$ 393,430
Annual Vehicle Revenue Hours	13,604
Annual Vehicle Revenue Miles	395,932
Passenger Trips	41,327

The FY16 operating budget for BABS is \$499,200.³ The funding sources for FY16 are shown in Table 3-2. The local funding for BABS comes from the jurisdictions served and \$10,000 from the Southside Virginia Community College. The approved 2016 budget for the Town of Blackstone includes \$14,000 in local financial support for the program.

Table 3-2: BABS FY16 Approved Budget

Source	Amount
Fare Revenue	\$ 28,555
Federal S5311	\$ 235,323
DRPT State funds	\$ 70,088
Local Funds	\$ 165,234
Total	\$ 499,200

² Federal Transit Administration, National Transit Database

³ Virginia Department of Rail and Public Transportation, FY16 SYP

These data indicate that the cost to operate BABS is approximately \$37 per operating hour and the cost per trip is about \$2.08. System productivity is about three passenger trips per revenue hour.

Interest in Expansion

BABS staff indicated that the system is not currently interested in expanding to serve additional counties or cities but will continue to focus on improving service within its current service area.

Petersburg Area Transit (PAT)

Petersburg Area Transit (PAT) provides fixed route and ADA paratransit services in the Petersburg area. The fixed route network is comprised of 11 fixed routes, a downtown trolley route and an express bus route to and from Richmond. PAT is operated by the City of Petersburg, though the service area also includes portions of the City of Hopewell, Colonial Heights, Dinwiddie County and Prince George County. Petersburg is located in the Richmond Urbanized area and is considered to be an urban transit provider. The population of Petersburg (2010 Census) is 32,420 and the land area is 22.2 square miles. The population density is 1,460 people per square mile. This compares to a population density of 858 people per square mile in Emporia.

Organizational Characteristics

PAT is a city department with two dedicated facilities; the relatively new downtown Petersburg Station and an operations and maintenance facility. A General Manager oversees operation of the system. Additional key staff members include an Operations Manager, maintenance staff, Program Administrator, Customer Service Representative, and drivers.

Service Characteristics

PAT operates a total of 20 vehicles (14 buses and 6 paratransit vehicles). Service is generally provided Monday through Saturday. The fixed route fare is \$1.75 per one-way trip and a one-day pass is \$3.50. Transfers are free.

PAT operates out of a relatively new transit center, the Petersburg Transit Station, which serves as a multi-modal center in downtown Petersburg. PAT uses the facility as a timed transfer location for its hub and spoke-based system and the facility is also served by Greyhound and the Greater Richmond Transit Company (GRTC).

Operating and Financial Statistics

The FY13 operating statistics for PAT, as reported to the National Transit database, are provided in Table 3-3. A telephone interview with the system manager indicated that the operating hours have increased in the past two years to approximately 64,000 annual operating hours and the ridership has increased to approximately 684,000 annual passenger trips.

Table 3-3: PAT FY13NTD Selected Data

Petersburg Area Transit - FY13 Data	
Annual Operating Costs	\$ 2,514,066
Annual Vehicle Revenue Hours	57,090
Annual Vehicle Revenue Miles	513,234
Passenger Trips	585,831

The FY16 operating budget for PAT is just over \$3 million. PAT's FY16 budgeted revenues and funding sources are provided in Table 3- 4.⁴

Table 3-4: PAT FY16 Approved Budget

Source	Amount
Fare Revenue	\$ 485,000
Advertising	\$ 25,000
FTA S5307	\$ 700,000
DRPT State funds	\$ 939,000
FTA Preventive Maintenance	\$ 625,000
Local Funds- City's General Fund	\$ 246,592
Total	\$ 3,020,592

The FY16 cost per hour is estimated to be about \$47 per operating hour and the cost per trip is estimated to be about \$4.41 per passenger trip.

Interest in Expansion

PAT has indicated an interest in expanding service to provide regional intercity bus service, to include service between Emporia and Petersburg via the I-95 corridor, providing connections to GRTC and Greyhound at the Petersburg Transit Station. The City is planning to apply for grant funding from DRPT under the S.531(f) intercity bus program during the next grant cycle. The preliminary proposal includes three northbound trips from Emporia to Petersburg (two in

⁴ Virginia Department of Rail and Public Transportation, FY16 SYP

the morning and one in the early evening) and three southbound trips from Petersburg to Emporia (two in the morning and one in the early evening). The route would also make stops in Jarratt (Exit 20); Sussex (Exit 31); Stony Creek (Exit 33); and Courtland (Exit 41). PAT will likely be soliciting local matching funds from the areas served to help offset the operating costs of the service.

PAT is also interested in providing service in the US460 corridor between Wakefield, Waverly and Petersburg.

PAT staff indicated that they are interested in connecting to any new services provided in the Emporia-Greenville-Sussex region via the potential intercity bus services, but would not be interested in operating local Emporia-Greenville-Sussex service.

Suffolk Transit

Suffolk, Virginia, about 55 miles east of Emporia, is located in the Virginia Beach Urbanized Area. It is a large city, geographically speaking, covering 400 square miles (land area). The city's total population (2010 Census) is 84,585 and the population density is 211 people per square mile.

While north Suffolk is developing into a high-tech hub, vast stretches elsewhere in the city are still largely rural. Prior to 2012, the city was a member of Hampton Roads Transit (HRT). Discussion surrounding the city's and HRT's budgets, coupled with an HRT performance-based reduction in service, led the city to withdraw from HRT and contract with a private vendor to operate bus services. After conducting a procurement process, Virginia Regional Transit (VRT) was selected and took over operation of the city's public transportation program in January 2012.

Organizational Characteristics

The city's Assistant Director of Public Works provides oversight of the transit program, devoting approximately 30% of his time to duties associated with contract management. Day-to-day operation of the system is managed by the VRT site manager. Staff and drivers are employees of VRT. VRT has a sub-contract with Senior Services of Southeastern Virginia to provide ADA complementary paratransit for Suffolk Transit.

Service Characteristics

Suffolk Transit currently offers six fixed routes, which generally operate on hourly headways, meeting for transfer opportunities at the Suffolk Bus Plaza. Transit services are provided Monday through Friday, from 6:30 a.m. to 6:30 p.m., though not all of the routes operate during the full span of service. The one-way fare is \$1.50 and an all-day pass is \$3.00. ADA

paratransit trips are \$3.00 each way. Suffolk Transit owns eight 21-passenger body-on-chassis vehicles that are operated by VRT to provide the fixed route service. The vehicles used for ADA paratransit are owned by Senior Services of Southeastern Virginia.

Operating and Financial Statistics

Suffolk Transit has grown significantly over the four-year period, from annual vehicle revenue hours of 7,221 (FY13) to 13,004 vehicle revenue hours (FY15). Ridership has increased significantly, with Suffolk Transit staff reporting that they provided 77,631 passenger trips in FY15. Table 3-5 provides the historic data for Suffolk Transit's first full year of operation and Table 3-6 provides the approved FY16 budget.

Table 3-5: Suffolk Transit – FY13 Data⁵

Suffolk Transit - FY13 Data	
Annual Operating Costs	\$ 505,470
Annual Vehicle Revenue Hours	7,221
Annual Vehicle Revenue Miles	108,466
Passenger Trips	57,814

Table 3-6: Suffolk Transit – FY16 Approved Budget

Source	Amount
Fare Revenue	\$ 50,000
Advertising	\$ 6,000
DRPT operating	\$ 137,309
DRPT capital	\$ 48,750
Local Funds- City's General Fund	\$ 795,395
Total	\$ 1,037,454

The FY16 cost per hour is just under \$70 per operating hour.

Interest in Expansion

The City of Suffolk is focused on serving city residents. A major area of focus for the program is to work on receiving federal transit funds, as they are in the same urbanized area as HRT, which is the designated recipient of federal transit funds. Once the city is able to tap into

⁵ City of Suffolk, Transit Development Plan, 2013

federal transit funding, they would like to hire a full-time transit manager to focus on the program.

HUMAN SERVICE TRANSPORTATION PROGRAMS

Crater District Agency on Aging

The Crater District Agency on Aging (CDAA) provides a number of services for senior adults in the Cities of Colonial Heights, Emporia, Hopewell and Petersburg; and the Counties of Dinwiddie, Greenville, Prince George, Surry and Sussex. Services include transportation, congregate meals, home-delivered meals, homemaker services, weatherization, foster grandparent, RSVP and senior employment opportunities.

Transportation is provided for seniors to access medical, nutrition and recreation opportunities in Petersburg, Colonial Heights and Hopewell, including service to the congregate meal sites in the three cities. Limited transportation service is provided in the Counties of Dinwiddie, Greenville, Prince George, Surry and Sussex.

CDAA has expressed interest in applying for a S.5310 grant to expand services, but the study team was unable to directly contact staff from the Crater District Agency on Aging to document additional features of the transportation program.

District 19 Community Services Board (CSB)

District 19 CSB is "a multi-jurisdictional, community-based organization whose mission is to improve the quality and productivity of the lives of individuals who experience, or are at risk of experiencing, mental disabilities and/or substance abuse."⁶ The CSB is licensed by the Virginia Department of Behavioral Health and Developmental Services to provide mental health, intellectual disability, substance abuse and prevention services to the citizens of Colonial Heights, Emporia, Hopewell and Petersburg, and the counties of Dinwiddie, Greenville, Prince George, Surry and Sussex.

The CSB operates a clinic that is located in the Greenville County complex. Clients attend the clinic at specific times for substance abuse programs (M-W-F, at 10 a.m. or 5:00 p.m.). Clients participating in other agency programs also attend the clinic at various days and times, generally Monday through Friday during business hours. CSB clients typically need transportation to get to medical appointments that are often located at 6 Doctor's Drive, behind the hospital. Clients also need access to supported employment opportunities, which is

⁶ District 19 website

where the development of a public transportation program would be very helpful, as the clients are expected to arrange their own transportation once they have acclimated to the job setting.

If a client is eligible for Medicaid and the trip is medically necessary, the CSB arranges transportation with Logisticare. To accommodate clients who are not Medicaid-eligible and do not have access to another source of transportation, the CSB will provide transportation using a CSB vehicle. The CSB has two vans that are driven by program staff to provide transportation when necessary.

For CSB clients, important transit origins and destinations are the CSB Clinic at the Greenville County complex; 6 Doctors Drive; the major retail employment centers (Walmart, Food Lion); Brook Ridge Apartments and Washington Park.

Greenville- Emporia Department of Social Services (DSS)

The DSS office in Emporia, located on East Atlantic Drive, provides a wide range of services for adults, children and/or families who are experiencing poverty, abuse or neglect. The DSS is the initial point of contact for enrollment in the Medical Assistance program (Medicaid).

A major focus of the DSS is to help clients become career-ready through skill enhancement, with the support of child care and transportation. To implement this approach, the DSS sponsors a skill enhancement certificate class that is taught at the Southside Virginia Community College. The DSS is working to develop a childcare program at the site. They provide cab fares and gas cards to assist clients who either do not have vehicles available or do not have gas money to operate their vehicles. The DSS also provides similar assistance for clients who are searching for jobs.

In FY14, the Greenville-Emporia DSS spent a total of \$51,000 for cab fares and gas reimbursements to help clients attend training or look for jobs. In FY15, the agency spent \$44,000 for these expenditures.⁷ The DSS Director has been actively involved in the planning process to pursue the development of a public transit program for the region and has estimated that the DSS would be able to direct between \$25,000 and \$35,000 annually to the program, through the purchase of an allotted number of monthly rides for clients and through contracts with Southside Virginia Community College.

For local DSS clients, some important transit service coverage areas would likely be the DSS on East Atlantic Street, the Southside Virginia Community College (Greenville County Complex), medical offices located behind the hospital (Doctors Lane), local shopping areas (Walmart, Food Lion) and the neighborhoods around Washington Park and Baker/Halifax Streets.

⁷ Conversation with DSS Director, John Holtkamp, December, 2015

Non-Emergency Medicaid Transportation

While specific data is difficult to extract from the non-emergency Medicaid transportation program, it is likely the largest current human service transportation program in the region. This program is operated through a statewide broker. The broker, Logisticare, takes the calls from Medicaid-eligible clients who need to travel to a covered service, and schedules the trip on a local provider. The study team has not been able to confirm details with Logisticare, but a local agency indicated that in the Emporia-Greenville area the primary provider used is Halifax Cab. Virginia Premiere, a Medicaid HMO, was also reportedly a Medicaid transportation provider.

PRIVATE TRANSPORTATION PROVIDERS

Taxicabs

There are four cabs listed in local guides as providing service in the region:

1. Community Cab - Emporia
2. Halifax Cab - Emporia
3. Robinson's Cab - Emporia
4. Worrell Transportation - Waverly

Halifax Cab currently has the Medicaid contract with Logisticare. Attempts were made to solicit additional information concerning the level of service provided but were not successful.

Intercity Bus Service

Currently there is not an intercity bus stop in the service area, although Emporia has been included on prior intercity bus schedules. The current Greyhound service in the I-95 corridor shows that there are five southbound buses on Greyhound's Jacksonville-Savannah-Fayetteville-Richmond Route (Schedule 400). These buses leave Richmond at: 04:00; 06:50; 16:15; 20:00 and 23:50. None of these trips is shown to serve Petersburg.

For the northbound trip, the schedule indicates that trips arrive in Richmond from Fayetteville at 03:00; 05:15; 10:00; 15:50 and 23:00. Only one of these trips is shown to serve Petersburg (the 15:50 arrival, serving Petersburg at 15:10).

If a public transit service is implemented in the Greenville-Sussex-Emporia region, it may be feasible to arrange a local connection (perhaps at the Simmons Travel Center at Exit 8). It would be necessary to contact Greyhound to see if they would be willing to add this stop, as well as negotiating with the Travel Center to see if they would be amenable to having

Greyhound stop there. This location is directly adjacent to I-95, which would minimize the time needed to add the stop. The prior stop was along Main Street at the Emporia Grocery.

SUMMARY

The synopsis of nearby local public and human service transportation programs provides examples of both in-house and contractual operating models. The regional data indicates that the operating expenses to provide public transportation in the general region range from a low of \$37.00 per operating hour (rural, deviated fixed route, in-house operations) to \$70.00 per operating hour (urban, fixed route and ADA paratransit, contracted). Discussions with the nearby providers indicate that expansion of an existing service to include Emporia -Greenville-Sussex is not likely, and a new program will need to be initiated for the local region.

Chapter 4: Service and Organizational Alternatives

INTRODUCTION

The first three chapters prepared for the feasibility study documented the need for public transportation, provided an inventory and analysis of the public transportation programs that operate in adjacent jurisdictions, and provided an inventory of the human service and private transportation services that are currently operating in the Emporia- Greenville-Sussex region.

The data, opinions, and related information contained in the first three chapters provided the base information needed to develop potential service and organizational alternatives that were further refined for Chapter 5, based on feedback from stakeholders and the public. These concepts are outlined below.

ALTERNATIVE #1 - EMPORIA-GREENSVILLE CIRCULATOR

Given the relative density of multi-family housing, as well as employment, education, medical, shopping, and social service trip destinations in the City of Emporia and nearby Greenville County, the development of a deviated fixed route circulator for this area is proposed.

Proposed Route

The preliminary route includes service to or near the following housing locations:

- Belford Commons
- Brook Ridge Apartments
- Carriage Run Apartments
- Marvin Gardens Apartments
- Northwoods Village
- Reese Village
- Trinity Woods
- Washington Square
- Weaver Manor

The route connects to or near several major trip destinations in the Emporia region, including the following:

Educational, Governmental and Social Service Destinations

- City of Emporia Offices
- Greenville County Complex
 - District 19 Community Service Board
 - Greenville County Government
 - Greenville- Emporia Health Department
 - Southside Virginia Education Center
 - Southside Regional Jail
- Greenville County High School
- Greenville-Emporia Department of Social Services
- YMCA

Medical

- Medical offices along Doctors Lane
- Southern Virginia Regional Medical Center

Shopping Destinations

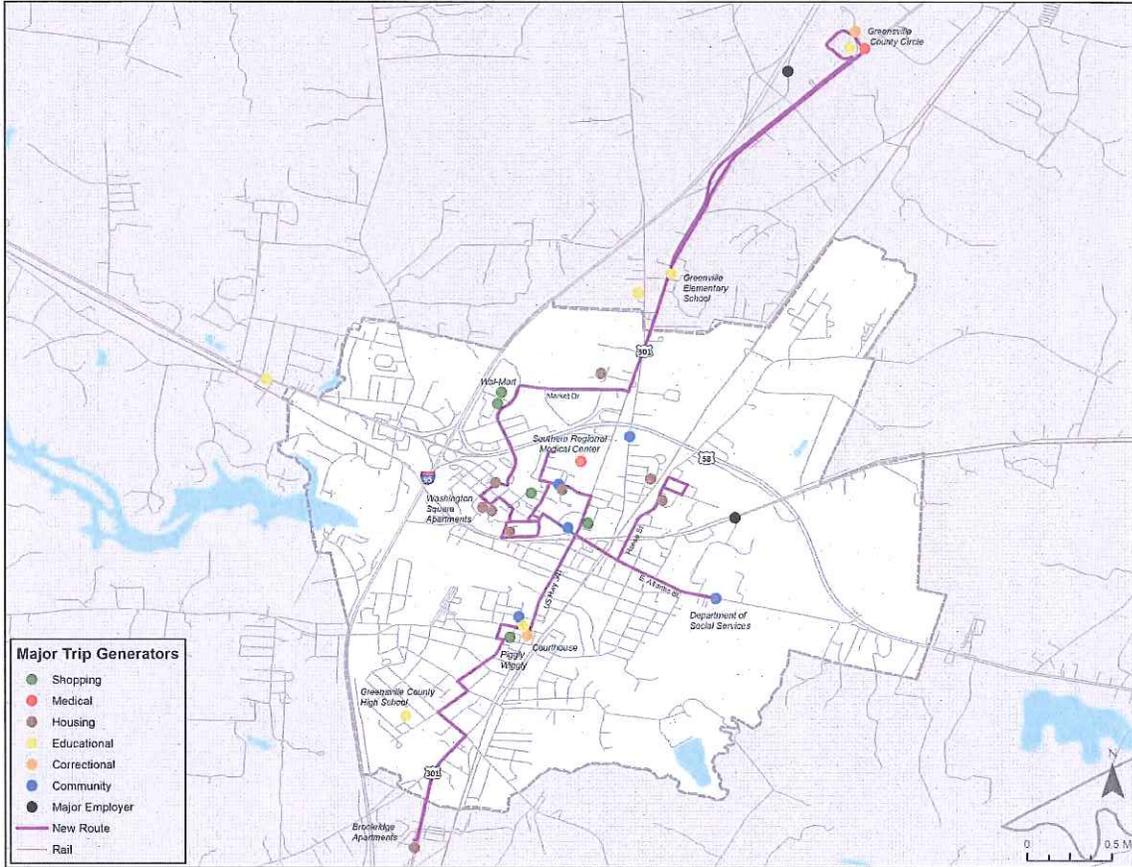
- Dollar General
- Downtown Emporia
- Emporia Shopping Center
- Belfield Marketplace - Food Lion
- Piggly Wiggly
- Southside Square Shopping Center - CVS
- Walmart Supercenter and associated shopping

A preliminary route map is provided in Figure 4-1. Note that this preliminary route was revised based on stakeholder input, with the revised route highlighted in Chapter 5. The major revisions included adding the Washington Park neighborhood in Greenville County and keeping the route on primary corridors, rather than traveling directly to individual multi-family areas.

This route is about 18 miles round trip, depending upon the path of travel. This distance is at the top limit of what is possible within an hour, and may need to be trimmed. It should be noted that there is about a three-mile round trip stretch (the segment between Emporia and Greenville County Circle) that will have relatively fast operating speeds.

Using the Greenville County complex as a trip end will allow for driver rest breaks, and may provide a relatively safe location to store the vehicles.

Figure 4-1: Proposed Emporia-Greenville Circulator (Preliminary Route Concept)



Service Parameters

For preliminary cost estimation purposes, the planned service parameters are Monday through Friday from 7:00 a.m. to 6:00 p.m., with evening service offered Monday-Thursday to accommodate classes at the Southside Virginia Education Center. This schedule would equate to approximately 67 operating hours per week or 3,300 per year (assuming 36 weeks of evening service). Two accessible vehicles would be required for this schedule – one could be used for the first shift and the second vehicle used for the second shift. If one vehicle was being serviced, the other vehicle could operate the entire service day. Bike racks are also suggested, to effectively extend the service area of the system.

A deviated fixed route is likely the most appropriate service mode for this area, similar to the BABS model. Under this scenario, the vehicle will deviate up to $\frac{3}{4}$ mile from the route to pick someone up if they call the day ahead to make a request. ADA complementary paratransit is not required to be offered when deviated fixed routes are provided.

A \$100 fare is initially proposed. At \$100, the system should be able to recover the costs of collecting, counting, and depositing the fares, while also making some contribution toward the system's operating expenses.

Estimated Ridership

It is likely that public transportation in the Emporia-Greenville area, operated on a deviated fixed route basis, would generate between 4 and 5 passenger trips per revenue hour. This figure is higher than BABS and lower than Suffolk and PAT, reflecting the relative population densities. If 3,300 annual operating hours were to be provided, the annual ridership is estimated to be about 14,850 annual passenger trips.

Estimated Expenses and Funding Possibilities

Given the transit operating expenses currently experienced in the region, the range of fully-allocated operating expenses is between \$37 per hour and \$70 per hour. Given this range, the total annual operating expenses for a circulator operating 3,300 annual service hours would be between \$122,100 and \$231,000. A more specific estimate is provided in Chapter 5, a result of additional research concerning the chosen alternative.

The capital expenses will include two body-on-chassis, lift-equipped, 14-passenger vehicles, estimated to be about \$70,000 each (\$140,000 total). Bus stop signs may be needed, at an estimated cost of \$100 each, as well as a communications system.

If the service were to be operated by a contractor, using contractor-supplied vehicles, the operating cost would likely be an additional \$5.00 to \$8.00 per operating hour to account for the contractor's cost of owning vehicles.

Funding possibilities for this route could include: the Federal S.5311 program (up to 50% of the net deficit); DRPT assistance (typically about 16%); and local funds. For vehicles, the matching ratio is up to 80% federal and about 16% state, and four percent local.

ALTERNATIVE #2 - DEMAND RESPONSE SERVICE – RURAL GREENSVILLE AND SUSSEX COUNTIES

For the more rural areas of Greenville and Sussex Counties, a targeted demand response transportation service would likely be more feasible than a deviated fixed route program. A targeted demand response program would set some parameters for pick-up times in various areas, with some common destinations. For example, the program could offer a pick-up window in the early morning in the Wakefield –Waverly area to travel to Sussex, Stony Point, Jarratt, and Emporia. There could then be a trip between Emporia and Jarratt and back, and then the return trip back from Emporia to Sussex County locations. This service could have specific time points that are served, with a certain number of demand-response requests taken (depending upon the time constraints).

Service Parameters

This service is proposed to be operated Monday through Friday from 7:00 a.m. to 6:00 p.m. Given this span of service, assuming one vehicle is in operation, the total annual vehicle revenue hours would be 2,800 hours. The proposed fare for this service is \$2.00 per trip. One vehicle would be needed for service, and a back-up vehicle would also be required.

Estimated Ridership

Given the low densities and long distances between population centers, the productivity on this type of service is likely to be lower than what would be achieved by the proposed Emporia-Greenville Circulator. For this type of service, it is estimated that between 1.5 and 2.0 trips per revenue hour could be achieved. This level of productivity would result in about 4,900 passenger trips per year, assuming 2,800 annual service hours.

Estimated Expenses and Funding Possibilities

Given the range of transit operating expenses currently experienced in the region, this service is likely to cost between \$103,600 and \$196,000 annually. In addition to the operating expenses, the capital expenses will include two body-on-chassis, lift-equipped, 14-passenger vehicles, estimated to be about \$70,000 each (\$140,000 total).

If the service were to be operated by a contractor, using contractor-supplied vehicles, the operating cost would likely be an additional \$5.00 to \$8.00 per operating hour to account for the contractor's cost of owning vehicles.

Funding possibilities for this route could include: the Federal S.5311 program (up to 50% of the net deficit); DRPT assistance (typically about 16%); and local funds. Local match could potentially be provided by a combination of the jurisdictions served as well as local human service agency programs that may be able to use the service for client transportation.

For vehicles, the matching ratio is up to 80% federal and about 16% state, and four percent local.

ALTERNATIVE #3: CONNECTOR SERVICE

The third type of service proposed is a demand response connector service that would connect different portions of the service area to Petersburg, Colonial Heights, or Suffolk on a regular basis. The primary trip purposes for this service would be medical and shopping. For example, the service could operate in the following manner:

Monday – Wednesday – Friday: Emporia/Greenville/Jarratt/Stony Creek to Petersburg/Colonial Heights

Tuesday: Wakefield/Waverly to Petersburg/Colonial Heights

Thursday: Sussex/Stony Creek to Petersburg/Colonial Heights

This alternative addresses the need to access medical and shopping opportunities in the Petersburg/Colonial Heights area and may not be necessary if Petersburg Area Transit (PAT) is successful in implementing a regional intercity bus route, as has been proposed. If PAT initiates the regional service, the focus of this alternative would shift to provide feeder service from various locations in the Emporia/Greenville/Sussex region to the closest PAT Express stop.

Service Parameters

One vehicle is proposed for this service. The service day for a connector route would likely be somewhat shorter than the other proposed service alternatives, assuming two round trips per

day would be offered. For this alternative, the proposed days and hours of service are Monday through Friday, from 9:00 a.m. to 5:00 p.m. This level of service equates to 2,080 annual revenue service hours.

Estimated Ridership

Given the low densities and long distances between population centers, the productivity on this type of service is likely to be between 1.5 and 2.0 trips per revenue hour. This level of productivity would result in about 3,600 passenger trips per year, assuming 2,080 annual service hours.

Estimated Expenses and Funding Possibilities

Given the transit operating expenses currently experienced in the region, the total annual operating expenses are expected to range between \$76,960 and \$145,600. The capital expenses will include one body-on-chassis, lift-equipped, 14-passenger vehicle, estimated to be about \$70,000.

If the service were to be operated by a contractor, using contractor-supplied vehicles, the operating cost would likely be an additional \$5.00 to \$8.00 per operating hour to account for the contractor's cost to own vehicles.

Funding possibilities for this route could include: the Federal S.5311 program (up to 50% of the net deficit); DRPT assistance (typically about 16%); and local funds. For vehicles, the matching ratio is up to 80% federal and about 16% state, and four percent local.

POTENTIAL ORGANIZATIONAL ALTERNATIVES

Organizational alternatives refer to ways in which public transportation could be administered and managed. There are three basic models available for consideration. These are:

- Grant administration conducted by Greenville County, Sussex County or the City of Emporia, with the operation for service contracted to a private for-profit or private non-profit entity. Funding agreements among local participating jurisdictions will need to be developed for the required local match, assuming federal and state funds are available.
- Grant administration and direct operation of service conducted by Greenville County, Sussex County, or the City of Emporia. Funding agreements among local participating jurisdictions will need to be developed for the required local match, assuming federal and state funds are available.

- The formation of a new entity that is comprised of one or more jurisdictions and is focused on public transportation:

Transportation District - "Any two or more counties or cities, or combinations thereof, may, in conformance with the procedure set forth herein, or as otherwise may be provided by law, constitute a transportation district...A transportation district may be created by ordinance adopted by the governing body of each participating county and city...Such ordinances shall be filed with the Secretary of the Commonwealth."

A transportation district would not require state enabling legislation and would not have taxing ability. An example of transportation district is the Potomac and Rappahannock Transportation Commission (PRTC).

Regional Transportation Authority - A regional transportation authority could be formed but would require legislation to be enacted by the Virginia General Assembly. Examples in Virginia include the Williamsburg Area Transit Authority (WATA) and Hampton Roads Transit (HRT).

Given the relatively small scale of the proposed service alternatives, it is likely that initially either in-house or contracted services are most appropriate, while maintaining input from local stakeholders via an advisory committee.

SUMMARY OF SERVICE ALTERNATIVES

The three service alternatives presented provide approaches to providing basic mobility in the service area. Each is discussed separately, and each could stand alone. These alternatives could be implemented together, or in phases, meeting several regional mobility needs. If all three were to be implemented, the need for back-up vehicles would be reduced (i.e., the combined fleet would likely need one back-up vehicle, rather than a back-up vehicle for each service). The estimated operating hours, ridership, expenses, and potential revenue sources for the three alternatives are summarized in Table 4-1.

Table 4-1: Summary of Service Alternatives

Project	Annual Operating Hours	Est. Annual Ridership	Est. Total Annual Operating Cost Low End (1)	Est. Total Annual Operating Cost High End (2)	Federal - Low End (3)	Federal - High End (3)	State - Low End	State - High End	Local - Low End	Local - High End
Emporia-Greenville Circulator	3,300	14,850	\$122,100	\$231,000	\$61,050	\$115,500	\$19,536	\$36,960	\$41,514	\$78,540
Demand-Response - Rural Focus	2,800	4,900	\$103,600	\$196,000	\$51,800	\$98,000	\$16,576	\$31,360	\$35,224	\$66,640
Connector Service	2,080	3,640	\$76,960	\$145,600	\$38,480	\$72,800	\$12,314	\$23,296	\$26,166	\$49,504
Total	8,180	23,390	\$ 302,660	\$572,600	\$ 151,330	\$286,300	\$48,426	\$91,616	\$102,904	\$194,684

(1) Based on \$37 per operating hour (2) Based on \$70 per operating hour

(3) Potential funding sources and splits are based on current DRPT funding policies.

This table does not include potential fare revenue, which will likely reduce the net deficit by between 5% and 10%.

Project	Est. Total Capital Cost	Est. Federal Share	Est. State Share	Est. Local Share
Emporia-Greenville Circulator	\$140,000	\$112,000	\$22,400	\$5,600
Demand-Response - Rural Focus	\$140,000	\$112,000	\$22,400	\$5,600
Connector Service	\$70,000	\$56,000	\$11,200	\$2,800
Total	\$ 350,000	\$ 280,000	\$ 56,000	\$ 14,000

Chapter 5: Recommended Transit Service Plan

INTRODUCTION

After review and discussion of the service alternatives presented in Chapter 4, study committee members have chosen to begin the process to implement a public transportation service in the region. The transit needs analysis showed that there is relatively high need for transit services in the City of Emporia and nearby Greensville County, both quantitatively (i.e., demographic analysis), and qualitatively (i.e., stakeholder input). The comprehensive plans for both Greensville County and the City of Emporia mention the need to pursue the development of a public transportation system, if deemed feasible.

The recommended plan is detailed in this chapter, including both near-term and longer term recommendations. Both organizational and service details are outlined.

ORGANIZATIONAL PLAN

Near Term

Greensville County, in partnership with the City of Emporia, will apply for grant funding from the Virginia Department of Rail and Public Transportation (DRPT) in order to implement public transportation service in the City of Emporia and nearby Greensville County.

If awarded funding from DRPT, Greensville County will conduct an RFP process to solicit proposals from private and/or public entities to operate the public transit service. The proposals will be evaluated by the county, the city, and local stakeholders, with costs and proposed service parameters compared to an in-house estimate developed for this planning process. If there is a responsive private contractor that can operate the service at a lower cost, while assuring quality of service, a private contractor may be chosen to operate the service. If the county's proposed costs are lower than the costs outlined in the proposals received, then the county will operate the service directly, using in-house staff.

Under either scenario, Greensville County, in consultation with the City of Emporia and local stakeholders, will oversee the grant. It is also proposed that Greensville County own the vehicles.

Advisory Committee

It is proposed that the current Public Transportation Management Team, which provided guidance for this public transportation feasibility study, remain in place and transition to an advisory committee for the transit program. A transit advisory committee is typically comprised of system stakeholders and serves to provide input to the transit program. Meeting schedules range from monthly to quarterly, depending upon the needs of the system.

Staffing

For the near-term, the small scale of the program does not require full-time management or support staff. Greenville County has identified existing staff members who can oversee the implementation of the initial service. Under either the contracted or in-house model, it is proposed that a program manager in the Department of Public Works provide general oversight of the program.

In-house Option

If in-house operation of service is chosen, a portion of several staff members time will be directed to the new transit program, and the program will utilize the central services that are available to county departments, such as human resources, finance, and procurement. Day- to-day oversight of the drivers will be provided by a daily operations manager. An administrative assistant will handle customer service tasks for the program, including taking requests for route deviations. It is proposed that the vehicles be maintained through the private sector, using local garages. The daily operations manager will be in charge of ensuring that the vehicles are serviced in a timely manner, according to the specifications of the manufacturer. Fueling will also occur through the private sector.

Longer Term

The initial service plan is modest in nature, and addresses the most pressing community transit needs, providing limited service for the most densely populated areas of the region. The transit needs analysis indicated that there are additional transit needs in the region, including rural Greenville County, and Sussex County. There may also be a need for more frequent service for the initial service area. If the system grows, there may be a need for dedicated program management staff, particularly if the in-house option is chosen.

While initially it is proposed that Greenville County, the City of Emporia, and other financial stakeholders work together via local agreements, there may be a need in the future to further examine a more formal transit structure for the region, such as a transit authority or district.

SERVICE PLAN

Near Term

Emporia-Greenville Circulator

Given the relative density of multi-family housing, as well as employment, education, medical, shopping, and social service trip destinations in the City of Emporia and nearby Greenville County, the development of a deviated fixed route circulator for this area is proposed. The preliminary route proposal serves the major travel corridors in the city and nearby Greenville County.

As proposed, the route would:

- Originate at the County complex on Route 301
- Travel south along US 301 to serve the 301 Corridor
- Turn into the Brook Ridge apartments, south of the City of Emporia
- Leave the Brook Ridge apartments (right turn only) and turn around at the Simmons Travel Center to travel north along US 301, serving downtown Emporia
- Make a left onto Brunswick Avenue/Church St./Dry Bread Road to serve Piggly Wiggly and travel to the Washington Park neighborhood
- Make a left onto Easter Street and either go around one of the small blocks, or travel to the old elementary school to turn around
- Exit Washington Park via Easter Street, and make right onto Dry Bread Road, returning to Emporia
- Cross US 301 onto Hicksford Avenue
- Turn right onto Southampton Street
- Turn right onto E. Atlantic to Street serve the DSS
- Exit the DSS, turning left onto E. Atlantic Street
- Cross US 301 onto W. Atlantic Street
- Cross US 58 to serve the Food Lion, Peebles, and Wal-Mart shopping areas
- From Wal-Mart, turn right onto US 58 to serve the hotels on the west side of I-95
- Travel back via US 58 and make a right onto W. Atlantic
- Make a left onto US 301 North to serve the US 301 corridor and the Greenville County complex.

The county may want to consider deviating into the Greenville Industrial Park upon request. The industrial park is not likely to need hourly service, but there may be some riders who wish to access jobs in the park. This route is somewhat different from the route proposed in Chapter 4, after receiving feedback from the stakeholder team and the public.

This route, as described above, is approximately 20 miles round trip. This distance is at the top limit of what is possible within an hour, and may need to be trimmed. It should be noted that there is about a three-mile round trip stretch (the segment between the City of Emporia border and Greenville County Circle) that will have relatively fast operating speeds. A preliminary route map is provided in Figure 5-1.

Once the grant has been received and staff is assigned to work directly on the project, there may be some adjustments to reflect timing, safety, or vehicle maneuverability concerns.

Americans with Disabilities Act (ADA) Service

In order to comply with the requirements of the ADA, people with disabilities who cannot travel to a bus stop must be accommodated. This service must be offered within $\frac{3}{4}$ mile of a fixed route. Transit programs can provide this service either by deviation from their fixed routes (deviated fixed route service) or by providing a separate demand response vehicle.

The current service proposal calls for ADA service to be offered through route deviations. If demand is such that the proposed route cannot function properly with the deviations, then Greenville County and local partners will need to decide whether to shorten the route or add ADA complementary paratransit services. The $\frac{3}{4}$ mile buffer within which deviations will be offered for people who are unable to get to a bus stops due to their disabilities is shown in Figure 5-1.

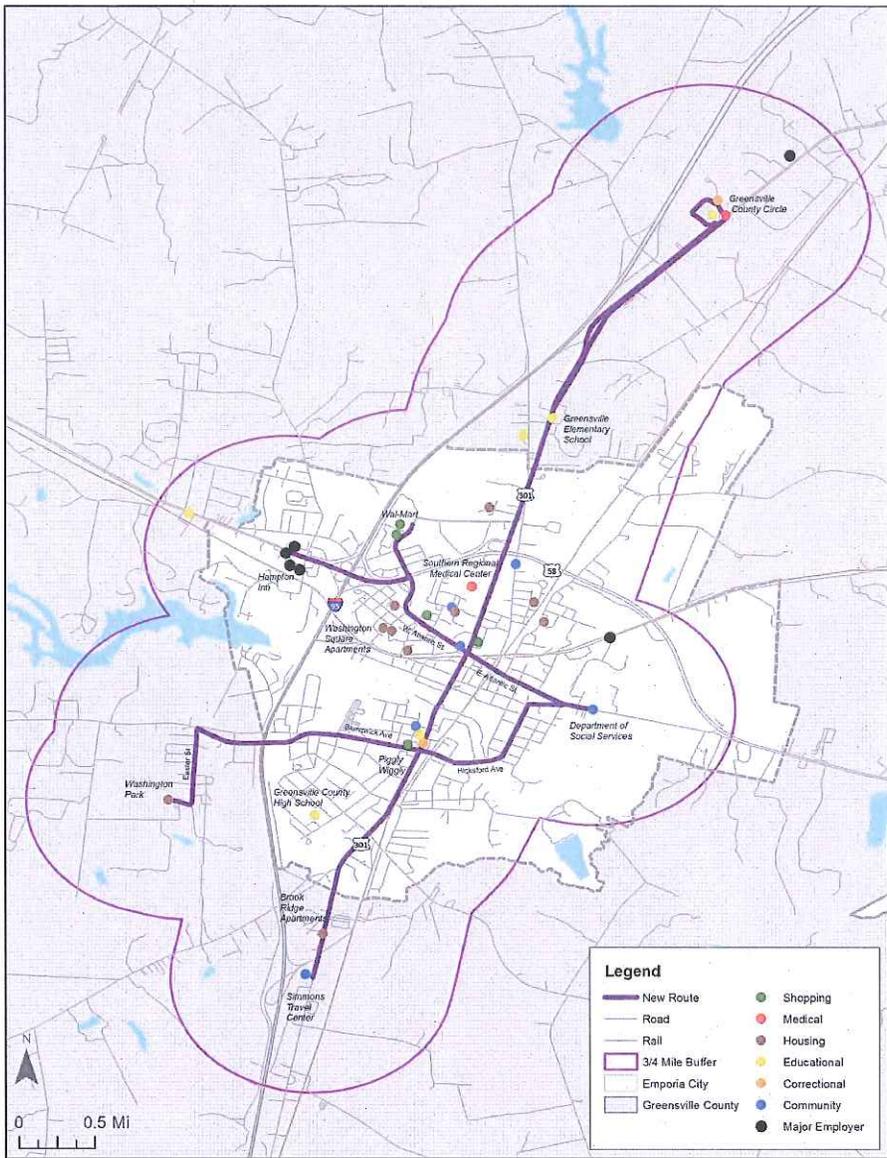
Days and Hours of Service

Service is planned to operate Monday through Friday from 7:00 a.m. to 6:00 p.m. Additional evening service is planned Monday through Thursday from 6:00 p.m. to 9:00 p.m. to accommodate the needs of riders who attend classes at the Southern Virginia Education Center. Once the service has been implemented, these hours may be adjusted to reflect the actual demand for service.

Frequency

The goal for the circulator is to provide hourly service. An hourly schedule is user-friendly, as riders need only remember a few time points (for example, 0:15 after the hour at Walmart). This may be a challenge with the length of the route. Final timing by the implementation staff will dictate if a longer headway will be required.

Figure 5-1: Proposed Greenville-Emporia Transit (GET) Circulator



Fares

The recommended fare is \$1.00 per trip. The county and local partners should also consider a higher fare for route deviations. Up to \$2.00 would be permitted under the ADA, but that may be too high for passengers with disabilities to pay.

Targeted Riders

The Greenville Emporia Transit Circulator (GET) will be open to the public, including all segments of the local community. The chosen route is within a few blocks of several housing areas that are home to people likely to need transit services (several multi-family complexes), and includes the major likely transit destinations (shopping, medical, education, employment, and government service). The chosen route is expected to be convenient for CSB and DSS clients who need transportation to work, training, and program activities.

Estimated Ridership

Using data compiled from other deviated fixed route transit circulator programs in Virginia, ridership is estimated to be about 14,850 per year. This estimate is based on average route productivity of between four and five passenger trips per revenue hour (at 3,300 revenue hours). This figure is higher than BABS and lower than Suffolk and PAT, reflecting the relative population densities.

Estimated Performance Data

It is estimated that the service will provide 4.5 passenger trips per revenue hour. If this productivity is achieved, the resulting fully-allocated cost per trip will be \$8.75. The fully allocated operating costs include all administrative and direct operating expenses. The fully allocated operating cost per hour is estimated to be \$39.39 per hour. These preliminary cost figures are based on the estimated operating budget, estimated ridership, and planned number of service hours.

Longer Term

In the longer term, it is estimated that demand for transit in the community will grow once service is established. If the experience in the Emporia-Greenville region is similar to other Virginia transit programs, it is probable that a second vehicle will be needed in the future for ADA paratransit and that there may be a need to expand to offer rural services. Saturday services may also be needed. During the public meeting held to discuss the potential service, there was particular concern expressed regarding the need to provide service for the more rural

areas. Service to Jarratt, other areas of Greenville County and potentially Sussex County may be considered for future service expansions.

In addition, there are other transit planning initiatives occurring in the broader region, including a potential intercity bus route to connect to Petersburg, and a Southern Virginia Higher Education transit feasibility study that is about to be initiated. If these efforts result in service implementation, it will be important for the GET service to connect to any new regional services.

CAPITAL PLAN

Near Term

Vehicles

Greenville County will apply for funding from DRPT to purchase two 14-passenger, lift-equipped, body-on-chassis vehicles. Two vehicles are recommended so that a spare vehicle is available, and to preserve the life span of the fleet. An example of the recommended vehicle type is shown in Figure 5-2. There are many options, such as fare boxes, security cameras, and bike racks available for these vehicles. These options can be chosen during the vehicle ordering process, based on need and available funding. Some of the most important options are discussed below.

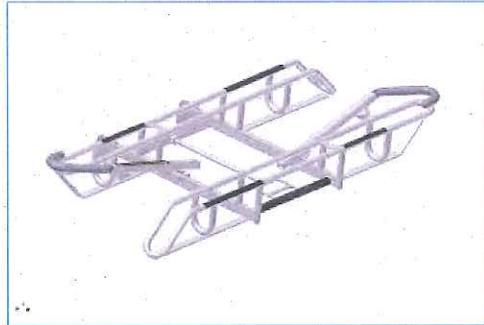
Figure 5-2: Accessible Small Transit Vehicle with Bike Rack



Bike Racks

It is recommended that the vehicles be equipped with bicycle racks. The use of bike racks can greatly expand the service area of the transit program by allowing people to use a bicycle to access the route. The type of bicycle rack commonly used in the transit industry is shown in Figure 5-3. These types of racks are front-mounted and can be used on a variety of transit vehicles.

Figure 5-3: Two-Position Bicycle Rack for Transit Vehicles



Fareboxes

For the initial service, simple mechanical “drop” box fareboxes are recommended. An example is shown in Figure 5-4.

Figure 5-4: Mechanical Farebox



Child Safety Seats

The current state contract for ordering vehicles has an option for child restraint systems that are integrated into the seats. A few of these seat options will be needed for the Greenville-Emporia vehicles. These options add about \$1,000 for each seat and have been considered within the vehicle price estimate.

Surveillance Cameras

Security cameras are an option for these vehicles. Depending upon how many cameras are chosen per vehicle, the cost for this option is likely to range from \$2,400 to \$3,400 per vehicle. Security cameras are used in transit vehicles to help deter crime, as well as to investigate passenger and traffic incidents.

Communication System

Greenville County has a two-way radio system in place. If the county operates the service, it is recommended that the transit program use a two-way radio system for communications. If the system is contractor-operated, some arrangement may be possible to use the county system.

Shelters and Seating

It is recommended that passenger waiting shelters with seating be provided at key locations along the route where other shelter is not available. The county and its partners should plan for between five and ten shelters to be implemented over the course of a few years, once the route and the associated ridership habits are established. Shelters are not included in the first year capital budget but should be part of the second year budget.

Bus Stop Signs

During the implementation of the route, the program staff should determine the specific bus stop locations, taking into account passenger convenience and safety. With a 20 mile route, it is estimated that there will be between 25 and 40 bus stops (one every ¼ mile in the more dense commercial areas and at logical locations near origins/destinations elsewhere). For the purpose of estimating capital costs, we will assume that 30 bus stop signs will be needed.

Longer Term

Longer term capital needs will likely include additional signs, shelters and seating. Vehicle replacement will need to be programmed, and if demand warrants, additional expansion

vehicles. Small transit vehicles have a life span of between five and seven years, depending upon the annual mileage, the maintenance provided, and the specific vehicle make.

FINANCIAL PLAN

Near Term

In order to develop an operating cost estimate, a budget was developed for the program using Greenville County staff expenses as a baseline. This preliminary budget will provide a basis to help determine if it will be more cost effective for the county to operate the program, or if a contractor can operate the program for less money, while still providing safe, high quality transit service.

The estimated annual operating cost for the Greenville-Emporia Circulator (GET) is \$ 129,997. This cost estimate is inclusive, taking into account all of the costs associated with operations, including staff, fuel, maintenance, insurance, and marketing. This budget assumes that the program would operate out of the Greenville County complex. The proposed first year operating budget is provided in Table 5-1.

The county, in partnership with the City of Emporia, plans to apply to DRPT to secure grant funding to help implement the GET program. Local funding for the service is proposed to come from fares, the Greenville-Emporia Department of Social Services, the Community Services Board, Southside Virginia Community College, Greenville County, and the City of Emporia. Additional partners will be solicited once the program is operational. Some potential local grant-making organizations include Dominion Power, the Greenville Memorial Foundation, and the Improvement Association.

Table 5-1: Proposed Operating Budget

Expense Category	Amount
Salaries and Wages	
Program Manager	\$ 6,000
Administrative Assistant	\$ 2,576
Daily Operations Manager	\$ 15,000
Drivers	\$ 41,250
Subtotal	\$ 64,826
Fringe Benefits	\$19,448
Total Salaries, Wages, Fringe	\$84,274
Other Operating Expenses	
Education & Training	\$1,200
Dues & Association Memberships (1)	\$125
Motor Fuels and Lubricants	\$14,000
Vehicle Maintenance and Repairs	\$8,580
Cleaning Supplies	\$350
Office Supplies	\$200
Other Operating Supplies and Materials	\$200
Travel	\$800
Communication Services	\$1,500
Printing and Reproduction	\$2,000
Advertising and Promotion Media	\$1,000
Drug Testing	\$450
Vehicle Insurance	\$3,500
Subtotal, Other Operating Expenses	\$33,905
Indirect Costs (10%) (2)	\$11,818
Total Operating Budget	\$129,997

(1) Dues for the Community Transportation Association of Virginia

(2) For county services such as human resources, finance, and procurement

This budget is for planning purposes to determine a baseline cost. An RFP process will determine if the county or another entity will operate the service.

The proposed funding sources to offset these operating expenses are provided in Table 5-2. If additional funding partners participate in the program, the county and city portions could decrease.

Table 5-2: Proposed Operating Funding Sources

Proposed Revenue and Funding Sources	Amount
Fares	\$ 9,700
Net Deficit	\$ 120,297
Federal S5311	\$ 60,148
DRPT	\$ 19,247
Subtotal	\$ 79,396
Local:	
Greensville-Emporia Social Services	\$ 25,000
Community Services Board	\$ 10,000
Southside Virginia Community College	\$ 10,000
Greensville County	\$ 2,801
City of Emporia	\$ 2,800
Subtotal	\$ 50,601
Total	\$ 129,997

The start-up capital expenses are estimated to be \$ 145,500.

The capital budget is provided in Table 5-3.

Table 5-3: Start-up Capital Budget

Expenses	Amount
Vehicles	
2 - 14 passenger lift-equipped body-on-chassis	\$ 140,000
2 Fareboxes - included in vehicle price as options	\$ -
2 Bike Racks - included in vehicle price as options	\$ -
Communications System	\$ 2,500
Bus Stop Signs (30)	\$ 3,000
Total	\$ 145,500
Estimated Capital Funding Sources	
Federal S5311 (80%)	\$ 116,400
DRPT (16%) (1)	\$ 23,280
Local, Greenville County	\$ 5,820
Total	\$ 145,500

(1) Beginning in FY19, DRPT will not be participating in non-vehicle capital expenditures. DRPT anticipates continued 16% involvement in vehicle purchases.

Longer Term

After the initial implementation period, it is likely that transit demand within the community will grow as people learn about the service. As demand grows, the financial requirements of the system will increase as well.

EFFECT ON LOCAL TAXICAB OPERATORS/ RELATIONSHIP BETWEEN SYSTEMS

A major concern that was discussed at length during the public meeting held to discuss this plan was the effect that a new public transit program may have on existing private taxicab operators in the City of Emporia. The taxicab owners who attended the meeting voiced concerns that their business will be reduced if public transportation service is implemented.

While the implementation of the Greenville-Emporia Circulator will have some impact on local taxicab companies, there are a number of possible scenarios to consider. There are numerous examples of cities and towns in Southern Virginia that support both public transportation and taxicab operations.

Potential Contract Opportunities

There may be opportunities for local taxicab operators to access federal and state transit subsidies through the development of public transportation in the region, either through contracts for service or user-side subsidies. For example, if Greenville County and its partners are successful in accessing grant funding to implement service, an RFP process is going to be conducted to choose an operator. A local taxi operator could prepare a proposal to operate the service. If a taxi operator's proposal is responsive and cost-effective, a taxicab operator could be chosen as the operator of the circulator. There are resources through the Taxicab, Limousine, and Paratransit Association (TLPA)(<https://tlpa.org>) that may assist taxi companies compete for public transit contracts. There is also a Virginia Taxicab Association that may be assistance.

User-Side Subsidies

Another way in which taxicab operators could benefit from federal transit subsidies in the region would be through the implementation of a user-side subsidy program. These programs are often used to provide subsidized transportation for specific groups (i.e., seniors, and people with disabilities). For these programs, eligible passengers buy trip vouchers at a reduced rate from the transit agency. Passengers may then call a participating taxicab provider to reserve a ride and pay for it with the voucher. A passenger could buy a \$12.00 voucher for \$6.00, with federal and state subsidies providing the other \$6.00. The taxicab company then redeems the full value of the voucher from the transit agency. These programs are often in place for weekends, evenings, or for rural trips that cannot be easily grouped by the transit agency. The federal Section 5310 program (for seniors and people with disabilities) can be used for these types of programs. This type of program could be considered for future implementation, perhaps as a way to provide cost-effective service for high need populations who live in the more rural parts of the region.

Additional Trip Making

There are several community stakeholders who work with families living in poverty in Emporia and Greenville County that indicated that their clients cannot currently afford taxi fares and they rely on friends and family for rides. The trips made by this set of riders on public transit would be new trips, rather than trips diverted from taxicabs.

Existing Contract Services

One of the local taxicab companies, Halifax Cab, has a contract with Logisticare to provide Medicaid transportation. A majority of the high value trips would likely continue to be provided by Halifax Cab through this contract, as the trips include dialysis transportation that

is better suited for one-on-one service, as well as long distance trips, trips to the rural areas, and trips that originate prior to the proposed 7:00 a.m. start time.

Complementary Services

Public transportation services and taxicab services provide a number of complementary services, including:

- Trip- making where one leg of the trip is taken by public transportation and the other leg is provided by a taxicab. This situation may occur in the context of riders traveling to grocery stores, where they want a direct trip home when they have packages. This situation also occurs when riders take public transit to appointments and do not want to wait on the bus for the trip back. Riders may increase their trip-making if one leg of the trip is less expensive.
- Trips that use both public transit and taxis to reduce the rider's total out-of- pocket cost. For example, a rider may use transit to get to the Greenville County Complex, and then call a cab to get the rest of the way home if he lives in rural Greenville County. A rider may also use public transportation to get to a location at 5 p.m., and then need a ride home after the bus has stopped running for the day. As with the previous example, stretching a rider's trip-making budget may allow for additional trips to be made.

Regional Experience

Currently in Southern Virginia, there are a number of cities and towns that support both public transportation and taxicab services. Some examples are provided below:

- Colonial Heights
- Danville
- Farmville
- Fort Lee
- Hopewell
- Petersburg
- South Hill
- South Boston
- Suffolk

IMPLEMENTATION PLAN

Grant Application

The first step toward implementation is for the county to apply to DRPT for grant assistance under the S.5311 program. The FY2017 grant application is due to DRPT in early February 2016, with funds available July 1, 2016. When DRPT notifies the county as to the level of funding available, the county can then determine whether or not it can proceed with implementation in FY2017, based on local financial constraints.

Proposed funding amounts from the primary local funding sources are included in the preliminary operating budget. Commitments for these funding amounts will need to be sought.

RFP Preparation and Proposal Evaluation

Once the county is notified concerning the availability of grant funding, a request for proposals (RFP) will be prepared. The purpose of the RFP process is two-fold: 1) to provide the private sector and existing agency transportation programs the opportunity to provide the circulator services under contract to the county; 2) to ensure that public transportation services are provided in the most cost effective manner possible.

Once the proposals have been evaluated by the county, in consultation with the city and local stakeholders, the program can move forward with either a contract operator or in-house operation by the county.

Vehicle Selection and Order

Once the grant has been approved, Greenville County can proceed with vehicle selection. Given the myriad of federal procurement regulations, it is recommended that Greenville County purchase vehicles via the DRPT contract. DRPT's vehicle procurement process meets federal and state procurement regulations.

Final Route and Schedule Development

It is recommended that the county staff, in consultation with the City of Emporia, work to finalize the route and schedule, based on safety and operational constraints. Once the route and schedule are finalized, the service can be formally announced and marketed. Discussions with private land owners concerning bus stops and amenities will also be needed, along with specific sighting of bus stops.

Deviated Fixed Route Policies – Compliance with the Americans with Disabilities Act (ADA)

During the final development of the route and schedule, Greenville County should set the policies for route deviations and make sure the call-taker is trained properly. The deviation policies will need to address the following:

- The ¼ mile area within which deviations are permitted.
- The process the county will use to decide whether or not a person is eligible for a deviation, based on their ability to access a stop that is along the route.
- The fare – will there be an additional charge for deviations? (It can be up to twice the fixed route fare.)
- Policies with regard to when the rider will need to be ready and what level of assistance the driver will provide.

These policies will need to follow the Americans with Disabilities Act. There are several community transportation programs in Virginia that use deviated fixed routes and the county may want to consult with the policies used by peer systems.

Naming and Marketing

A preliminary name for the service is the Greenville Emporia Transit Circulator (GET). If this name is not desired by stakeholders, the county may wish to hold a contest to name the route. Naming contests are frequently used for small circulator routes, as they often lend themselves to creative names of local interest. A naming contest is a good way to start getting the word out about the service. A logo and color scheme will need to be developed. Once the route is named, a start-up route and schedule can be printed for distribution and web posting. The printed schedules should be distributed to all major origins and destinations along the route and press releases should be prepared detailing the start of service. A ribbon-cutting should be held to celebrate the start of service and generate additional press about the service.

Driver Hiring and Training

Under either the contractor or in-house model, driver hiring and training will need to be conducted prior to the start of service. Given the estimate of 3,300 annual revenue service hours, the service provider should plan for approximately 4,125 pay hours. Assuming part-time drivers, it is estimated that three to four drivers will be needed, depending upon the schedules of the selected drivers. A CDL is recommended (and required if the vehicles chosen seat 16 passengers or more). A drug and alcohol testing and training program will also be required. A sample job description for a vehicle operator is provided in Appendix B.

Staff Development

If the county operates the service, rather than a contractor, the staff members involved with the program will need to become familiar with the recommended plan, as well as learning more about the specific requirements that accompany the use of federal and state transit funding. Membership in the Community Transportation Association of Virginia (CTAV) has been included in the budget, so that Greenville County staff can reach out to peer transit providers in Virginia for technical assistance.

Data Collection - Ridership and Revenue Reporting Methodology

Public transportation programs that are supported through DRPT are required to document agency policies for collecting, processing, verifying, storing and reporting ridership and revenue service data. DRPT has endorsed the development of electronic mechanisms to collect, record, and store these data, but recognizes that for small transit programs manual methods of collection, with data entry into a spreadsheet program, may be more feasible for the foreseeable future. Current methods of electronic data collection, via registering fareboxes and/or automatic passenger counters, are likely too expensive and staff-intensive for many small transit programs. This section describes a basic manual method that the new program could use for these tasks.

Driver's Log

To collect the basic revenue service information (revenue miles, revenue hours, and passenger trips), it is suggested that the program develop a log that includes the following basic information:

- Driver name, date, vehicle number, shift, route
- Beginning Mileage
- Ending Mileage
- Start Time
- End Time
- Passenger count – drivers can record ridership directly on the log, or use a simple click-counter to record the number of boardings to generate the passenger count. The driver can transfer the information from the click-counter to the log at the end of the shift. Data regarding the number of different types of passengers are also typically collected (i.e., wheelchair, bicycle, child, senior citizen, or other discounted category).

This log can also be used as a driver's manifest for route deviations that are scheduled for the shift. Some programs also include the pre-trip inspection sheet on the log, while others have a separate pre-trip inspection form.

At the end of each shift, the driver will turn in their log and bring in the farebox for secure storage. It is recommended that the information from the log be entered into an electronic data collection spreadsheet/database each day, so that any anomalies can be corrected right away. The fares should also be counted (with two people present) and recorded. The county or the contractor will need to develop a procedure for counting, storing, and depositing the fare revenue.

Data Compilation and Review

Once the data has been entered into a spreadsheet, it can be compiled for reporting purposes. It is important that the county and/or the contractor review these data for accuracy. Given the initial relatively simple service design, mileage or time errors should be readily apparent. It is important that the data be reviewed locally, prior to entry into OLGA, which is DRPT's data reporting system.

Financial Data

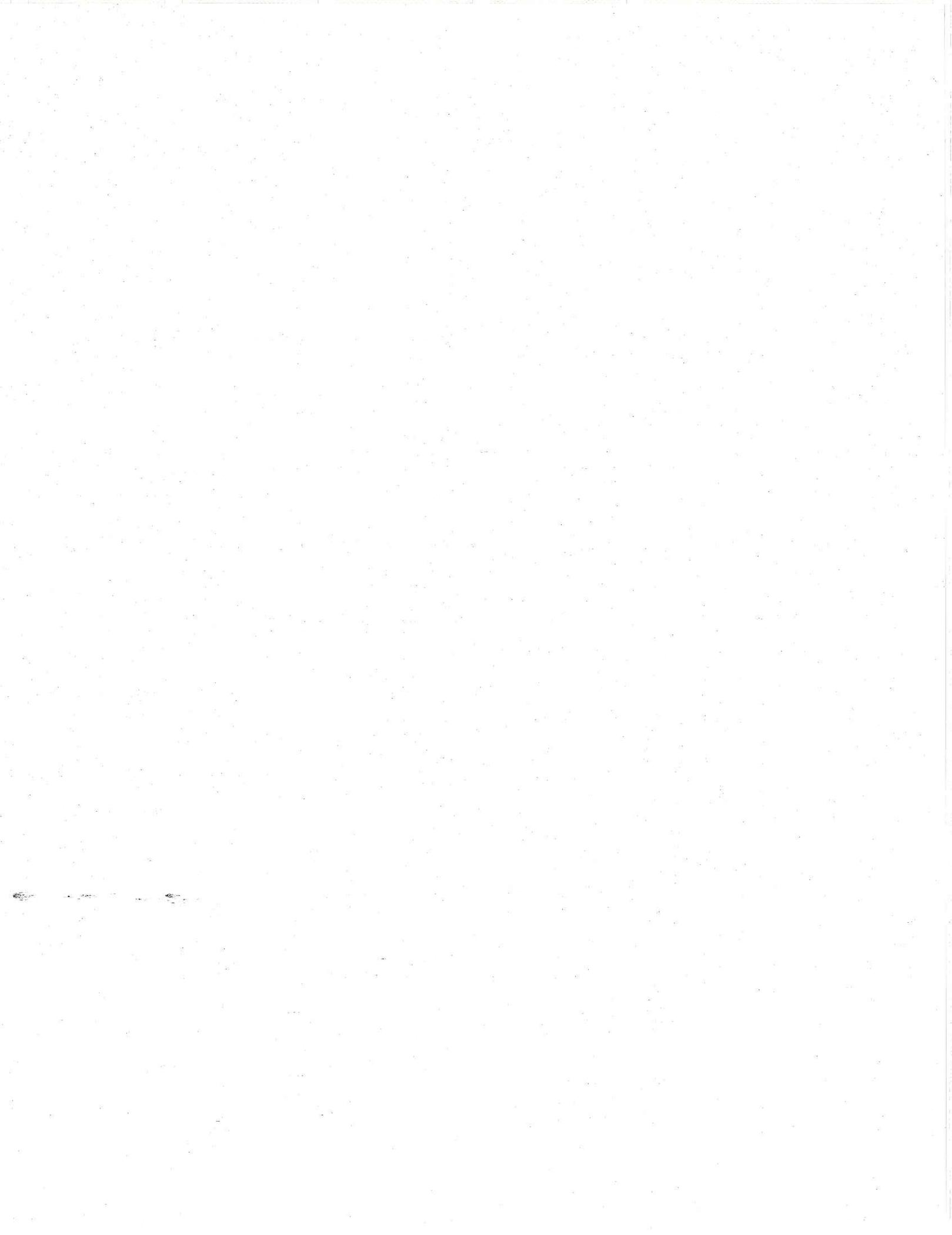
It is assumed that the county currently has financial software in place. Costs attributed to the operation of the program should be allocated using the appropriate accounting codes. Fare revenue should also be recorded within the financial software. The county's annual audit process should ensure that the financial data are correct.

Grant Compliance and Monitoring Activities

Once the program has been implemented, Greenville County will be responsible for ensuring that the program complies with the grant requirements in a number of areas. These areas include:

- Organizational Management
- Project Management and Grant Administration
- Financial Management
- Asset Management
- Procurement
- Personnel
- Operations and Service
- Planning and Coordination
- Title VI Compliance

Appendix A: Likely Transit Origins and Destinations



Name	Address	City	Zip
Educational			
Belfield Elementary School	515 Belfield Road	Emporia	23847
Edward W. Wyatt Middle School	206 Stages Lake Road	Emporia	23847
Greensville County High School	403 Harding Street	Emporia	23847
Richardson Memorial Library	100 Spring St	Emporia	23847
Southside Virginia Education Center	1300 Greensville County Cr.	Emporia	23847
Sussex Central High School	21302 Sussex Drive	Sussex	23884
Sussex Central Middle School	21356 Sussex Drive	Sussex	23884
Medical			
Greensville/ Emporia Health Department	140 Uriah Branch Way	Emporia	23847
Jackson-Feild Homes	546 Walnut Grove Dr.	Jarratt	23867
Southern Regional Medical Center	727 North Main St.	Emporia	23847
Sussex County Health Department	20103 Princeton Rd	Sussex	23884
Waverly Medical Center	344 W. Main Street	Waverly	23890
Community			
Boys and Girls Club of Emporia	105 School Street	Emporia	23847
District 19 Community Service Board	1101 Greensville County Cr.	Emporia	23847
Emporia-Greensville Senior Citizens Center	106 W. Atlantic St	Emporia	23847
Greensville/ Emporia Department of Social Services	1748 E. Atlantic St	Emporia	23847
Jarratt Senior Citizens Center	114 N. Halifax St.	Jarratt	23867
Sussex County Social Services	20103 Princeton Rd	Stony Creek	23882
Virginia Employment Commission	Greensville County Circle	Emporia	23847
YMCA	212 Weaver Avenue	Emporia	23847

Correctional			
Greensville Correctional Center	901 Correction Way	Jarratt	23807
Greensville County Courthouse	337 South Main St.	Emporia	23847
Sussex County Court	15088 Courthouse Road	Sussex	23884
Southside Regional Jail	244 Uriah Branch Way	Emporia	23847
Sussex State Prison	24414 Musselwhite Rd	Waverly	23891
Housing			
Belford Commons	425 Washington St.	Emporia	23847
Birch Island Apartments	10322 Penny Ln	Wakefield	23888
Brookridge Apartments	1325 Skippers Rd	Emporia	23847
Carriage Run Apartments	240 Carriage Run Ct	Emporia	23847
Covington Court Apartments	900 Covington Ct	Waverly	23890
Jarratt Village Apartments	23166 Bellwood Ct	Jarratt	23867
Marvin Gardens Apartments	600 Maryland Ave.	Emporia	23847
Northwoods Village	300 Bethune Square	Emporia	23847
Nottoway River Commons	23166 Bellwood Ct	Jarratt	23867
Reese Village	311 Bond Court	Emporia	23847
Trinity Woods	200 Second Street	Emporia	23847
Washington Square Apartments	501 Washington St	Emporia	23847
Waverly Village	600 Amherst Ln	Waverly	23890
Weaver Manor	216 Meherrin Ln	Emporia	23847
Major Shopping			
Belford Marketplace Shopping Center (Food Lion)	216 Market Dr	Emporia	23847
Emporia Shopping Center	622 Main Street	Emporia	23847
Great Valu	608 S County Drive	Wakefield	23888
Piggly Wiggly	338 School Street	Emporia	23847
Southside Square Shopping Center		Emporia	23847
Wal-Mart	303 Market Dr.	Emporia	23847
Major Employers			
Armor Correctional Health	901 Correction Way	Jarratt	23807
Beach Mold and Tool of Virginia	300 Industrial Park Way	Emporia	23847
Boar's Head Provisions Company	2230 Wyatts Mill Rd	Jarratt	23867
Davis Oil	11042 Blue Star Highway	Stony Creek	
Georgia Pacific	634 Davis St	Emporia	23847

Greenville Correctional Center	901 Correction Way	Jarratt	23807
	1781 Greenville County		
Greenville County	Orde	Emporia	23847
Iluka Resources	16474 Walkers Mill Rd.	Stony Creek	23882
Iluka Resources	12472 Saint John Church Rd	Stony Creek	23882
Jackson Feild Homes	546 Walnut Grove Dr.	Jarratt	23867
Murphy Brown	27404 Cabin Point Rd	Waverly	23890
Oran Safety Glass	48 Industrial Parkway	Emporia	23847
Southside Regional Jail	244 Uriah Branch Way	Emporia	23847
Steelfab	1510 Reese Street	Emporia	23847
Sussex County	15080 Courthouse Road	Sussex	23884
Virginia Diner	408 County Diner N	Wakefield	23888
Western Express	2296 Sussex Drive	Emporia	23847

Appendix B: Vehicle Operator Job Description

Transit Vehicle Operator – Sample Job Description

Nature of Work

Performs responsible work in the operation of a transit vehicle on an assigned route.

Essential Job Functions

- Provides passengers with safe and efficient transit service; drives a passenger or paratransit bus; collects fares and passes; operates transit equipment and technology; assists elderly and handicapped passengers and operates wheelchair lift as needed.
- Provides information to passengers including bus schedules and routes, and general county and city information; assists passengers in determining how to get to desired destination.
- Ensures passenger safety by enforcing rules of conduct and operation; checks vehicle for and reports lost items.
- Performs visual inspection and operational safety check of assigned vehicle daily; keeps alert for mechanical or other equipment problems requiring attention; reports repair needs; reports traffic hazards, accidents, and other conditions requiring attention.
- Completes daily report forms including mileage, passengers, mechanical defects, and necessary supplies; delivers fare box to Operations Office for revenue accountability as required.
- Makes provision for routine daily maintenance and cleanliness of vehicles, bus shelters, and other county property as required.
- Performs other duties as assigned.

Job Preparation Needed

- Any combination of education and experience equivalent to a high school diploma, and some of experience operating a passenger bus.
- Must possess, or obtain within 90 days of hire, a valid Virginia Class B Commercial Driver's License with passenger endorsement and have an acceptable driving record based on Greenville County's criteria.
- Considerable knowledge of the operation and maintenance requirements of passenger buses or similar automotive equipment; traffic laws and regulations applicable to equipment operation; hazards of equipment operation and of appropriate safety precautions; some knowledge of the geography of the county and the city; knowledge of principles and processes for providing customer service including setting and meeting quality standards for services, and evaluation of customer satisfaction.
- Skill in the operation of assigned equipment.

- Ability to operate assigned equipment in a safe manner and to adhere to time schedules; deal with the public in a courteous and tactful manner; follow oral and written instructions; establish and maintain effective working relationships with others.

Performance

All employees are expected to work effectively and ethically with citizens and with each other to meet the needs of the community and the organization. Employees are expected to demonstrate work behaviors that model the county's values and further the county's mission.

Post Offer Requirements

- CDL previous drug testing check
- Driving record check
- Drug test
- Physical exam
- State and or national criminal/sex offender record check

Introductory Period 6 months

Post Hire Requirements

- Must maintain a valid Virginia Class B Commercial Driver's License with passenger endorsement and have an acceptable driving record.

Job Locations and Conditions

- Must be able to work a flexible schedule, including some nights and weekends; requires reliable and consistent attendance and punctuality.
- Performs work safely in accordance with department safety procedures; operates equipment safely and reports any unsafe work condition or practice to supervisor.
- May be required to report to work to serve customers during emergency conditions; may be assigned to report at a different time and location and to perform different duties as necessary.

RESOLUTION # 16-106
DETERMINATION TO PROCURE GOODS AND NONPROFESSIONAL SERVICES
BY COMPETITIVE
NEGOTIATION FOR PROCUREMENT OF FINANCIAL PLANNING SERVICES

WHEREAS, Virginia Code Section 2.2-4303.C requires that when goods and nonprofessional services are to be procured by competitive negotiation, rather than by competitive sealed bidding, the governing body shall adopt a resolution declaring its intent to procure by competitive negotiation, and stating the reasons therefore; and

WHEREAS, Greensville County, ("County"), wishes to request proposals for Financial Planning Services; and

WHEREAS, the financial outlook shall cover a five year period for planning purposes of the County; and

WHEREAS, the County has determined that procurement of said services by competitive sealed bidding is neither practicable nor fiscally advantageous to the County's customers; and

WHEREAS, the County has determined that the best interests of the County's citizens would be served by procurement of said services by competitive negotiation to afford consultants some flexibility in making proposals, and enable the County Staff to evaluate the proposals regarding financial planning services to be procured.

NOW THEREFORE, BE IT RESOLVED, that the County has determined that procurement of Financial Planning Services by competitive sealed bidding is neither practicable nor fiscally advantageous to the County's citizens, and that the said services should therefore be procured by competitive negotiation.

Peggy R. Wiley, Chairman
Greensville County Board of Supervisors

ATTEST:

Denise A. Banks-Chatman, Clerk
Greensville County Board of Supervisors

Adopted this 16th day of February, 2016.

**RESOLUTION #16-107 OF THE BOARD OF SUPERVISORS OF THE
COUNTY OF GREENSVILLE, VIRGINIA DECLARING INTENT TO
REIMBURSE PROJECT EXPENDITURES WITH BOND PROCEEDS**

WHEREAS, the County of Greensville, Virginia (the "County") has included in its capital improvement program the undertaking, construction, renovation, improvement and equipping of the Greensville County Courthouse, including but not limited to an addition to the main entrance of such facility to enhance security measures (the "Project");

WHEREAS, the County intends to issue, or to provide for the issuance through the Industrial Development Authority of Greensville County, Virginia of, one or more series of bonds in an aggregate principal amount not to exceed \$1,500,000 (the "Bonds") to finance all or a portion of the cost of the Project;

WHEREAS, the Internal Revenue Code of 1986, as amended, and Treasury Regulations Section 1.150-2 thereunder, provide that proceeds of tax-exempt obligations may be used to reimburse a previously paid expenditure provided that certain criteria are met; and

WHEREAS, the County has paid and intends to pay certain expenditures with respect to the Project prior to the issuance of Bonds to finance the Project and to receive reimbursement for such expenditures from proceeds of the Bonds;

**NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS
OF THE COUNTY OF GREENSVILLE, VIRGINIA AS FOLLOWS:**

1. The County intends to issue or to cause the issuance of Bonds to pay all or part of the costs of the Project, together with other available funds.
2. The County intends to receive reimbursement from proceeds of the Bonds, when issued, for expenditures made not more than 60 days prior to the date of this Resolution related to the Project that are paid prior to such issuance.
3. Each expenditure reimbursed with proceeds of the Bonds will be, unless otherwise approved by the County's bond counsel, either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the expenditure), (b) a cost of issuance with respect to the Bonds, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the County so long as such grant does not impose any obligation or condition to repay any amount to or for the benefit of the County.
4. The County intends to make a reimbursement allocation, which is a written allocation that evidences the County's use of proceeds of the Bonds to reimburse an expenditure, no later than 18 months after the later of the date on which the expenditure is paid or the Project

is placed in service or abandoned (but in no event more than three years after the date on which the expenditure is paid).

5. The County recognizes that exceptions are available under the applicable Treasury Regulations which also may permit reimbursement for certain (a) preliminary expenditures incurred prior to commencement of construction, (b) expenditures in an amount not in excess of the lesser of \$100,000 or five percent of the proceeds of the Bonds, and (c) expenditures for long-term construction projects of at least five years duration.

6. The County intends that adoption of this Resolution shall constitute "official intent" within the meaning of Treasury Regulations Section 1.150-2.

7. This Resolution shall be effective immediately.

CERTIFICATE

The undersigned Clerk of the Board of Supervisors of the County of Greenville, Virginia, does hereby certify that the foregoing constitutes a true and correct extract from the minutes of a meeting of the Board of Supervisors held on February 16, 2016, and of the whole thereof so far as applicable to the matters referred to in such extract. I hereby further certify that such meeting was a regularly scheduled meeting and that, during the consideration of the foregoing Resolution, a quorum was present. The vote of the members of the Board of Supervisors upon the foregoing Resolution was as follows:

<u>Member</u>	<u>Present/Absent</u>	<u>Vote</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

WITNESS MY HAND and the seal of the County of Greenville, Virginia, this ____ day of February, 2016.

K. David Whittington, Clerk
Board of Supervisors
County of Greenville, Virginia

COUNTY OF GREENSVILLE

TO: Honorable Board of Supervisors
FROM: Katherine Howerton, GIS Specialist *KHH*
SUBJECT: Access to Real Estate Records by the Public
DATE: February, 11, 2016

The County's GIS website was activated in 2006 with two (2) options for viewing information:

- #1 The "Public" site with the ability of the general public reviewing limited property owner information. (Map Pin, GPIN, street address, mailing address, city, state, zip).
- #2 The Subscriber or "user" site with the ability to review the Commissioner of the Revenue's property card with basic information limited to the Board's restrictions.
* (Map Pin, GPIN, street address, mailing address, city, state, zip. PLUS: Owner name, zoning designation, parcel description, sales information, building information, utility information, and current assessment information).

During the last 10 years consumers (realtors, bankers, insurance companies, consultants) who required multiple areas of property research (digital data & property data) were required to request this information from the GIS Department and The Commissioner of The Revenue. The GIS Department sold digital data directly to consumers at \$10.00 per layer. The Commissioner of the Revenue directed consumers to Stonewall Technologies for purchase of the property owner data.

Looking back over the last two (2) years the GIS department has sold 3 digital data layers to the consumer (\$30.00) and Sixteen (16) to consultants (working on the county's behalf) or State department requests (at no cost).

Therefore, the GIS Department is requesting free downloads of the county's digital data.

In compliance with State Law, we are requesting "Full CAMA Disclosure" stating that Tax Property Owner information is "Public Information" . No user name/password necessary to view this information.**

* The Board of Supervisors offered its citizens an "opt out" option; there are about 200 property owners on that list.

** FULL CAMA DISCLOSURE

Entire card(s)

All past property owners

All past county appraisals

Pictures of buildings (most current)

Sketch up

Plat

Deed

Zoning case number(s) if any

**CONTRACT BETWEEN
GREENSVILLE COUNTY, VIRGINIA
AND
BAXTER BAILEY & ASSOCIATES**

**RE: PRELIMINARY ARCHITECTURAL REPORT – CHILD CARE CENTER FOR
COUNTY OF GREENSVILLE AND CITY OF EMPORIA, VIRGINIA**

THIS CONTRACT is made and entered into this 16th day of February 2016, by and between **GREENSVILLE COUNTY, VIRGINIA** (hereinafter “County”), a body politic and corporate and a political subdivision of the Commonwealth of Virginia, and **BAXTER BAILEY & ASSOCIATES** (“BB&A”).

WITNESSETH: That for and in consideration of the mutual and reciprocal benefits inuring to the parties hereunder, and in further consideration of the duties imposed upon the parties hereby, BB&A hereby contracts to afford to County the services herein described, and County hereby contracts to pay BB&A for such services, upon the following terms and conditions.

1. **DUTIES OF BB&A:** BB&A shall complete all work set forth and described in its Proposal dated September 17, 2015 (“Proposal”), in connection with a Child Care Center for the County of Greensville and the City of Emporia, Virginia (“Project”). A copy of the Proposal is attached hereto as “Exhibit A” and is incorporated herein by reference. BB&A shall provide any and all services set forth in its Proposal for the orderly development and successful completion of the Project in a timely manner. BB&A shall commence, carry on, and complete the Project with all dispatch in a sound, economical, and efficient manner, in accordance with the provisions hereof and all applicable laws. In completing the Project, BB&A shall take reasonable professional precautions to ensure that the work involved is properly coordinated with any related work being carried on by County or by other County employees, consultants, representatives, or other regulatory agencies. BB&A shall meet the highest standards of its profession in performing all services under this contract.
2. **COMPLETION DATE:** Execution hereof by County shall provide constitute its “Notice to Proceed” to BB&A. BB&A shall forthwith commence performance hereunder and shall thereafter continue the Project without interruption until complete. BB&A shall complete all Project work by April 22, 2016. BB&A acknowledges that time is of the essence in completion of the Project.
3. **COMPENSATION AND PAYMENT TO BB&A:** BB&A shall be compensated at the hourly rates, and other charges, as agreed. BB&A covenants and agrees that the total charged by it for the Project shall in no event exceed the sum of Eighteen thousand dollars (\$18,000) for the Project. BB&A shall submit monthly invoices to County for Project work completed. All such monthly invoices shall be submitted to County at the mailing address, or email address, hereinbelow provided for County. Any invoice received by the County on or before the last day of the month will be paid by County on or before the last day of the following month, on the condition that County approves and accepts the services identified in the invoice. In the event of dispute between the parties as to the services provided by BB&A, or whether any such services were provided in compliance with requirements of this contract,

the due date of payment from County shall be executed by the time required to resolve such dispute.

4. **NOTICES TO BB&A:** Notices from County to BB&A shall be deemed effective if sent via first class U.S. Mail, and also via email, to BB&A, as follows:

Baxter Bailey & Associates
The Plummer House
11 East Franklin Street
Richmond, VA 23219
804-343-1838 (telephone)
804-643-8370 (telefax)
jbb@baxterbailey.com

5. **NOTICES TO COUNTY:** Notices from BB&A to County shall be deemed effective if sent via first class U.S. Mail, an also via email, to County, as follows:

Greensville County, Virginia
ATTN: K. David Whittington
1781 Greensville County Circle
Emporia, Virginia 23847
434-348-4205 (telephone)
434-348-4257 (telefax)
dwhittington@greensvillecountyva.gov

6. **TERMINATION:** This contract may be terminated only for cause, and may not be terminated by either party without cause.
7. **DEFAULT:** If either party hereto defaults in performance of the obligations imposed upon it hereunder then the other party shall be entitled to exercise all remedies available to it, at law or in equity, for any such breach.
8. **NON-ASSIGNABILITY:** The services to be performed hereunder by BB&A are personal in nature, and may not be assigned to any other company.
9. **WRITTEN MODIFICATION REQUIRED:** This contract supersedes and replaces any agreement or understanding, whether oral or written, heretofore entered into between the parties, and no amendment hereto shall be binding unless made in writing, and duly executed on behalf of both parties hereto.
10. **SEVERABILITY:** The parts and provisions of this contract are severable. If any part of provision shall be held invalid by a Court of competent jurisdiction the remainder of the contract shall continue in full force and effect.
11. **ENTIRE AGREEMENT:** This contract together with all Project documents, constitutes the entire agreement and understanding between County and BB&A and cannot be modified, altered, changed or amended in any respect unless in writing and signed by both parties hereto.

12. SUCCESSORS IN TITLE: The parties covenant and agree that all terms and conditions hereof shall be binding upon them, their assigns and other successors in title.

13. EXECUTION IN DUPLICATE ORIGINAL: This contract is made in duplicate on the day, month and year aforesaid, and each copy hereof bearing original signatures shall be deemed an original.

14. CONTROLLING LAW: The parties acknowledge that the terms and conditions hereof shall be interpreted, construed and enforced under the laws of the Commonwealth of Virginia. The parties further acknowledge that in the event of a dispute concerning any of the terms and conditions hereof, the Circuit Court for Greensville County, Virginia shall have exclusive jurisdiction.

IN WITNESS WHEREOF, this contract is executed on behalf of both County and BB&A by the duly authorized officer, director or agent of each.

DATE: _____

BAXTER BAILEY & ASSOCIATES

By: _____

Title: _____

DATE: _____

GREENSVILLE COUNTY, VIRGINIA

By: _____

Title: _____