

RALEIGH TRANSIT AUTHORITY
SEPTEMBER 11, 2015
MINUTES

The Raleigh Transit Authority met on Thursday, September 11, 2015 at 3:30 p.m., in the Council Chamber, Raleigh Municipal Building, 222 W. Hargett Street with the following present:

Jason Horne, presiding
Yvonne Bailey
Corey Branch
Ray Magsanoc
Tony Pecoraro
Craig Ralph
Debra Rezeli
Michael Stevenson
Jane Thurman

Staff present: David Eatman, Mike Kennon, Jim Cromer

The meeting was called to order by Chairman Horne. The following items were discussed with actions taken as shown:

AGENDA – APPROVED

No changes needed to be made to the agenda. Without objection, the agenda was approved as presented.

CHAIRMAN’S REPORT – RECEIVED

Chairman Horne reported he had asked Corey Branch to take the Vice-Chair slot.

Chairman Horne reported he had asked Tony Pecoraro to be the new chair of the Finance and Policy Committee.

MINUTES – AUGUST 13, 2015 – APPROVED

Members received the August 13, 2015 minutes in their agenda packets. Mr. Ralph moved approval of the minutes as submitted. His motion was seconded by Mr. Branch, unanimously passed. Chairman Horne ruled the motion adopted.

THERE WERE NO ACTION OR INFORMATION ITEMS ON THE AGENDA

Mr. Eatman reported next month, the agenda will include reports relating to Moore Square renovations and the Wake County Transit Investment Strategy.

COMMITTEE REPORTS

FINANCE & POLICY COMMITTEE – REPORT RECEIVED

Mr. Pecoraro reported the Finance & Policy Committee met on September 2, 2015 and reported out the following action items:

City Council – Wake County 800 MHz System:

Mr. Pecoraro explained it had been announced by Raleigh-Wake Emergency Communications that the use of the existing non-emergency VHF radio system used by GoRaleigh's fixed route and paratransit contractors would end on July 1, 2020. Staff has programmed and procured replacement radio hardware and is prepared to move all radio communications to the Wake County 800 MHz system upon execution of the Interlocal Agreement. GoRaleigh's annual share of cost in FY 2016 will be \$31,543.55 and are already programmed in the annual operating budget. Mr. Eatman reported it is not expected that the annual cost will increase noting the cost is directly related to the number of units. Mr. Pecoraro noted the cost will not exceed \$100,000 per year. Mr. Pecoraro moved approval of the interlocal agreement with Wake County for the shared use and upkeep of the 800 MHz Radio System and authorize the City Attorney's office to finalize the agreement and authorize the City Manager to execute the agreement once the City Attorney's office has approved the agreement. His motion was seconded by Ms. Bailey. Mr. Branch indicated with this motion he understood the existing system would end in 2020 but this agreement begins now. Mr. Eatman indicated the equipment would be part of the vehicle and would be covered by insurance.

A vote on the motion was taken and unanimously passed. Chairman Horne ruled the motion adopted.

City Council – Wake Tech Service:

Mr. Pecoraro reported this item relates to a 3 year contract with Wake Technical Community College for bus service to their southern Wake campus. He indicated revenue received for this service will be \$385,000 per year. Changes are allowed on a negotiated basis. Mr. Eatman explained the service is wholly paid by Wake Tech noting this allows for their students to ride

this route for free. Staff is currently working with Shaw & St. Augustine's on this same type of agreement.

Mr. Pecoraro moved approval of the contract as outlined. His motion was seconded by Ms. Bailey, unanimously passed. Chairman Horne ruled the motion adopted.

Request for Proposal (RFP) Bid Award – ADA Paratransit Eligibility:

Mr. Eatman explained a five year contract has been negotiated with Medical Transportation Management, Inc. to provide up to 4,500 annual professional functional assessments to meet the federal requirements for the City's ART program. Utilization of a professional firm will allow the ART program to make professionally informed decisions regarding an individual's ability to use GoRaleigh's fixed route transit buses. The City must ensure that only those individuals who are truly eligible receive certification. The GoRaleigh bus system has a fully allocated passenger cost of \$3.48 per passenger compared to the ART program's average cost of \$21.12 per passenger trip. The total amount of the five year contract is \$1,087,806.17.

Mr. Pecoraro moved approval of Medical Transportation Management, Inc. for the ART, ADA certifications five year contract. His motion was seconded by Mr. Branch, unanimously passed. Chairman Horne ruled the motion adopted.

MARKETING COMMITTEE – REPORT RECEIVED

Ms. Rezeli reported the Marketing Committee met on September 3, 2015. No action items were received; however, Ms. Rezeli reported the status of Information Items as follows:

State Fair – Update:

Mr. Eatman reported Park & Ride Locations have been established at Cary Towne Center, the Hillsborough Street route and felt confident we can get 2 locations on Capital Boulevard. Radio ads, billboards and placards, etc. will be used to publicize this.

“Go ‘Round Raleigh” Campaign Animation:

Ms. Rezeli reported this is still in development and will be presented to the Committee later. When complete, this will be on You Tube, the web site, RTN, etc. She noted this is all being done in house. Mr. Eatman thanked the Public Affairs Department for their work on this.

Advertising Update:

Members received in their packets information relating to Advertisement Revenues indicating year-to-date revenue at \$65,100.

R-Line Display Mobile TVs:

Mr. Eatman reported the tvs are in and are going to install them. The goal is to have them in before IBMA.

Route Schedules:

Ms. Rezeli presented the newly designed route schedule noting all old schedules are gone. Mr. Eatman reported the new schedules had been distributed to our facility and will also go to the libraries, etc.

Ms. Rezeli referred to the many monthly events related to Transit and commended Cathy and Kelli for their efforts. She noted both attend many events in their off time.

Mr. Ralph asked if the advertising budget is up. Mr. Eatman responded we should be well over what was programmed for at this time last year. He indicated an additional bar would be added to the graph comparing the current income with the last 2 years.

Mr. Branch asked if it is planned to put something over CAT on the signs with GoRaleigh. Mr. Eatman responded we are working regionally to determine what we want the signs to look like and wants to be sure we cooperate with our regional partners on this and come up with something that makes sense. There have been a couple of meetings on this issue and once alternatives are developed, this will go before the Marketing Committee. He noted this is in the data gathering mode and there are many different examples on how we could install these changes. He indicated a report could be on the next agenda on where this stands regionally and stressed this would have to be budgeted. Mr. Horne questioned the use of a sticker on existing signs. Mr. Eatman stated there are 1300 bus stops and from a regional standpoint discussions relate to what we want to do and do it once. He indicated staff could price an overlay on existing signs as well and would take this information to the Marketing Committee.

Mr. Eatman reported the contractor should start wrapping busses next week and will do 4 per week until completion.

Ms. Bailey indicated there is a new application that is as good as Google Maps that provides information on bus routes, locations, etc. She asked if there had been any thought to providing

information relating to this application on the back of busses. Ms. Rezeli agreed this new application should be advertised more noting it is not our application but it is a great one. Mr. Eatman indicated the app being referred to is Translope and this information is included on the GoRaleigh website. There is also RTN that can provide this information. Chairman Horne referred this item to the Marketing Committee.

ROUTE COMMITTEE – REPORT RECEIVED

Mr. Ralph reported the Route Committee met on September 1, 2015 and reported out the following item:

Bus Stop Consolidation – Route 4:

Mr. Ralph referred to Attachment D included in the agenda packets that included maps of this route divided into 9 segments. He reviewed each map in detail pointing out any changes recommended. He noted this is one of the longest routes in the system.

Mr. Ralph moved approval of the changes as shown on each segment. His motion was seconded by Mr. Branch, unanimously passed. Chairman Horne ruled the motion adopted.

INFORMATION ITEMS

25L and 54L Service Changes:

Mr. Eatman indicated there are public meetings being held related to these changes.

Service Changes – Route 16, Route 15L Update:

Study is ongoing on this item and will be coming forward when complete.

On-Time Performance (OTP):

Attachment E in the agenda packet included a table of August 2015 OTP and a graph of OTP for the last year.

Mr. Eatman explained OTP is the worst it can be when schools & universities open and then people figure out peak times and find alternate routes. Hillsborough Street OTP was discussed with Mr. Eatman noting this is a difficult street to navigate and has the worse problem when NCSU first opens. Mr. Branch indicated last month staff indicated they were trying to create a survey to determine why busses are late. Mr. Eatman responded staff continues to look for ways

to put the busses on schedule and must consider a balance of how much a route can be altered to improve the OTP. He indicated staff will continue to look and would bring forward to the Authority any ways to improve the OTP. Mr. Branch asked if there is a list showing why the busses are late in order to work on them. He indicated he was aware of why Route 5 is late referring to Rock Quarry Road traffic in the afternoon. Mr. Eatman noted our window is 60 seconds early to 5 minutes late. He spoke to the need to look at the windows noting not everyone's window is equal.

Mr. Eatman indicated staff will continue to look at any opportunities to improve OTP.

STAFF REPORTS – RECEIVED

Members received in their agenda packets the following staff reports:

1. Statement of Income (July 2015)
2. Variance Analysis (July 2015)
3. Go PASS Ridership Summary (July 2015)
4. Go PASS Ridership by Agency (July 2015)
5. Accessible Raleigh Transportation Summary (July 2015)
6. Operating Statistics (July 2015)
7. Route Statistics (July 2015)
8. Ridership Percentage by Time Period (July 2015)
9. Evaluation by Route (July 2015)

CONCLUDING REMARKS – RECEIVED

Mr. Ralph questioned the status of funding for the 2010 Transit Plan. Mr. Eatman explained the last funding was spread over 2 prior fiscal years. That plan is not shelved and is being used for reference. He noted we are heading into the Wake County Transit Investment Strategy as being the new long range plan and will then develop short range efforts. He stated funding is evolving we we are heading with the Wake County Investment Strategy and future opportunities regarding the ½ cent sales tax referendum. Mr. Branch reported September 13 is the last day for public input and once that is done the data will be reviewed.

In regard to management of the plan, Mr. Branch stated it is a Wake County plan but there is GoTriangle for regional routes and RTA for Raleigh that does local routes. He indicated a majority of the money will come to Raleigh. Mr. Eatman explained as we go to future meetings, these types of things will be discussed. There are many discussions occurring regarding routing, structure, etc. and stressed the desire is for everything to be seamless. Mr. Eatman indicated more information will be provided at the next Authority meeting.

Mr. Eatman indicated the October meeting needs to be held at the Poole Road facility and the next meeting will be October 15. He pointed out it may be necessary to change the date but would put out something on alternate dates.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:30 p.m.

Respectfully submitted,

Brenda Hunt