

RALEIGH TRANSIT AUTHORITY
March 11, 2013
MINUTES

The Raleigh Transit Authority met on Thursday, January 10, 2013 at 3:30 p.m., in the City Council Chamber, Room 201 of the Municipal Building, Raleigh, N. C. with the following present:

Chairman Joseph Springer, presiding
Corey Branch
Stacy Carless
Jason Horne
Roger Kosak
Ray Magsanoc
Anthony Percoraro
Craig Ralph
Les Seitz
Jane Thurman
Uel Whitsett

Staff present: David Eatman, Mike Kennon, Scott McClellan

Mr. Eatman reported this would be Chairman Springer's last meeting. He presented Mr. Springer with a Resolution of Appreciation from the Mayor and City Council for his service on the Authority from June 21, 2006 through March 17, 2013. Mr. Eatman also presented Mr. Springer with a City of Raleigh plaque in appreciation for his dedicated service.

Chairman Springer called the meeting to order with discussion and actions taken as shown:

AGENDA – APPROVED AS PRESENTED

No changes were made to the agenda. Without objection, the agenda was approved as amended.

ACTION ITEMS

MINUTES – FEBRUARY 14, 2013 – DEFERRED TO APRIL AGENDA

Minutes from the February 14, 2013 meeting were not complete; therefore, the item was deferred to the April agenda.

INFORMATION ITEMS

DOWNTOWN BUS FACILITIES MASTER PLAN, PHASE I & II – UPDATE RECEIVED AS INFORMATION

Mr. Eatman provided an update on the Moore Square Station improvements and information regarding the Union Station Multi-Modal Bus Facility Feasibility Study. Members received in their packets the Downtown Bus Facilities Master Plan – Scope of Work (Attachment A). This item will go before the City Council for approval of contract execution at their next meeting. Mr. Eatman indicated this is an in-depth scope of work. The gist of the contract revolves around two components. The first component relates to renovation of Moore Square. The \$3.5 million cost for the project come from bond funds approved 18-24 months ago. The second component relates to Union Station on the west side of Downtown. As future activity with rail service in anticipated, a bus component will be an important part of this multi-modal transportation center. Many decisions need to be made relating to placement of that facility. Mr. Eatman indicated all of those elements are scoped within this document. He reviewed the timeline provided in chart form for the project. He explained it needs to be determined to what level Moore Square needs to be renovated noting it will be a better place for pedestrians and buses with more safety measures and more accommodations for users. The only thing up in the air is how many vehicles we need to plan for in the short term (5-7 years). He advised members to contact him with any questions relating to this scope. A formal presentation will be made once the contract process is complete.

Mr. Ralph questioned the public comment period with Mr. Eatman responding the public comment period is built into the scope of work. This will be coordinated with the ongoing effort with Union Station noting they will complement each other in the future

In response to a question from Ms. Thurman relating to number of sites being considered, Mr. Eatman explained the scope provides broad open ended ways of moving forward. FTA requires analysis of 7 sites. The number will be narrowed down to 2-3 primary sites and will take 2 of those to a 15% schematic. Once we get to that point, the final plan is taken to 25% schematic. This process starts out broad as required by FTA when federal funds are used.

Mr. Kosak questioned the overall budget with Mr. Eatman responding currently the scope is funded out of grant funds and the total project is just over \$850,000 for planning portion of scope of work. No bonds had to be used for this part of the study and 100% of construction funds remain. UPWP funding is paying for Union Station.

The update was received as information.

FINANCE COMMITTEE REPORT – RECEIVED

The Finance Committee did not meet since the last Authority meeting.

Pending items were reviewed as follows:

Fare Research:

Mr. Eatman indicated members received in their packets a Proposed Fare Structure for FY 2014-2016 proposed by staff. He reviewed the proposal (Attachment B) which suggested increasing local cash fares from the current \$1.00 to \$1.25 in 2014 and \$1.50 in 2016. Other increases being considered were reviewed for each fare type for 2014-2016. Mr. Eatman indicated it was determined a fare increase is needed to stay up with our peers noting everyone knows we are well behind our peers as far as fares. Staff has met with regional partners. Bringing up to \$1.50 brings CAT up to the median charges by our peers but does not take us above and beyond them. This proposal does away with the 5 day and goes back to 7 day passes. Staff is trying to be sure we match fares across the region. Something not discussed yet is how this will impact the GoPass contracts with NCSU and Wake County with Mr. Eatman noting this will be impacted in some way. The Finance Committee will be discussing exactly how that will play out.

Mr. Whitsett questioned when the last rate increase occurred with Mr. Eatman responding fares increased from 75 cents to \$1.00 in 2007.

Route Productivity Policy:

Mr. Eatman explained there is a radial route that carried 40-50 passengers per hour and also have a cross town service carrying 20-30 passengers per hour. Those types of services cannot be compared the same. As this policy is developed, it must be acknowledged we have those different types of services we provide. The ultimate goal is to think about all types of routes differently. Mr. Kosak indicated at the end of this we should have our own goals. In regard to express routes, he noted if we can help people that have express routes with this information and analysis, they are paying us to do that. That does not mean we should be lax noting usually we look at this from an efficiency standpoint. Mr. Eatman explained we will be moving forward with the Title VI Fare Analysis which is a region wide analysis with public input and will put together a scope of work for contracted services. This scope of work will be provided to the Authority when available. Public participation and analysis is required by FTA.

Other pending items in the Finance Committee are:

- Accessible Raleigh Transportation Contract Policies – Council BED Committee
- Online Pass Sales

MARKETING COMMITTEE REPORT – RECEIVED

Ms. Thurman reported the Marketing Committee met on Thursday, March 7, 2013. The following recommendations:

Fare Free Day:

Ms. Thurman indicated the Committee recommends approval of the Fare Free Day on Saturday, April 20, 2013. This is a change from the original date but would coincide with Downtown Raleigh Earth Day activities. Average Saturday revenue in April, 2012 was \$3,537.30. Mr. Eatman noted Triangle Transit is doing the same Fare Free Day. Ms. Thurman moved approval of the Fare Free Day on Saturday, April 20, 2013. Her motion was seconded by Mr. Ralph, unanimously passed. Chairman Springer ruled the motion adopted.

Bud Advertising Policy Amendment:

Members received a copy of the Bus Advertising Policy (Attachment C) with highlighted edits approved by the Marketing Committee.

Mr. Seitz moved approval of the Bus Advertising Policy with amended text focusing on non-profit interior placard notices. His motion was seconded by Mr. Ralph, unanimously passed. Chairman Springer ruled the motion adopted.

Adopt A Shelter Decal Artwork:

Due to interpretation of artwork and staff time to transpose artwork onto decals, any requests for personal artwork to be included on a shelter decal will not be allowed. Adopters can submit their business logo or choose from standard icons that can be provided by staff.

Ms. Thurman reported Lindsey is working on graphics for the summer program. This will be provided at the April meeting.

Mr. Eatman indicated some shelter decals had been taken off and that is an investment in the shelter. The reason for the Adopt A Shelter program is to get citizens to help with this effort and did not want this to be a major long term investment. He requested that once the initial placard is placed, if it gets removed or vandalized, if the adopter wants a replacement this can be done for a cost of \$25.00 paid by the adopter. This would require amending the document to indicate the adopter would be responsible for this replacement. Mr. Eatman wanted to be sure the Authority is aware of this charge. Mr. Ralph indicated this would be fair.

PUBLIC COMMENTS – RECEIVED

Mark _____, resident on Duraleigh Road, indicated he is visually impaired and rides the bus everywhere and takes the bus (No. 6 or No. 4) to Crabtree Valley Mall often. He spoke to the problem of just missing the bus and having to wait at least 30 minutes if it is commute time and 1 hour if it is not commute time for the next bus. He indicated as a courtesy the driver can call to get the bus to wait. When he talked with the supervisor, the only busses that have a connection are No. 23 & 6 and would like to have that ability for all Crabtree busses (Nos. 16, 4, 70, 6 and 23). He requested that these busses be synchronized noting when you get to the mall which would lessen the frustration. If he has a meeting and misses the bus, he has to get a cab for \$10.00. He felt this should be something that can be done. He stated if the busses are synchronized, more people would ride and wanted to help the bus service and improve things. This item was referred to the Route Committee.

Barbara Massey requested a bus stop at Sunnybrook and Walnut Creek Park noting it is 2 miles to the bus stop from this community. She indicated men, women and children and elderly people have to walk to the bus stop. This item was referred to the Route Committee.

ROUTE COMMITTEE REPORT – RECEIVED

Mr. Ralph reported the Route Committee met on Wednesday, February 27, 2013 and made the following recommendations:

Route 4 Rex Hospital – Downtown Detours:

Mr. Ralph provided a handout listing current and proposed Downtown Routing and reviewed the new route in detail. He indicated the current route loses a lot of time. The proposed route eliminates the government area loop. Mr. Ralph moved approval of the new route for the 4 Rex routing as outlined. His motion was seconded by Mr. Kosak, unanimously passed. Chairman Springer ruled the motion adopted.

Route 16 Oberlin Road – MSS Departure Change:

Mr. Ralph explained Routes 16 and 12 go through Cameron Village and serve Oberlin Road and are running at times side by side and stop all along Clark and Bellwood. The Route Committee reviewed this item and proposed staging departure times out of Moore Square at 15 minute increments and on Saturday at 45 minute increments to prevent them from literally having one following the other. Mr. Ralph moved changing Route 16 to staggered schedules. His motion was seconded by Mr. Seitz, unanimously passed. Chairman Springer ruled the motion adopted.

Trailwood Hills Drive – Stop Placement Update:

This item will remain pending in the Route Committee. Mr. Eatman explained the biggest issue relates to stop locations. He noted there are some residents that would prefer the bus not traveling on this street at all. He stated there may be a compromise with the neighborhood that will be presented to the Route Committee at their next meeting. Staff will continue to work with these residents and be sure everyone understands the realities. Mr. Ralph indicated staff has been working closely with these residents and had been very helpful.

Route 23L Millbrook Crosstown:

This item will remain pending in the Route Committee. Mr. Ralph noted there is an opportunity to eliminate some of Calvary Drive. The committee will discuss this item at their next meeting.

STAFF REPORTS – RECEIVED

Members received in their agenda packets the following staff reports:

1. Statement of Income (January 2013)
2. Variance Analysis (January 2013)
3. Go PASS Ridership Summary (January 2013)
4. Go PASS Ridership by Agency (January 2013)
5. Accessible Raleigh Transportation Summary (January 2013)
6. Operating Statistics (January 2013)
7. Route Statistics (January 2013)
8. Ridership Percentage by Time Period (January 2013)

Mr. Eatman indicated on January 9, 2013 a lot of route changes went into effect and all route information was not available when the agenda was prepared; however, all information had now been provided. He thanked Mr. McClellan's staff for their work on this. Total ridership is up for the fiscal year to date and shows that we are down slightly, a little over 2% from the year before. CAT has been dealing with double digit increases since 2008 and at some point it has to reach a plateau with no service increases. He stated ridership is strong. Mr. Kosak stated the point has to be re-emphasized that we have not had substantial increases in service and felt we are on line where we should be. He indicated once all changes really start to roll, there will be significant increases in ridership.

The report was received as information.

AUTHORITY MEMBER CONCLUDING REMARKS – RECEIVED

Mr. Percoraro indicated he is retired and now has time to spend on civic items. He was a government consultant and specialized in telecommunications. He has been a Raleigh resident for 35 years.

Mr. Magsanoc stated he has been in Raleigh for 2 ½ years and is from Tampa, Florida. He works for Parsons Brinckerhoff, a transportation consulting agency. He lives in the North Hills area and his wife rides the bus daily.

Mr. Horne welcomed the new members. He indicated staff does an excellent job. He thanked Mr. Springer for his work and noted he would be missed.

Ms. Carless indicated it had been a pleasure working with Mr. Springer and appreciated what he had done for the Authority.

Mr. Whitsett indicated Mr. Springer will be missed and he had been a tremendous asset to the Authority and the greater Raleigh community. He thanked Mr. Springer for his service.

Mr. Kosak indicated it had been a great pleasure working with Mr. Springer and the Authority has come a long way in the last 2 years. He stated additional funding is needed for transit from the City.

Mr. Seitz indicated it had been a pleasure working with Mr. Springer and hoped he would enjoy his life.

Ms. Thurman stated she would miss Mr. Springer and the way he runs a meeting.

Mr. Ralph welcomed the new members and advised them to ride the buss. He thanked staff for their great work. He thanked Mr. Springer for his service and indicated he had learned a lot from him.

Mr. Branch thanked staff for their work and thanked them for what they do. He welcomed the new members. He indicated he had known Mr. Springer for a long time and would continue to see him. He thanked him for his leadership.

STAFF CONCLUDING REMARKS – RECEIVED

Mr. McClellan introduced himself to the new members and welcomed them to the Authority. He indicated he had seen quite a bit of change in his 12 years as general manager for CAT. He invited the new members to come for a tour of the Maintenance Facility and urged them to call if they needed any assistance. He indicated it had been his pleasure to work with Mr. Springer.

Mr. Kennon thanked Mr. Springer for his leadership.

Mr. Eatman thanked Mr. Springer for his work on the Authority. He indicated his time on the Authority had been challenging and many hard decisions had to be made and thanked him for his leadership.

CHAIRMAN'S COMMENTS – RECEIVED

Chairman Springer welcomed the new members to the Authority. He indicated he had been in Raleigh for 39 years, 31 of which he worked with the NCDOT Planning and Research Plant. He indicated if he has a commitment and performs, he will be rewarded. He had been presented the highest award in the state – the Longleaf Pine from the governor for his years with DOT. He noted he had tremendous transportation experience in travel demand forecasting. Chairman Springer indicated it had been tremendous working with staff and Authority members over the years and had seen a number of members come through the Authority. Over the last 4 years the Authority had made tremendous strides. He noted he would have loved to see the new branding of busses. He served as the Finance Committee chair for a couple of years and would love to see the Authority have more control over that aspect and how we deal with buses. He indicated Mr. Branch had been mentored by him in his work with youth groups and all went to college and are now professional men. He stated that is a reward for commitment and performance. Chairman Springer indicated that program has gone on for 21 years. He thanked the Authority and staff and expressed his appreciation to Mr. Eatman who had worked very closely with him.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:50 p.m.

Respectfully submitted,

Brenda N. Hunt