

RALEIGH TRANSIT AUTHORITY
OCTOBER 10, 2013
MINUTES

The Raleigh Transit Authority met on Thursday, October 10, 2013 at 3:30 p.m., in the Council Chamber of the Municipal Building, 222 West Hargett Street, Raleigh, NC with the following present:

Chairman Les Seitz, presiding
Corey Branch
Jason Horne
Ray Magsanoc
Sheritta McCullers
Tony Percoraro
Craig Ralph
Debra Rezoli
Uel Whitsett

Staff present: David Eatman, Mike Kennon, Scott McClellan

AGENDA – APPROVED AS AMENDED

Chairman Seitz indicated the Authority needed to enter into closed session to discuss a legal matter. Mr. Seitz moved that the Authority enter closed session. His motion was seconded by Mr. Ralph, unanimously passed. Chairman Seitz ruled the motion adopted.

THE AUTHORITY WENT INTO CLOSED SESSION

Following the closed session, the Authority reconvened with discussion and actions taken as follows:

CHAIRMAN’S REPORT – RECEIVED

Chairman Seitz reported the Authority’s Retreat would be held on October 24, 2013 from 8:30 a.m. – 12 noon at the CAT Maintenance Facility, 4104 Poole Road. Lunch will be between 12 noon and 1:00 p.m. with the wrap up of issues following lunch.

Mr. Eatman reported the facilitator is making calls to members asking questions in order to determine member’s thought processes. The 2 main objectives of the retreat include assisting staff in developing the upcoming budget since staff is entering the budget cycle. This will help guide where the Authority is going in 2015 and determine if any of the work items impact the budget. The 2nd objective of the retreat is to take items from last year’s retreat and help present information to City Council on the annual report on where we are and where we are going.

MINUTES – SEPTEMBER 12, 2013 – APPROVED

Members received the September 12, 2013 minutes in their agenda packets. Mr. Branch moved approval of the minutes. His motion was seconded by Ms. McCullers, unanimously passed. Chairman Seitz ruled the motion adopted.

REGION-WIDE FARE INCREASE – FARE EQUITY ANALYSIS – REPORT RECEIVED – STAFF TO PROCEED WITH PUBLIC COMMENT PERIOD

Mr. Eatman reported in April 2013, staff received approval from the Authority to move forward with a Region-Wide Fare Increase Analysis. The regional transit systems continue to work toward this goal noting a summary of the recommended changes was included in Attachment A of the agenda packet. A major element of this initiative is the Title VI Fare Equity Analysis. Planning Communities, LLC was contracted to perform the Title VI analysis and was present to provide information regarding the technical evaluation and the public participation process.

Ann Sealey, Planning Communities, LLC, explained the Title VI Analysis is an extension of work on implementing proposed increases for CAT and Triangle Transit. CTran does not have to prepare this analysis. The last increase was through regional coordination in 2008. She noted fuel costs for CAT have risen significantly with regional fares and operational cost recovery relatively low. Providers continue to improve services and adjust coverage. Ms. Sealey stated the proposed increase include the local fare increasing to \$1.50, the regional fare increasing 20% and express fare increasing 40%. The next step is preparation of the equity analysis to determine how increases will affect riders. She indicated DATA will not be increasing fares. Ms. Sealey indicated CAT is leading this part of the analysis. She reviewed the Triangle Region Title VI Fare Equity Analysis process in detail and what is involved in the mitigation programs if it is needed.

Current activities include analysis of regional demographics and rider survey data, preparation of the analysis, reviewing regional agency's Title VI program elements and developing the public participation plan. Ms. Sealey reviewed policy thresholds, regional demographics and survey data and peer comparison.

Public Outreach was reviewed including regional public meetings, community center canvassing, transit center canvassing, flyering at transit centers and on buses, web social media announcements and distribution via community groups and partners.

Ms. Sealey reviewed the project timeline noting there needs to be acceleration in October and November and this item will be back before the Authority at the next meeting. In response to a question from Mr. Branch, Ms. Sealey reviewed where public outreach would occur. Mr. Branch questioned if the CACs would be involved with Mr. Eatman reporting staff has already set up a series of CAC meetings to provide introductions to service changes in FY 2014 and this item will be something that can be done at future meetings over the next 60 days.

In response to questions from Mr. Pecoraro, Mr. Eatman explained in the first fiscal year, the revenues come in between \$200,000 - \$300,000. Ridership will decrease over the first 12 months. Phase 2 will also create a decrease but will rebound in that time. There will be a downward turn initially but revenue recovery will take place in 12-18 months.

Following the presentation and discussion, Chairman Seitz moved that the Authority receive the report and recommended that staff proceed with a coordinated regional public comment period on a proposed fare increase and with a Title VI analysis of the impacts of the proposal on low-income and minority groups. His motion was seconded by Mr. Ralph, unanimously passed. Chairman Seitz ruled the motion adopted.

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

Jeff Mann, Parsons Brinckerhoff, provided a brief PowerPoint update regarding the Downtown Bus Facilities Master Plan. He noted a lot of progress has been made and was excited to soon begin the design phase of the new facility. He noted the previous report was made when they were just getting started with the project. He provided the schedule of what has been accomplished and what is coming up. Site selection is just about complete and very soon they will begin the environmental assessment to allow proceeding to the next phases. Mr. Mann discussed Union Station that is in design development and contract drawings will take place in 2014; the project will be bid in 2014 and construction will start in early 2015. Phase II involves looking at opportunities to locate parking in the vicinity. Mr. Mann reviewed initial observations and noted the existing Moore Square Station cannot accommodate growth and economic development opportunities. The site evaluation process and operation feasibility of the sites. Sites reviewed were pointed out with Mr. Mann stating sites 1, 2, 5 and 6 were operationally feasible sites in the vicinity of Union Station. They are now going through the environmental process to narrow down further the sites. He noted Moore Square will continue to play an important role including integrated parking and/or other supporting uses at the new facility. Mr. Mann indicated this report was to provide an update on where they are noting a lot of progress had been made. Next time they will have narrowed the sites down further and will know more on the environmental assessment.

Mr. Ralph questioned if Wolfline is involved. Mr. Eatman responded they are not involved since they provide limited off campus service. In response to a question from Ms. Thurman, Mr. Eatman stated we are entering the environmental assessment now that will take 8-12 weeks and in several months will have a short list of properties. In response to a question, Mr. Mann reviewed what is included in the environmental assessment.

This report was received as information.

NORTH CAROLINA STATE FAIR – PARK AND RIDE – INFORMATION RECEIVED

Mr. Eatman reported CAT will provide daily services to the State Fair, October 17-27, 2013. The shuttle service operates every 20-30 minutes from 3 locations. All passengers are dropped off at Gate 1 of the State Fairgrounds. Park and Ride lots are located as follows:

- Cary – WakeMed Soccer Park
- North Raleigh – 2728 Capital Boulevard
- Hillsborough Street Route

Members received marketing materials for this service.

Cost for route trip is \$4.00 with no parking charge.

The report was received as information.

STAFF REPORTS – PRESENTATION RECEIVED AS INFORMATION

Mr. Eatman reported the staff reports received in the agenda packets each month contains a wealth of information. Marie with CAT provided a brief overview of the Route Statistics report, Ridership Percentages and the Variance Analysis. She urged members to make individual appointments with her to receive more detailed information.

Mr. Eatman indicated other reports will be reviewed at the next meeting.

FY 2014 SERVICE CHANGE REVIEW – OFFICE OF TRANSPORTATION PLANNING – REPORT ACCEPTED – STAFF DIRECTED TO MOVE FORWARD WITH PLAN

Mr. Eatman indicated Tim Bender, Office of Transportation Planning, was requested to review the FY 2014 suggested route changes before implementation. The review had been completed and a transit staff memo and the report were provided as Attachment B included in the agenda packets. Mr. Eatman noted Mr. Bender did a great job and the information in the report was presented in an understandable way. The report reaffirmed the things we are doing are very logical, particularly in ridership reaffirmation. Staff continues to move forward with the plan as they have been doing for the last couple of months. This review was requested by the City Council.

Mr. Ralph moved that the report be accepted and forwarded to the City Council. His motion was seconded by Mr. Pecoraro, unanimously passed. Chairman Seitz ruled the motion adopted.

MARKETING COMMITTEE REPORT – RECEIVED

Ms. Thurman reported the Marketing Committee met on Tuesday, October 8, 2013. There are 2 items pending:

- Bus Advertising Policy
- Addition of New Bus Advertising Types

Ms. Thurman indicated both pending items involve the advertising policy which is under review. She noted the committee had a lot of items to discuss, i.e., technology, etc. The next meeting will be on November 7, 2013 and 12 noon.

ROUTE COMMITTEE REPORT – RECEIVED – VARIOUS ACTIONS TAKEN

Mr. Ralph reported the Route Committee met on Tuesday, October 1, 2013. He referred to the pending item entitled “Route deviations to Performing Arts Center” and reported that item is no longer pending in the Route Committee.

Attachment C to the agenda contained a summary of Phase I changes of the FY2014 Transit Plan Implementation. Mr. Ralph reported staff continues to work toward the implementation of the FY 2014 proposed route changes. Mr. Ralph provided an overview of the changes that will occur in the first quarter of the New Year and information regarding Phase II of the implementation.

Mr. Ralph explained the I-40 Rebuild begins in late November and will increase congestion on Raleigh streets. NCDOT sponsored routes will require more resources including busses and personnel. Phase II of the Short Range Plan requires additional busses and will add additional services.

Mr. Eatman noted, out of the routes included in Attachment C, staff would like to reaffirm moving forward with public participation. He referred to Route 7 changes as follows:

- Route 7 South Saunders
Streamline through downtown
Use Dawson OB and McDowell IB
- Possible to use 15’s recommended Sunday hours for 7 instead

Mr. Eatman explained staff would like to make that change immediately and information would be provided to passengers.

Mr. Ralph moved that staff be directed to make changes as outlined to Route 7 effective immediately. His motion was seconded by Ms. McCullers, unanimously passed. Chairman Seitz ruled the motion adopted.

Mr. Eatman indicated CAC visits would be done first and there would be a couple of public meetings on changes. He also noted a public hearing before the Authority would take place in the near future.

Mr. Ralph thanked staff for their work on this item.

STAFF REPORTS – RECEIVED

Members received in their agenda packets the following staff reports:

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

The reports were received as information.

CONCLUDING REMARKS – RECEIVED

Mr. Ralph noted the pavement failed at the Crabtree Station and this needs to be corrected.

Mr. Branch indicated Dan Dean asked him to tell everyone hello.

Chairman Seitz expressed appreciation for everyone's cooperation with the lawsuit and noted no one should feel bad about what happened.

He indicated he looked forward to the retreat on October 24.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:00 p.m.

Respectfully submitted,

Brenda Hunt

