

RALEIGH TRANSIT AUTHORITY
MARCH 10, 2016
MINUTES

The Raleigh Transit Authority met on March 10, 2016 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
Ray Magsanoc
Sherita McCullers
Tony Pecoraro
Craig Ralph
Debra Rezeli
Michael Stevenson
Jane Thurman

Staff present: David Eatman, 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 were made to the agenda.

Without objection, the agenda was approved.

CHAIRMAN’S REPORT – RECEIVED

Chairman Horne thanked everyone who attended the groundbreaking for the GoRaleigh Station Renovation Project. He stated he looked forward to seeing progress reports.

MINUTES – FEBRUARY 11, 2016 – APPROVED

Members received the February 11, 2016 minutes prior to the meeting. Ms. Bailey moved approval of the minutes as presented. Her motion was seconded by Ms. McCullers, unanimously passed. Chairman Horne ruled the motion adopted.

INFORMATION ITEMS

GORALEIGH STATION RENOVATION – UPDATE RECEIVED

Gil Johnson, Project Manager for GoRaleigh Station Renovation Project, provided members with an update on activities related to the project. Week 3 of active construction is completed. The Groundbreaking was held on February 19, 2016. Everything is moving according to plans and work is beginning in the courtyard area. The overhead walkway is closed off and demolition has begun. Trees and planters are removed. AT&T will be relocation their cabinet next week. Demolition of the area underneath the parking deck is completed. The temporary drivers lounge was set up the previous day and will be in place until the new one is operational. Temporary shelters are about to be installed on East Martin Street and will be transitioning next week. A presentation was made to the Central CAC on Monday night and went well with positive feedback received. Staff was asked to come back to their meeting to provide updates. No construction will take place on Saturday due to the St. Patrick's Parade but construction will proceed on Sunday. Utility installations are going in now as well. Pictures were shown of work as it progresses. They will be working every Sunday since they can more easily do lane closures on Sunday. Mr. Johnson noted the GoRaleigh staff has been excellent to work with. Next week they will be taking out concrete where the new bus lane goes.

Mr. Eatman indicated an update would be provided monthly and are looking at about 9 more of these. He stated the countdown has begun. Chairman Horne indicated these updates are good information for the members to have.

COMMITTEE REPORTS

FINANCE AND POLICY COMMITTEE – REPORT RECEIVED

Mr. Pecoraro reported the Finance & Policy Committee met on March 2, 2016 and took the following actions:

City Council 03-15-2016 Transit Contract Services:

Mr. Pecoraro reported GoRaleigh's ADA Program GoRaleigh Access (formerly Accessible Raleigh Transportation) has partnered with Wake County to develop a para-transit service model referred to as Mobility Management. The estimated variable budget for FY 2016 is \$265,265.

Mr. Pecoraro reported the committee recommends approval to enter into an Interlocal Agreement between the City of Raleigh and Wake County for Shared Transit Resources upon the terms and

conditions acceptable to the City Attorney and on behalf of the Committee so moved. His motion was seconded by Mr. Ralph, unanimously passed. Chairman Horne ruled the motion adopted.

Creative Bus Lease – Fortify Project:

Mr. Pecoraro reported the City has been contracted by GoTriangle/NCDOT to operate the Fortify express service routes to areas outside the City of Raleigh. In order to maintain a consistent level of service on GoRaleigh's regular transit routes, staff is requesting approval of a bus lease agreement with Creative Bus Sales, Inc. to temporarily acquire additional buses. The funding will be reimbursed by GoTriangle/NCDOT. The amount of this contract is \$873,720.00 for one year. Construction is scheduled to end in March or April of 2017.

Mr. Pecoraro reported the committee recommends approval upon review and approval of the City Attorney's office and the item sent to City Council with a request for the City Manager to execute the contract with Creative Bus Sales, Inc. Mr. Ralph moved approval of the committee's recommendation. His motion was seconded by Mr. Magsanoc.

Mr. Eatman explained some largest busses were being used with another contractor. They were difficult to maintain and were old and did not reflect the level of service we wanted to portray to the public. It is critical for us to replace the contingency fleet with a more robust fleet. Everything from parts, labor and capital equipment is paid by DOT. These are 26' units rather than 35-40' units and are newer and will have plenty of capacity. We have 11 new busses arrive in October/November this year which will be a huge help to the fleet. Documents are under final review by the City Attorney.

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

FY-16 Budget:

Mr. Pecoraro explained this is the FY 2016/17 budget that includes a small percentage increase from the previous year. There is a potential increase of fuel costs noting gas futures are currently increasing. He further reported the committee reviewed the CIP Budget. Mr. Eatman indicated there is a summary included in the packet of the primary transit budget items. The FY 17 CIP includes projects to 2021. FY 17 was broken out so members could see how the budget works including local matches. He reviewed items discussed in committee.

Chairman Horne questioned the increase in the Planning Program budget with Mr. Eatman explaining there is a larger allocation than normal. Funds were allocated in advance of the Wake County Transit Plan referendum in order to be sure we have funds to develop an implementation

plan for that. Regardless we need to start a new planning process as soon as possible. In early 2017 we will have to start fairly robust planning programs no matter what.

Mr. Pecoraro reported the committee recommended approval of the budget proposal. Ms. Thurman moved approval of the committee's recommendation for approval of the budget proposal. Her motion was seconded by Ms. McCullers, unanimously passed. Chairman Horne ruled the motion adopted.

PUBLIC COMMENTS – RECEIVED

Clarence Dewberry – 8121 Old Deer Trail:

Stated he was again appearing before the Authority to stress the items addressed in January. He provided staff with items for review re: breakdowns, fumes on busses, maintenance, etc. He indicated they appreciate the maintenance people and they do a lot considering what they have to deal with and would like for them to have more resources. In regard to employee retention, he noted over 75 were lost in the last year, including management positions. He indicated they would like for seniority and safe driving records to be considered in driving shifts.

Chairman Horne advised those present that the Authority will follow up with staff and determine the best way to determine what is occurring.

Mr. Eatman indicated some of the regulatory items included would put us in jeopardy and staff will address ways staff can handle issues within compliance and also meet the goals of the employees. He noted there are some fairly simple items that he can provide information on to the Authority. Mr. Eatman indicated an indepth response will be provided and was sure we can come to some form of conclusion on these items. Chairman Horne indicated this will be brought back up at a future meeting. Ms. Thurman stated if there is no report at the next meeting of the Authority, a date needs to be provided for when it will be received. Mr. Eatman indicated this could be done fairly quickly.

MARKETING COMMITTEE – REPORT RECEIVED

Ms. Rezeli reported the Marketing Committee met on March 3, 2016 and made the following report:

Bike Month – Exterior Advertising:

Ms. Rezeli reported members received in their packets a memo and picture of the heavy corrugated plastic signs to be placed on bike racks on the front of the busses advertising Bike Month in May. The signs have been tied to the racks with zip ties and no problems have

occurred. Staff request permission from the Authority to continue this mode of advertising. There are 50 signs made from previous years to be placed on all bus rike racks during Bike Month and will be installed in late April. Funding for this advertising campaign will come from the TDM budget.

Ms. Rezeli reported the committee recommended approval of the Bike Signs. Mr. Ralph moved approval of the installation of the signs as outlined. His motion was seconded by Ms. McCullers, unanimously passed. Chairman Horne ruled the motion adopted.

The next meeting of the Marketing Committee will be April 5, 2016.

ROUTE COMMITTEE – REPORT RECEIVED

Mr. Ralph reported the Route Committee met on March 1, 2016 and made the following recommendations:

Route 12 Stop Consolidation:

Mr. Ralph reviewed in detail stop consolidations on the 4 segments using the Route Maps provided in the packet. He indicated the recommendation does include a variance for a shelter at Meredith College. Discussion followed regarding the stops at Peace and Gaston Streets with it being agreed this needs further study.

Ms. McCullers moved approval of the consolidations as recommended with two provisions – that we wait for the shelter at Meredith College and continue to study stops at Peace and Gaston Street. Her motion was seconded by Mr. Ralph, unanimously passed. Chairman Horne ruled the motion adopted.

STAFF REPORTS – RECEIVED

Members received in their agenda packets the following staff reports:

1. Statement of Income (January 2016)
2. Variance Analysis (January 2016)
3. Go PASS Ridership Summary (January 2016)
4. Go PASS Ridership by Agency (January 2016)
5. Accessible Raleigh Transportation Summary (January 2016)
6. Operating Statistics (January 2016)
7. Route Statistics (January 2016)
8. Ridership Percentage by Time Period (January 2016)
9. Evaluation by Route (January 2016)
10. Advertising Update (January 2016)

11. On time Performance Report (February, 2016)

CONCLUDING REMARKS – RECEIVED

Mr. Ralph indicated he appreciates the willingness of staff to reach out to drivers to make them happy.

Ms. Thurman commended staff for obtaining a grant opportunity to supplement the City's budget.

ADJOURNMENT

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

Respectfully submitted,

Brenda Hunt