

**RALEIGH TRANSIT AUTHORITY**  
**APRIL 14, 2016**  
**MINUTES**

The Raleigh Transit Authority met on March, 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  
Sherita McCullers  
Tony Pecoraro  
Craig Ralph  
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 AS AMENDED**

Chairman Horne reported there would be an add-on item relating to Section 5310 Grant Solicitation that would be Item 2 under Information Items.

Without objection, the agenda was approved as amended.

**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 – MARCH 10, 2016 – APPROVED**

Members received the March 10, 2016 minutes prior to the meeting. Mr. Ralph moved approval of the minutes as presented. His motion was seconded by Ms. Bailey, unanimously passed. Chairman Horne ruled the motion adopted.

## **INFORMATION ITEMS**

### **CAMERON VILLAGE – HILLSBOROUGH STREET AREA PLAN – INFORMATION RECEIVED**

Bynum Walter, Project Manager, explained this work had been taking place for the past 18 months with the public comment period beginning last week. On line comments are being solicited and staff is checking in with Council appointed boards and commissions to let them know about the plan and its availability for comment. She reviewed the plan recommendations pertinent to the Transit Authority. She reviewed the process to get to this point and the are now soliciting input on the draft plan resulting from all of the input. Ms. Walter reviewed the Project Vision Statements for each project area. In addition to Cameron Village and Hillsborough Street being 2 distinct places, each place is made up of more than 1 district and made up of 6 smaller, walkable districts that have very unique identities and need to be treated a little bit differently. She referred to the 7 planning strategies and reviewed in detail 3 of the 7 strategies:

- 1) Complete pedestrian & bicycle networks
- 2) Increase transit options
- 3) Zone for the future

Comments will be received until May 8. Next steps include talking to boards & commissions, visiting CACs and other stakeholder groups, taking the item to the Planning Commission for review and recommendation to the City Council for review and approval in late summer.

The item was received as information.

### **GORALEIGH STATION RENOVATION – UPDATE RECEIVED**

Gil Johnson, Project Manager, provided a status update of the GoRaleigh Station Renovation Project. Mr. Johnson indicated the project is in week 8 of construction and quite a bit of progress has been made. Temporary bus shelters have been installed, road restriping has occurred and a number of routes shifted to accommodate the work and people seem to be adjusting. Adjustments are being made as the project proceeds. He referred to the courtyard area where the AT&T cabinet was relocated. Work is proceeding in the courtyard area. He provided before and after pictures of demolition areas. Demolition underneath the parking deck continues. He presented pictures of underground and unseen work in the public restroom area. Unsuitable soil conditions continue to be encountered and are documents and monitored and hauled off with good clean soil hauled in. Soil from the Union Station area can be used if large amounts of dirt are needed. Pictures of work at the stair tower and alevator areas were provided and by the end of the month will include a crane to erect the steel for the stair tower. Beginning Sunday curb

and gutters will be poured and arrangements have been made for some changes next week to accommodate that. The retaining fence will be moved when this is completed. Mr. Eatman explained this was a pinch point and hopes that will be it through the remainder of the project. He noted people will be notified of any changes and hopefully this will be for a short time period.

Mr. Johnson indicated he would be back at upcoming meetings with more updates and in a few months will have a tour of the facility.

The update was received as information.

### **SECTION 5310 GRANT – ENHANCED MOBILITY OF SENIORS AND INDIVIDUALS WITH DISABILITIES PROGRAM – INFORMATION RECEIVED**

Ann Steedly, Planning Communities, presented this item, noting this item also came up in 2015. GoRaleigh is the applicant for funding and also administers this program. This FTA program provides capital and operating grants to non-profit corporations, public agencies and private operators of public transportation services that meet the needs of elderly persons and persons with disabilities. She reviewed the roles of the FTA, GoRaleigh and CAMPO. GoRaleigh is the designated recipient in this area through which the funding flows and was responsible for preparing the Program Management Plan in 2015. Last year there was about \$650,000 in available funds and \$500,000 was awarded. In 2016 there is \$900,000 in available funds. Funds can roll over to the next year. The application window is open from 3/23 to 4/20 and further information is available on line. Awards are made in May. In response to a question, Mr. Eatman indicated there was a fund balance when the program started because we banked a couple of years of federal funds before this was disbursed. We have never let FTA funds lapse. Fluctuation in funding depends on distribution of grants and the requests that come in. We are seeing 3-5% annual growth in the program from year to year. Mr. Ralph asked if some of this money could go towards shelters with Mr. Eatman responding that would be challenging but could not completely say that it could not occur. Ms. Steedly reviewed outreach efforts and key dates with May 18 being the date for final approval by CAMPO. Mr. Eatman indicated staff is planning to replicate the request made last year to support the Paratransit Operations with our mobility management team. The same level of funding will not be requested since this year will be more competitive resulting in our bringing a much more concise request this year. Chairman Horne referred to the accessibility of existing shelters across the City noting we should determine how much it would cost to fix all of those and put in an application for that amount. Mr. Eatman explained how a reviewer would rank projects of this nature stressing the importance of specific locations that serve the disabled or elderly. He further stated there are some great non-profits in the area that put in some great applications and we are applying on the same playing field as they are. In response to questioning, Ms. Steedly reviewed entities that were approved last year.

## **JULY 4 SHUTTLE – INFORMATION RECEIVED**

Mr. Eatman reported the 4<sup>th</sup> of July service has been done for 2 years in a row and in the 3<sup>rd</sup> year we have made that part of our normal service annually. Staff has secured Park & Ride Lots at Centennial Campus and Cary Drive. We provide security at both lots. He advised members if they start seeing information regarding this event to let staff know if they have questions. This effort works well in acquainting new riders with the transit service.

## **COMMITTEE REPORTS**

### **FINANCE AND POLICY COMMITTEE – REPORT RECEIVED**

Pecoraro reported the Finance and Policy Committee met on April 6, 2016 and took the following actions:

#### **Transit Contract Services:**

Wake Tech GoPass: Mr. Pecoraro explained the item noting this is tied in with the utilization of the I-40 for regular traffic. Wake Tech has agreed since they are paying full freight for that route they would allow regular riders use that route from our Park & Ride Lot in the city limits and we would compensate them up to \$164,000 over the period of the contract. He explained staff estimated there would be 2000 annual users there and Wake Tech would pay us 40% of the base rate for the GoPass and up to \$164,000 would be credited towards that. The Committee recommended approval to the Authority. Mr. Stevenson indicated the City is not going to refund Wake Tech but would offer up to \$164,000 worth of rides.

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

#### **Regional Call Center:**

Mr. Pecoraro explained this agreement relates to sharing cost of the call center between Raleigh, Cary, Durham and Chapel Hill with Raleigh picking up 45% of the cost since Raleigh is the biggest user. Mr. Eatman reviewed the services provided at the center.

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

#### Ramey Kemp – Amendment 4:

Mr. Pecoraro reported this agreements is for design and engineering for 36 bus stops at a total cost of \$196,000. The total of the 4 amendments is \$577,000. This equates to \$5,600 per site to do design & engineering. Mr. Eatman explained this covers the cost for formal surveys, design, engineering and construction management.

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

#### **Bus Rotation:**

Mr. Pecoraro reported the committee discussed biases in regard to bus assignments. Mr. Eatman referred to the Title VI Program for bus distribution that we have to meet and there are limitations the FTA does allow us to follow. The biggest exception under that rule is the RLine because we cannot run the RLine on a normal route because of its branding. Ms. Victor indicated this item was held in the committee for further study.

#### **WakeMed Farmers Market – Day Pass Sponsorship:**

Mr. Pecoraro reported WakeMed has a grant to run a farmers market. The committee was told it would be on Tuesdays for 6 weeks; however, the backup information indicates it will take place from May 17 until August 23 (13 weeks). Mr. Eatman indicated the 13 weeks is correct. The request is for 250 passes per week and would be printed for the Tuesdays when the market is running. Mr. Pecoraro indicated the cost is insignificant and the only cost would be for printing the passes. The committee agreed to recommend approval.

Heather McNackey, representing WakeMed, indicated the amount of passes is not to exceed 250 per week and felt the number used would drop after the initial first couple of weeks. She felt providing the tickets would be a good way to increase access to the market. Ms. Thurman suggested changing the poster to better indicate the actual location of the market.

Mr. Pecoraro moved approval of the sponsorship. His motion was seconded by Ms. Thurman, unanimously passed. Chairman Horne ruled the motion adopted.

#### **MARKETING COMMITTEE – REPORT RECEIVED**

Ms. Thurman reported the Marketing Committee met on April 7, 2016 and made the following report:

### **Bike Month Interior PSA:**

Ms. Thurman indicated this item relates to having a PSA in the busses for Bike Month. She indicated there is a nice calendar of events related to this event. The Committee recommended approval.

Ms. Thurman moved approval of the PSA for Bike Month.

Mr. Pecoraro referred to an incident where a bicyclist used the left traffic lane on Millbrook Road rather than the bike lane and was going very slowly. He questioned including the rules of the road for bicyclists on the PSA. Mr. Eatman indicated he could be sure we have a resource available for that. He indicated he may be able to get a presentation at an upcoming authority meeting from the Bike/Ped Coordinator noting rules of the road are important. He indicated bicycles complement transit and felt it would be good to have a presentation.

Ms. Thurman's motion was seconded by Ms. McCullers, unanimously passed. Chairman Horne ruled the motion adopted.

### **WakeMed Farmers Market Interior PSA:**

Ms. Thurman explained this item relates to have a PSA in the busses for the WakeMed Farmers Market. The committee recommended approval noting they like the program very much.

Ms. Thurman moved approval of the PSA. Her motion was seconded by Mr. Pecoraro, unanimously passed. Chairman Horne ruled the motion adopted.

### **Artsplosure Sponsorship:**

Ms. Thurman explained this item involves a request from Artsplosure representatives for in-kind advertising on the busses. GoRaleigh will be promoted as well. The committee recommended approval. Ms. Thurman moved approval of the request. Her motion was seconded by Mr. Stevenson, unanimously passed. Chairman Horne ruled the motion adopted.

Ms. Thurman pointed out in the packets is a talking point summary of key items the committee is doing. She thanked staff for putting this great summary together.

## **ROUTE COMMITTEE – REPORT RECEIVED**

The Route Committee met on April 5 and made the following recommendation:

### **Route 7L – Stop Consolidation:**

Brandon Watson reported the Route Committee’s recommended stop consolidations to Route 7L by segments. In response to a question, Mr. Eatman explained how the stops that were too close together occurred.

Ms. Thurman moved approval of the stop consolidations as recommended by the Committee. Her motion was seconded by Ms. Bailey, 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 (February 2016)
2. Variance Analysis (February 2016)
3. Go PASS Ridership Summary (February 2016)
4. Go PASS Ridership by Agency (February 2016)
5. Accessible Raleigh Transportation Summary (February 2016)
6. Operating Statistics (February 2016)
7. Route Statistics (February 2016)
8. Ridership Percentage by Time Period (February 2016)
9. Evaluation by Route (February 2016)
10. Advertising Update (March 2016)
11. On time Performance Report (March 2016)
12. Monthly Talking Points (April 2016)

## **CONCLUDING REMARKS**

Mr. Pecoraro referred to the information submitted by the drivers at the previous meeting. He questioned the wire chafing repairs noting he felt a defect of this nature would be the manufacturer’s responsibility and hoped staff would ask for compensation. Mr. Eatman responded all units impacted are over 12 years old and are in the contingency fleet. Other units have been checked. The only reason these units are on the road is because of the Fortify Project but staff will make sure the manufacturer is aware of this issue and would ask about compensation and see what happens. He reiterated these units are over 12 years old and are not under any warranties. Mr. Horne indicated he was away the previous week and unable to meet and get everything done in time for this meeting but will probably go through this more in time for the next meeting. Mr. Stevenson indicated it is hard to know how this compares to other fleets of this size and whether this is normal. Mr. Eatman stated in his experience he had seen

worse and some better. He stated if you take out the contingency fleet, we are running 9 vehicles over our spare ratio currently because of the Fortify Project and where we ended up as a result of that service and we want to provide a great service. This is a valuable service to the community and has brought transit to areas that haven't experienced transit and has been a great educational process not only for us but the general public, especially in the outlying areas of Wake County. Mr. Eatman stated he is not making excuses but because of the leased busses which did not work out we have had to reactivate parts of our fleet that normally would not be activated. We are working on a lease for replacement vehicles that we would get in, if all works well, before this summer that would be less than 2 years old and would not be retired equipment that will take some of the pressure of of our fleet. Mr. Eatman stated he was confident the employees are doing the best they can with the available resources.

## **ADJOURNMENT**

There being no further business, the meeting was adjourned at 4:45 p.m.

Respectfully submitted,

Brenda Hunt