

**RALEIGH TRANSIT AUTHORITY
FEBRUARY 9, 2017
MINUTES**

The Raleigh Transit Authority met on Thursday, January 12, 2017 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
Billy Warden

Staff present: David Walker, Marie Parker

The meeting was called to order by Chairman Horne.

The following items were discussed with actions taken as shown:

AGENDA – APPROVED AS PRESENTED

Chairman Horne reported there would be no changes to the agenda as presented.

Without objection, the agenda was approved.

RECOGNITION – CRAIG RALPH

Chairman Horne indicated Craig Ralph will be going off the authority since he has been a member for 6 years. Mr. Ralph was presented with a plaque in honor of his years of service on the authority.

MINUTES – JANUARY 12, 2017 – APPROVED

Members had received a copy of the January 12, 2017 minutes in their agenda packets. Mr. Ralph moved approval of the minutes. His motion was seconded by Ms. McCullers, unanimously passed. Chairman Horne ruled the motion adopted.

ACTION ITEMS

RETREAT SUMMARY – REFERRED TO COMMITTEES

Members received in their agenda packets notes from the December retreat. Mr. Walker reported this is an action item and no comments had been received from members at this point. If members need additional time to review the notes, it would be appropriate to defer action on this item until the next authority meeting. In response to a question, Mr. Walker indicated some of the route improvements or expansions would be taken care of through the Wake Transit Plan.

Ms. Thurman moved that the notes be distributed to each committee chair and items acted upon at committee level. Her motion was seconded by Mr. Ralph, unanimously passed. Chairman Horne ruled the motion adopted.

INFORMATION ITEMS

ART ON THE MOVE – APPROVED

The agenda packets included pictures of the chosen bus wraps for the upcoming 10th Art on the Move project. Kim Curry-Evans, Public Art Coordinator, provided slides showing the entries, the name of the artwork and the artists' names for each. She explained this is the most popular public art project noting the artists are excited to see the ones selected as well. She explained 39 artists submitted proposals, 37 were reviewed and finally 11 were selected. There were also 2 alternates that will be included on placards inside the buses. The debut event will be at Artsposure on May 20. A poster will be created showing all buses with the wraps and the authority will receive a copy. Mr. Warden asked if there are plans to market the tenth anniversary of this campaign with Ms. Curry-Evens indicating the Arts Office has a new marketing person on staff and this could be a great opportunity to work on something for this occasion. Ms. Curry-Evens thanked the authority for partnering with the Arts Office.

GORALEIGH STATION RENOVATION PROJECT – UPDATE RECEIVED

Gil Johnson, Capital Consulting, provided the authority with an update of the GoRaleigh Station Renovation Project using pictures showing the areas of concentration since the previous update in January. The current areas of concentration are along the northern edge of the property and south side with the shelter canopy frame and structural elements. The courtyard area is being completed. He provided pictures of the elevator work that will occur the week of February 20, stair tower which will be lit at night, the courtyard, the old elevator shaft that has been bricked up, the area being painted on the back of the adjacent building and other items that have been completed. The shelters along the north side will be in service on the following Monday allowing spreading out of some of the existing routes. The main pedestrian corridor is coming together and started looking like the schematic design. Soil conditions continue to be an issue and staff has been working closely with American South. Trenching in the phase 2 areas is 40% to 50% complete. Many of the security cameras are in and operational with cameras located at every level with a total of 46 cameras that can also be used by the police department on their smart phones.

Ms. Thurman stated the work done is beautiful. She questioned if the security system is live video. Mr. Johnson indicated it is live video and any camera can be pulled up by the police department on their laptop or in their office. Mr. Johnson indicated the completion date will be April. In response to questioning from Mr. Pecoraro, Mr. Johnson reported we are still within budget for this project and within contingency allowances.

The update was received as information.

COMMITTEE REPORTS

FINANCE AND POLICY COMMITTEE – REPORT RECEIVED

Mr. Pecoraro reported the Finance and Policy Committee met on February 1, 2017. He reviewed the information items pending in committee as follows:

Fiscal Year 2018 Budget:

Mr. Pecoraro indicated the committee had the first look at the FY2018 proposed budget. The committee did not get to review the CIP but this review will take place at the March meeting. In response to Mr. Stevenson's question of whether the proposed budget includes the Wake Transit Plan, Mr. Walker explained a supplemental budget will be submitted for increases relating to the Plan.

CNG Study:

Mr. Pecoraro reported a supplement to the last review was provided and the committee had asked that changes be flagged. That was not done so the committee will have to go through the whole document again. This item will be reviewed again at the March committee meeting. Mr. Walker noted staff is waiting on an additional technical report on different types of technologies. Mr. Pecoraro indicated the Transit Plan will necessitate ordering 200 buses over the next few years and a schedule is needed of when we purchase these and when they will be delivered. Decision needs to be made on the first purchases quickly. In response to a question from Mr. Stevenson, Mr. Walker explained staff applied for a LAPP Grant and received that last month for \$3.2 million for a fueling station. The total needed is \$4 ½ million. That application was brought to the authority in November and discussed the opportunity it would provide.

MARKETING COMMITTEE – REPORT RECEIVED

Ms. Rezeli reported the Marketing Committee met on February 2, 2017 and made the following recommendations:

Advertising Policy:

Members received in their agenda packets a copy of the Transportation Advertising Policy with changes in the existing policy noted in red. This includes visual displays we will be installing at the station and on all the buses. Mr. Walker noted GoRaleigh and Union Station have new displays installed on buses. Ms. Rezeli stated the revisions still need to be reviewed by the City Attorney. Mr. Walker indicated the Wake Transit partners would not have anything to do with this and relates to our station and buses.

Mr. Rezeli moved approval of the revises policy subject to approval by the City Attorney. Her motion was seconded by Ms. McCullers, unanimously passed. Chairman Horne ruled the motion adopted.

Mr. Stevenson referred to advertising at bus stops noting he understood advertising in the right-of-way is not permitted in Raleigh with Mr. Walker stating that is correct. Mr. Stevenson asked if anyone had engaged in discussion with the City Council regarding potential changes in that policy. Mr. Ralph indicated that had been brought to Council but there was no interest from the Council. He felt this is a great revenue possibility.

Ms. Rezeli suggested referred this question of advertising at bus stops back to the Marketing Committee for study. Mr. Horne noted this would be studying advertising in the City right-of-way and not state right-of-way.

GoRaleigh Bus Stop Sign Design:

Members received renderings of proposed bus stop sign designs in their agenda packets. Mr. Walker indicated the signs will be in a flag style flag and not pole mounted allowing visibility from either direction. Ms. Thurman stated transit needs to be marketed more and this would be a good way to accomplish that.

Mr. Ralph moved approval of the sign design. His motion was seconded by Mr. Magsanoc, unanimously passed. Chairman Horne ruled the motion adopted.

Bus Shelter Design Competition:

Chairman Horne reported the jury met and selected the winner of the bus shelter design competition. Mr. Walker indicated there were 3 finalists shelters on display at CAM that received much public interest. The Jury narrowed the finalists down to 2 and then selected the winner designed by Clark Nixon. Chairman Horne indicated they did a good job responding to public comments. They now have to go through DOT. Mr. Walker indicated work is going forward on getting estimates in and the next step would be to get engineering drawings to send out for bid and go to NCDOT right-of-way for the approval process.

Mr. Ralph moved approval of the Clark Nixon Design. His motion was seconded by Ms. Thurman, unanimously passed. Chairman Horne ruled the motion adopted.

Ms. Thurman thanked Mr. Stevenson for getting this project rolling and noted the process has been great. She also thanked all those who entered the competition. Mr. Walker indicated the City of Raleigh can go ahead and install the shelters following staff research to find locations. The DOT process will take approximately 6 months.

Discussion following having the new shelter at Artspllosure with this question referred to the Marketing Committee.

The next meeting of the Marketing Committee will be March 2.

STAFF REPORTS – RECEIVED

Members received in their agenda packets the following staff reports:

1. Statement of Income (December 2016)
2. Variance Analysis (December 2016)
3. Go PASS Ridership Summary (December 2016)

4. Go PASS Ridership by Agency (December 2016)
5. Accessible Raleigh Transportation Summary (December 2016)
6. Operating Statistics (December 2016)
7. Route Statistics (December 2016)
8. Ridership Percentage by Time Period (December 2016)
9. Evaluation by Route (December 2016)
10. Advertising Update (December 2016)
11. On time Performance Report (January 2017)
12. Monthly Talking Points (February 2017)

CONCLUDING REMARKS – RECEIVED

Mr. Ralph thanked the authority for the plaque presented to him. He thanked existing and former members of the authority. He indicated it had been a pleasure working with all members. He indicated this is his 16th board of commission and had never worked with people that are more committed and who care about their representation. He stated he is aware of the upcoming challenges and felt the authority is well prepared to handle them. He asked that the drivers be given his appreciation. He also thanked staff noting they address things head on and are the most professional and knowledgeable he had seen. He wished the authority good luck ahead.

Mr. Pecoraro noted since the Transit Plan was approved in November, ridership continues to decline since July 2013. He stated he would like to see a plan to boost ridership. Ms. Rezeli indicated the lower price of gas has caused some of the decline. Mr. Stevenson indicated in working on a number of projects, every time the number one concern is traffic. This is an opportunity for this system and the authority to get that message out that there are alternatives to hopping in your car. Mr. Walker stated staff has been looking at regional and national trends and there is decline in ridership across the country.

ADJOURNMENT

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

Respectfully submitted,

Brenda Hunt