

RALEIGH TRANSIT AUTHORITY
MAY 11, 2017
MINUTES

The Raleigh Transit Authority met on Thursday, May 11, 2017 at 3:30 p.m in the Council Chamber, Raleigh Municipal Building, 222 W. Hargett Street, with the following present:

Jane Thurman, presiding
Yvonne Bailey
Ray Magsanoc
Tolulupe Omokaiye
Tony Pecoraro
Debra Rezeli
Michael Stevenson
Billy Warden

Staff present: David Eatman, Marie Parker

The meeting was called to order by Vice Chair Thurman

The following items were discussed with actions taken as shown:

AGENDA – APPROVED AS PRESENTED

Vice Chair Thurman reported there would be no changes to the agenda as presented.

Without objection, the agenda was approved.

CHAIRMAN’S REPORT – RECEIVED

Chairman Horne reported that Ray Magsanoc had agreed to serve as the new chair of the Route Committee.

MINUTES – APRIL 13, 2017 – APPROVED

Members had received a copy of the April 13, 2017 minutes in their agenda packets.

Mr. Magsanoc moved approval of the minutes. His motion was seconded by Ms. Rezeli, unanimously passed. Vice Chair Thurman ruled the motion adopted.

ACTION ITEMS

GORALEIGH SERVICE CHANGES – PUBLIC HEARING SCHEDULED FOR JUNE 21, 2017

Mr. Eatman reported over the last several months discussions have related to FY18, Wake County Transit Plan and elements in the plan that will be implemented by GoRaleigh. A number of comments have been received as a result of that, not only the immediate needs of the plan itself but also incorporating those public comments. Due to the complex nature this year, this was presented to TPAC and they made a couple of adjustments to the Wake County Transit Plan that impacted GoRaleigh. He referred to the advance of \$1.25 million in order to proceed in FY18 with CNG in order to get it on line in early FY19. Inside the City of Raleigh the continued advancement of passenger amenities is important. Mr. Eatman reviewed the work involved in providing these amenities. Impacts go beyond transit and includes pedestrian connectivity throughout the City of Raleigh. \$500,000 was advanced to GoRaleigh to further that cause with total investment in passenger amenities in FY18 a little over \$1 million. \$750,000 has been spent on installation of benches, concrete infrastructure, etc. There will be an update at the June meeting of what has been done. He reviewed the status of shelter installations as well as those the 10 that are ready for immediate installation that will go out in the community in the next week or two. He noted we had a condensed year this year but the next step is to be sure we touch base at the RTA level. Staff would like to schedule a hearing on June 21 to be sure there are no additional comments regarding plans for FY18. This will start again for FY19 in August that will go through the full 12 months and will not be condensed into 3-4 months. This would involve moving the Transit Authority meeting to June 21 with the hearing at 4:00 pm in lieu of June 8. The public hearing will be a review of the work items the Transit Authority has seen so far including route changes, Sunday service van changes and park and ride on Poole Road.

Following brief discussion, Mr. Magsanoc moved approval of the June 21 public hearing. His motion was seconded by Mr. Pecoraro, unanimously passed. Vice Chair Thurman ruled the motion adopted.

SECTION 5310 FUNDING AWARD RECOMMENDATION – APPROVED

Mr. Eatman explained this generally is taken to the Finance Committee first but this item came in after the committee met. Selection of grant recipients is a process conducted by the MPO that then comes to the Transit Authority for approval to apply for those grants. There is a tight time frame to get the applications into FTA before the application time lapses with approval by the authority needed before the June meeting.

Ann Steedly, Planning Communities, indicated this item will go before the CAMPO Executive Committee next week for their approval. She reviewed the history of this item and how the grant funds can be used noting \$1.3 million being the total anticipated. This year's recommendations include:

- Alliance for Disability Advocates -- \$243,680
- Arc of the Triangle -- \$206,015
- Center for Volunteer Caregiving -- \$103,147
- GoRaleigh -- \$211,362
- Wake Coordinated Transportation Services -- \$411,705

The approval schedule was reviewed by Ms. Steedly. Ms. Omokaiye questioned outreach efforts with Ms. Steedly indicating this year there were only 5 applications received. There were 200 stakeholders notified as well as notice on the website and social media.

Ms. Rezeli moved that the grant applications be accepted as outlined. Her motion was seconded by Ms. Bailey, unanimously passed. Vice Chair Thurman ruled the motion adopted.

INFORMATION ITEMS

GORALEIGH STATION RENOVATION PROJECT – UPDATE RECEIVED

Gil Johnson, Capital Consulting, provided an update on the GoRaleigh Station Renovation Project that is now being occupied and in use. He indicated there was a big team behind this project including the designer and contractors. He expressed appreciation to the contractor, American South, indicating they did an excellent job and the project could not have gone any better. Mr. Eatman thanked the team noting this was a complicated project that touched someone at every edge as well as horizontally and vertically. Mr. Johnson reported there are a few things left to do for signage, bike racks, vending machines, etc. Mr. Johnson provided before and after pictures of the project. A financial summary was provided with Mr. Johnson indicating this was a \$9,671,000 contract. Of that, the biggest problem was the soil conditions at a cost of \$336,000 to correct which was more than anticipated. There was a \$465,000 change order with most going toward deck repairs that were long overdue causing a 1% increase. There will be a final change order for reconciling time and the project will finish with a new increase of 1%. The Grand Opening will be 5/23 from 10:00 a.m. – 1:00 p.m. with presentations beginning at 10:30 a.m. Members expressed appreciation to Mr. Johnson for the work done on this project and his excellent presentations to the authority.

PUBLIC COMMENTS – RECEIVED

Harris Dewberry, Amalgamated Transit Union, indicated they are scheduled to begin bargaining soon and hoped the process goes well. He indicated their main concern are their riders. In 2016 they were very instrumental in promoting the Transit Referendum and dedicated a lot of time to bringing better transit to this area. He felt they are going in the right direction. He indicated he was present to notify the authority that they are here to promote better transit and show good faith effort to 40+ years of providing good transit and their intent to continue that tradition. Part of that is bargaining and allowing workers to have long, prosperous employment with GoRaleigh.

INFORMATION ITEMS CONTINUED

RALEIGH UNION STATION – BUS COMPONENT – INFORMATION RECEIVED

Mr. Eatman provided an update on the status of Union Station, particularly in regard to the bus component. This is not a GoRaleigh project but rather it is owned by GoTriangle. Preliminary work has begun and there is a master plan and includes how to have a bus component and have a true multi-modal campus. They will be working with a number of stakeholders including GoRaleigh to develop the bus component and other uses. The bus facility concept and design, how busses will serve that development around the perimeter and how to maximize development in the future, how busses might be able to serve the facility and internal circulation and opportunities for how vehicles can access facilities were reviewed by Mr. Eatman. Mr. Magsanoc thought GoRaleigh would have a bigger presence at the facility. Mr. Eatman explained originally there had been early thoughts of not doing the renovations to the GoRaleigh Station and take a larger footprint at the Union Station location which would involve a split facility much like Charlotte. It was not known which routes would serve Union Station, how many busses, etc. but will continue to have the strongest presence at the GoRaleigh Station and will have a good presence at Union Station. Mr. Eatman noted the boards (provided at the meeting) are conceptual at this point. GoTriangle will be moving forward in the next 2-3 years on this project and as it gets closer, representatives from GoTriangle will attend an authority meeting to provide more detail regarding the plans.

The report was received as information.

PARA-TRANSIT PLAN – INFORMATION RECEIVED

Mr. Eatman explained the Para-Transit Plan is lengthy and copies will be provided electronically to members this week for review over the next month. This item was on the agenda to introduce the plan to the authority. This plan is documentation of existing efforts, policy and federal

guidelines that must be followed in providing para-transit. There are many operating procedures and guidelines but there is no formal plan and this is an effort to provide documentation taking into account all requirements and what we do daily and documenting planning efforts to meet ADA requirements. The authority's adoption will be required at a future meeting, hopefully in June. In response to a question from Ms. Rezeli, Mr. Eatman indicated there are underlying guidelines saying there should be a plan. After FY18 we will be getting into service area expansion that will impact services provided to citizens that rely on GoRaleigh's access program and there is a need to document where we are and existing policies and then develop that plan.

The report was received as information.

COMMITTEE REPORTS

FINANCE AND POLICY COMMITTEE – REPORT RECEIVED

Mr. Pecoraro reported the Finance and Policy Committee met on May 3, 2017 and made the following recommendations:

GoCard Value Determination & Fare Equity Analysis:

Mr. Pecoraro explained members received a report entitled "GoRaleigh 2017 Smartcard Fare Equity Analysis" in their agenda packets. Part of the report is requesting changing the fare structure noting nothing is being taken away. Cards are \$1.50 - \$2.00. Because of minority requirements, the committee recommended giving away 10,000 cards. Mr. Eatman explained this item is to set card value which can be used for years once a \$2.00 card is purchased.

A representative from Planning Communities reviewed the Analysis Report in detail. The analysis is to determine if there will be adverse impact on minorities or low income populations and it is up to GoRaleigh to provide mitigation if any are found. The analysis process, public engagement, fare payment breakdown and access to ticket vending machines, etc. were reviewed in detail. Discussion followed regarding locations of ticket vending machines, the summary of Title VI impacts, mitigation and enhancement opportunities and public outreach. It was noted the machines cost \$75,000 - \$80,000 each with Ms. Bailey indicating this is a very large investment. Ms. Omokaiye asked if staff had done actual public outreach with Mr. Eatman explaining the machines are not operational yet and will move forward with ticketing machines at cash only basis and let people know about that. Credit card transactions will come at a later date. It is planned to move forward with cash transactions by May 23. We do not have a definite strategy for notifying people about the credit card transactions at this point but will come up with that.

MR. MAGSANOC LEFT THE MEETING

Mr. Pecoraro moved reaffirming the use of Smartcards. His motion was seconded by Mr. Warden, unanimously passed. Vice-Chair Thurman ruled the motion adopted.

Mr. Pecoraro moved approval of the price of Smartcards at \$2.00 per card. His motion was seconded by Ms. Bailey, unanimously passed. Vice-Chair Thurman ruled the motion adopted.

Mr. Pecoraro moved approval of the Fare Equity Analysis. His motion was seconded by Mr. Stevenson, unanimously passed. Vice-Chair Thurman ruled the motion adopted.

Memorandum of Understanding for Sub-Allocation of FTA Raleigh Urbanized Area Formula Grants:

Members received a memorandum in their agenda packets explaining this item. Raleigh is the designated recipient for Section 5307-/5340 and Section 5339 federal transit funds for the Raleigh Urbanized Area and expects to continue to be the designated recipient. Raleigh, GoTriangle, Cary and Wake County are required to submit data to the National Transit Database used by the FTA for the distribution of the funds. FTA distributes funds by formula that accounts for population, population density, bus revenue miles and passenger miles. Raleigh, as the designated recipient desires to pass through the funds on an annual basis in proportion to GoTriangle, the Town of Cary and Wake County and all desire to execute an agreement for the annual distribution of the funds.

Mr. Pecoraro moved approval the Memorandum of Understanding. His motion was seconded by Ms. Bailey, unanimously passed. Vice-Chair Thurman ruled the motion adopted.

Wake County Transit Capital and Operating Funding Agreements:

Members received in the agenda packet an information funding sheet. Mr. Eatman explained the sheet included all line items that were approved and will be covered under the Wake County Transit Capital and Operating Funding Agreements totaling \$9,888,920. The items will go before the City Council before June 30. The reason for bringing these early was they may happen quickly and could be outside the ability for staff to bring them to the authority in a timely manner. He asked approval of the agreements in draft form acknowledging the total value as outlined by the Wake Transit Plan.

Ms. Rezeli moved approval of the Agreements as outlined. Her motion was seconded by Mr. Stevenson, unanimously passed. Vice-Chair Thurman ruled the motion adopted.

MARKETING COMMITTEE – REPORT RECEIVED

Ms. Rezeli reported the Marketing Committee met on May 4, 2017 and made the following recommendations:

GoCard Giveaway – Kick Off Promotion:

Ms. Rezeli 10,000 GoCards will be given away and are likely to be available by May 23. This item approves the 10,000 inkind cards. Mr. Eatman indicated we may want to give some away at the May 23 event. Staff will bring recommendations to the committee in June to determine how to get the cards out. He indicated it will be good to allocate 15-20% of the stock for promotional purposes at the GoRaleigh event.

Mr. Stevenson moved approval of the giveaway. His motion was seconded by Ms. Rezeli, unanimously passed. Vice-Chair Thurman ruled the motion adopted.

Bus Shelter Competition Design:

Mr. Eatman explained there are 2 projects going on regarding shelters and shelter branding. Together Raleigh, a group of local businesses, has donated funds toward improvement of bus stops throughout the City. They are trying to identify up to 10 sites to have artwork throughout the City. The Arts Commission will be working on this to approve and select the art and locations. The City Council has to accept funds for the City arts staff to manage art selection and implementation and process to be followed

In regard to the competition, Mr. Eatman reviewed the background of this item noting there were several entries received. The finalist is Clark Nexsen and staff is working on the constructability and will be going through design refinement, final design and engineering. This is not an overnight process and requires a lengthy review period. Staff will be going through the process for approximately 12 months. Manufacturing and installation will take more time and staff will be working with the Marketing Committee on this. Periodic updates will be provided to the authority.

ROUTE COMMITTEE – REPORT RECEIVED

Changes to Routes 11 and 11L:

Mr. Walker reviewed the changes noting Route 11 will no longer serve the shelter inside shopping center. Connection between Routes 11 and 11L will move out onto the street at Gorman and Avent Ferry Road. Buck Jones route will serve inside the Shopping Center for now.

This item was received as information.

ADJOURNMENT

There being no further business, the meeting adjourned at 5:15 p.m.

Respectfully submitted,

Brenda Hunt