

RALEIGH TRANSIT AUTHORITY
AUGUST 10, 2017
MINUTES

The Raleigh Transit Authority met on Wednesday, August 10 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
Tolulupe Omokaiye
Tony Pecoraro
Debra Rezeli
Karen Rindge
Jane Thurman
Billy Warden

Staff present: David Eatman, Marie Parker

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 one item relating to an update on the 2030 Comprehensive Plan added to the agenda..

Without objection, the agenda was approved as amended.

ACTION ITEMS

MINUTES – MAY & JUNE, 2017 – APPROVED AS AMENDED

Members had received copies of the May and June, 2017 minutes in their packets. Ms. Thurman moved approval of the minutes with corrections to be made to typo errors. Her motion was seconded by Ms. Bailey, unanimously passed. Chairman Horne ruled the motion adopted.

BUDGET ADOPTIONS – CMAQ & STP-DA – APPROVED

Mr. Eatman explained this item relates to CMAQ funding for three 40-foot buses totaling \$1,652,972 and STP-DA funding for CAD System Replacement totaling \$1,305,000. These funding requests will appear on the August 15 Council Agenda. A memo was included in the agenda packet reviewing the purpose of this item. The Authority previously approved 5310 funding and now needs approval of CMAQ and STP-DA. He noted the MPO has a discretionary approval process and we were funded for upgrade of the CAD system that is the brains for everything the general public sees. He reviewed in detail the purpose of this system and what these funds will provide including items such as what bus number is on a particular route, if the bus is on schedule, is the bus off route, driver of the route, etc. The information provided by this system is very important to staff for items such as route production reporting, etc. Mr. Eatman reviewed the CMAQ request that relates to congestion mitigation noting these three buses were tagged originally as hybrid electric but since the CNG program was approved, the funds will be used to procure those types of vehicles.

Mr. Pecoraro asked who will be doing the CAD system with Mr. Eatman explaining that is not known at this time as the project will go through the bid proposal process. He hoped multiple proposals will be received for the development of the system. Until we go through the proposals and review options, it is not known what the cost will be. David Walker will be responsible for this review and FTA oversight and will also be working closely with Marie and her staff who will review the proposals from a different perspective.

Chairman Horne asked if this is for funding both hardware and software with Mr. Eatman responding the funding is for both. Bids will be received within 3-6 months maximum.

Ms. Rindge asked if this is creating more accurate real time information for the riders so they will know where the buses are exactly as opposed to an estimate. Mr. Eatman explained there is an algorithm that will make projections to determine where the buses are that uses speed, etc. which brings stronger stability to the overall network. This information makes it easier to schedule routes since the bus knows it is going on a particular route. The current software is about a decade old and has updates but this is the point where new software is needed. The most important thing is being able to see where the drivers are, bus number and adds safety security items.

Mr. Horne asked if this is replacing some of the CAD modems with Mr. Eatman responding it replaces some of them and goes to 4G. He explained 75% of our buses have wifi and the others

do not since they have older modems. The remaining with this procurement will get the new modem.

Mr. Pecoraro asked if staff had already prequalified prospective bidders with Mr. Eatman responding staff has not done prequalification on this particular project and has not discussed that internally yet but staff will be discussing procedural strategies as soon as the funds are received and set up and are ready to go.

Ms. Thurman moved accepting the budgets as presented by Mr. Eatman. Her motion was seconded by Mr. Magsanoc, unanimously passed. Chairman Horne ruled the motion adopted.

INFORMATION ITEMS

2030 COMPREHENSIVE PLAN – UPDATE PROVIDED – RECEIVED AS INFORMATION

Jason Hardin, Planner with the Planning Department, provided the status of the Comprehensive Plan Update that has been going on for 2 years. He referred to the completion of the Wake Transit Plan that will be coming to Raleigh which also relates to the land uses associated with transit and transportation. As part of the final process, Planning is doing 100 meetings in 100 days noting this is meeting number 76. He reviewed where meetings have taken place to this point. He explained this update has been an extensive process and the current comprehensive plan has been around for 10 years. Mr. Hardin reviewed what has gone into the update including public meetings, etc. A final draft is now available with the transportation element including transit guidance. Staff is at the point of presenting the draft plan to various boards and commissions. Ten significant changes were explained including graphic design, key policies, height and transitions, transit plan, resiliency, affordable housing, water supply, local food systems, Downtown element and area plans.

Mr. Pecoraro asked if there is information on the number of bike accidents that seem to be increasing with Mr. Eatman noting he could provide that information. Ms. Rindge explained this is collected at the county and state level as well as through hospitals and public health institutions. Transportation Director Rogers explained that information is maintained by the City and is analyzed on a regular basis to determine if there is any type of improvements that are needed in any particular area. He indicated that is very important information. He stated staff has not looked at the rate of accidents at this time but that is something that can be looked at. He explained staff does look at trends in this area. Mr. Eatman was requested to provide data on bicycle accidents to members of the Authority.

Ms. Rindge stated one of the things in the comprehensive plan is the Complete Streets Policy and one of the main goals of that is to reduce bicycle problems and make transit more accessible and make the roads safer for all modes of transportation. Ms. Rogers indicated that is correct and the City does have an adopted policy for Complete Streets looking at every mode of transportation. If there is a problem, staff looks at all things involved to come up with solutions. With the Complete Streets Policy we have, staff is not just looking at things from the perspective of the vehicle but also also from the perspective of the pedestrian, cyclists, the person walking, some individuals in wheel chairs, etc.

Mr. Hardin stated the comprehensive plan incorporates the Wake County Transit Plan and the City is undergoing some significant transit planning that looks further into the future. He noted once the plan is complete, there will be additional amendments coming along. Land use and transit coordination, transit/land use policy examples, transit/land use new policies and potential additions to the plan were discussed. Mr. Hardin reviewed what is next and pointed out this information is included on the City's website. Discussion followed regarding affordable housing as it relates to transit with Mr. Hardin stating a hue part of City policies relate to affordable housing. Ms. Thurman stated affordable housing could be referring to affordable subsidized housing, naturally affordable housing, increased density around stations. She stated what is meant by affordable housing is defined differently. Transit oriented development and how that fits into affordable housing was discussed.

Mr. Warden asked what critique was heard at meetings regarding the authority or the transit system with Mr. Hardin responding citizens walked away feeling good about the directions transit has taken in Raleigh. In response to a question, Mr. Hardin stated the comment period will go to the end of September.

Ms. Rindge was thrilled with the direction of the plan and will bring together transportation and land use and increased access to affordable housing. She noted the group she works with (WakeUp Wake County) feels we can't just plan to plan at this point noting property values are escalating rapidly already and we are losing naturally occurring affordable housing. Ms. Rindge indicated she sees a need for transportation and housing departments to work together now to look at opportunities and a lot of creative ways are needed in the direction of affordable housing and will not be able to rely on low income tax credits. She was pleased this is bringing all these issues together and will have to talk about increasing density noting this will be vital along transit lines.

This update was received as information.

WAKE TRANSIT PLAN UPDATE – RECEIVED

Mr. Eatman reported members received a memo in their agenda packets that indicates Transit staff continues to follow a number of meetings occurring regarding the Wake Transit Plan. This is a City wide effort much larger than just the Transit staff and involves many departments. There are 3 committees and 5 studies going on relating to the Plan. Mr. Eatman reviewed the purposes for each committee and study. He advised members to contact staff with any questions relating to any element of the ongoing work. The updates will be on each monthly agenda of the authority where a general overview will be presented of what is going on regarding all planning efforts. In response to a question from Mr. Warden, Mr. Eatman reviewed the most surprising and most challenging aspects of the process thus far. Mr. Eatman indicated staff wants to keep the authority engaged in what is happening in the planning stages of the Wake Transit Plan noting at times there would be reports of the status and at times there may be items for the authority to adopt that would appear as action items on the agenda. Mr. Pecoraro asked if there is a completion date set on the planning with Mr. Eatman responding there are timelines involved and would bring those back at the next meeting.

Ms. Rindge noted there is a meeting put on by GoTriangle scheduled for August 16 at the Convention Center to get input from stakeholders about public input process for the next 10 years and asked if board members had been invited. Mr. Eatman indicated if they have not been invited yet, he would make sure they are invited.

The update was received as information.

COMMITTEE REPORTS

FINANCE AND POLICY COMMITTEE – NO REPORT

Mr. Pecoraro reported the Finance and Policy Committee did not meet in August.

Mr. Pecoraro indicated there was an item referred to the Committee at the July meeting regarding Like Size Buses which did not appear on the agenda and requested that the item be added to the agenda.

Some of the time sensitive items were brought up under staff reports later in the meeting.

MARKETING COMMITTEE – REPORT RECEIVED

Ms. Rezeli reported the Marketing Committee met on August 3, 2017 and made the following recommendations:

In-Kind Bus Advertising – GoRaleigh Drivers:

Ms. Rezeli indicated members received a memo in their agenda packets explaining GoRaleigh is going to start a hiring campaign for bus drivers. Mr. Eatman indicated we want to make sure we are communicating we are always looking for qualified employees at GoRaleigh. This would be our effort to provide information about those opportunities on the sides of buses. We have a lot of queen size spaces available currently. Staff is asking the authority to waive the fees we usually receive for placing the ads on these 12 units. We would pay for production and installation. Ms. Rezeli explained this would involve waiving \$23,400 in fees and \$1,100 for applying the ads. In response to questioning from Mr. Pecoraro, Mr. Eatman indicated we are not turning away any business and there are over 80 units available for queen ads.

Ms. Thurman stated this is good marketing to provide information on hiring qualified drivers.

Ms. Thurman moved waiving the fees for the ads as outlined. Her motion was seconded by Mr. McCullers, unanimously passed. Chairman Horne ruled the motion adopted.

Chavis Park Anniversary aRt-Line:

Ms. Rezeli reported members received a memo in their packets including an event summary. Chavis Park will be celebrating their anniversary on October 7 and as part of that we are requested to do aRt on routes serving that area. Those chosen were routes 13 and 22. This would take place on that date from 11:30 am to 2:00 pm. There will be promotions on social media, placards, etc. This would be at no cost to GoRaleigh. Mr. Eatman indicated this is handled through the Arts Commission.

Mr. Thurman moved approval of aRt on routes serving this area as requested. Her motion was seconded by Ms. Rindge, unanimously passed. Chairman Horne ruled the motion adopted.

Various Matters:

In response to questions from members, Mr. Eatman provided updates on GoCards, maximizing revenues for advertising and publicizing the new bus service expansion. Mr. Eatman indicated reports would be forthcoming as information is available on these items.

INFORMATION ITEMS:

BoardDocs – Agenda Software:

Mr. Eatman reported the City Council has gone to BoardDocs software where they have paperless agenda process. That is now being made available to boards and committees. Ms. Victor provided a visual of what the agendas look like and the various functions. Mr. Eatman indicated a decision did not have to be made at this meeting but he would be bringing it up again at the September meeting.

The item was received as information.

ROUTE COMMITTEE – REPORT RECEIVED

The Route Committee met on August 1, 2017 and had no action items to report out.

Information Item:

RLine Review/Alternatives:

Mr. Eatman reported the Route Committee had a presentation from a company that provides point to point transit services in a variety of downtowns in the US. Tampa was used in the presentation. He noted there are several vendors doing this currently. He reviewed how these businesses work using an app. He indicated this is very preliminary but provides information on available options. The Route Committee will probably see more of these presentations in the future. Mr. Horne indicated the presentation was very interesting noting they would probably use Volt cars if this service were to be provided here.

STAFF REPORTS – RECEIVED

Mr. Eatman reported the ART office has moved to the 1st floor of the Municipal Building.

Mr. Eatman reported Jayna Victor will be moving to the Human Resources Department.

Members received in their agenda packets the following staff reports:

1. Statement of Income (June 2017))
2. Variance Analysis (June 2017)
3. Go PASS Ridership Summary (June 2017)
4. Go PASS Ridership by Agency (June 2017)
5. Accessible Raleigh Transportation Summary (June 2017)
6. Operating Statistics (June 2017)

7. Route Statistics (June 2017)
8. Ridership Percentage by Time Period (June 2017)
9. Evaluation by Route (June 2017)
10. Advertising Update (June 2017)
11. On time Performance Report (June 2017)
12. Monthly Talking Points (August) 2017)

ADJOURNMENT

There being no further business, the meeting adjourned.

Respectfully submitted,
Brenda Hunt