

RALEIGH TRANSIT AUTHORITY
NOVEMBER 9, 2017
MINUTES

The Raleigh Transit Authority met on Thursday, November 9, 2017 at 3:30 p.m in the Council Chamber, Raleigh Municipal Building, 222 W. Hargett Street, with the following present:

Jason Horne, presiding
Ray Magsanoc
Tony Pecoraro
Debra Rezeli
Karen Rindge
Billy Warden

Staff present: David Eatman, Marie Parker, David Walker

The meeting was called to order by Chairman Horne.

The following items were discussed with actions taken as shown:

CHAIRMAN'S REPORT – RECEIVED

Chairman Horne announced that Ms. Bailey is out of town and this will be Debra Rezeli's last meeting. He thanked them both for their service on the Authority. He indicated there are now 2 vacancies on the Authority and Ms. Omakaiye and Ms. Rindge are elevated to full members.

Jane Thurman was present at the meeting and presented with a gift in appreciation of her service on the Authority. Mr. Eatman expressed staff's appreciation for her work on the Authority noting there are difficult decisions this Authority makes. Ms. Thurman was very involved in the branding issue that was challenging and there were different opinions from all over the Triangle area. He felt this issue ended up with a great looking regional and Raleigh logo.

Mr. Eatman reported that budget season is moving along. Adam Howell, administrator for TPAC, was present to provide an update. It was pointed out at the last meeting the authority endorsed the list of priority projects which have gone through the first review with TPAC. Staff will have to see how all requests balance against the financial plan and funds available. The amount nor the scope are available at this time. Public participation will begin in mid January. The priority list will be completed in early January. The list is not the final list and priorities can

change as a result of public input. The final recommendation could go to the governing body in June.

The update was received as information.

ACTION ITEMS

MINUTES – OCTOBER 12, 2017 – APPROVED

Members had received copies of the October 12, 2017 minutes in their packets. Ms. Rindge moved approval of the minutes. Her motion was seconded by Ms. Magsanoc, unanimously passed. Chairman Horne ruled the motion adopted.

BUS ORDINANCE FOR 10 BUSES – APPROVED

The agenda outlined revenues and expenditures for ten 40' CNG Buses in the amount of \$956,434. Mr. Eatman explained this is a traditional grant process (80/20% match and there are no Wake Transit funds in this purchase. A walk through was held with design firms at the fueling station this week for CNG. It is requested to award the contract for engineering and design for shelters. Sometime next week we will have the firm which will lead architect and engineering work on the final project. Staff is moving forward as quickly as possible so the station will be available when the buses arrive. There will be 10 40' buses that will have CNG as opposed to diesel fuel and staff is looking forward to getting them on the road. Mr. Pecoraro stated this is 10 buses at \$95,000 per bus which is a far cry from what we have getting in the past noting this is \$46,000 more than before. He questioned where we are getting \$95,000 per bus. Mr. Eatman noted this is coming from 3 or 4 different federal grants. The vehicles run about \$550,000 each. Ms. Rindge asked, given where things are with federal funding, is their concern we will not get the federal funds. Mr. Eatman responded these are allocated under the current fiscal year and the appropriation is there.

Mr. Eatman stated staff would like to take this item to the City Council on November 21 in order to place the order. He indicated each bus is \$550,000, with a \$5.5 million total.

Mr. Pecoraro moved the award of the contract for engineering and design of the shelter based on a \$5.5 million total. His motion was seconded by Mr. Magsanoc, unanimously passed. Chairman Horne ruled the motion adopted.

ENGINEERING AND DESIGN SERVICES FOR BUS SHELTERS – APPROVED

Mr. Eatman explained this item relates to a contract with Ramey-Kemp & Associates for up to 50 ADA bus shelter sites in the amount of \$500,000. He indicated it is desired to take this to the City Council for approval on November 21. He indicated a lot of flat work is done for these shelters and this contract was based on a high end average of what it costs to engineer and design a site at \$8,000 to \$9,000 each. It will take approximately 6 months to do 25-30 shelters noting they are put out in lots. By the time we get through with site placement and real estate work, some drop out and we end up with 20-25. Eighteen months from now the the shelters will be complete. There are 30 in design currently and will soon go out for construction.

Mr. Pecoraro questioned supervising the installations with Mr. Eatman responding staff visits every site throughout the process and we to have construction management. Staff also checks the survey to be sure we are within survey bounds. Ms. Rindge referred to the recent approval of a text change to require on private sites that the property owner building transit shelters if appropriation at that location. She asked when these are built would any cost be paid by the private sector. Mr. Eatman stated we are always looking for those opportunities and the development community has been very kind. He noted the text change has not taken effect yet. That text change is a great opportunity for us to increase our passenger amenities and this will be brought to the authority so members are aware of the text change. Ms. Rindge noted the FY18 Wake Transit Plan goal is to double the number of bus shelters and asked if these 50 are part of that goal with Mr. Eatman responding yes these shelters are part of that goal.

Ms. Rindge moved approval of the contract as outlined in the agenda. Her motion was seconded by Mr. Magsanoc, unanimously passed. Chairman Horne ruled the motion adopted.

CONTRACT FOR MOBILITY AND TRANSPORTATION PLAN – APPROVED

Mr. Eatman explained this request is to award the contract for Downtown Mobility and Transportation Operations Consultant Study to Kimley-Horn. The dollar amount is in negotiations. He explained there are activities that are going to require some space in limited right-of-way within the Central Business District noting when we think of right-of-way Downtown, there is also streetscape to consider as well. He reviewed the purpose of this study which will help determine circulation patterns developing Downtown and how all the different modes of transportation can be delivered. This is a very important study and will require a lot of participation by stakeholders in that right-of-way every day. The community at large will also be interested. This will help navigation through the CBD in a successful way.

Mr. Warden questioned why Kimley-Horn with Mr. Eatman explaining there were 5 different different firms responding and they were ranked and 3 final firms were interviewed. Staff felt

through that process that Kimley-Horn brought an understanding of the scope as staff described it. Any of the 3 firms could have done the job but Kimley-Horn was more understanding of the complexities of the scope. Negotiations are continuing on price and this will not go to City Council until 12/5. Staff was hoping the authority would allow staff to move forward with the negotiations within our budgeted amount of \$1.25 million. \$850,000 is budgeted by the Wake Transit Plan and \$400,000 local funding and GoRaleigh is the project lead. The Bus Rapid Transit Project led to the demand for this project.

Ms. Rindge asked when will the study be done with Mr. Eatman responding staff is looking at 12-18 months. Ms. Rindge indicated Kimley-Horn was the lead on the Wake Transit Plan and she could see that would be beneficial for this project as they were already involved in the developing the WTP. She stated it is important that this be done right since there will be several modes of transportation coming into our city. Until this is done there are a lot of decisions that can't be made.

Mr. Magsanoc moved that staff be authorized to begin negotiations with Kimley-Horn with the understanding that a statement of work will be part of what is negotiation and staying within the \$1.25 million budget. The motion was seconded by Mr. Pecoraro, unanimously passed. Chairman Horn ruled the motion adopted.

PUBLIC COMMENTS – NONE RECEIVED

No one asked to be heard.

INFORMATION ITEMS

TRANSPORTATION PLANNING ADVISORY COMMITTEE – WAKE TRANSIT PLAN UPDATE

Adam Howell, administrator for TPAC, was present to provide timelines and various elements that are important for the authority to understand and provide members with an opportunity to understanding the workings of the WTP and TPAC. He reviewed the make up, projects that are under way, how the authority is involved, etc. He reviewed where this started, where the plan is now and where the plan is going. There have been meetings for the public and will be one later this evening at Green Road. In regard to public involvement, Mr. Howell reviewed where we are noting this is a new process and where we are going. He noted the survey is still online until the end of November and encouraged members to take the survey. The meeting tonight is the last public meeting in Raleigh noting the other 4 meetings were great successes. He provided examples of what is shown to those attending the public meetings. Samples of data received thus far was reviewed.

Mr. Pecoraro asked if the public meetings get into costs with Mr. Eatman indicated these meetings do not get into cost for each alternative. At this point, GoTriangle is leading this portion of the public participation and once it comes to the GoRaleigh level, public participation will be our responsibility.

Mr. Warden asked if the responses to the survey from people who have never ridden a bus weighed as heavily as those who ride the bus with Mr. Howell indicated that is to be determined and he will take that question back to TPAC. Mr. Eatman stated that is an important question noting everything falls back to the non-rider and they are very important in determining future development and both are important.

Ms. Rindge stated she is thrilled about the survey which is a good way to access people. She stated it looks like it will take one year to do this which is disappointing just to do a plan of how to do public engagement. She didn't understand why this will take so long but understood the complexities.

Mr. Howell stated he wanted to make the authority aware that the items brought up are recognized. The focus will be creating specific public engagement plans and will revisit the public engagement policy to beef up and integrate concerns.

Mr. Eatman indicated an update is not needed every month and felt every other month the authority needs to have a presentation from Mr. Howell. This process has taken a period of time to ramp up and staff attends many meetings weekly. He noted we are behind the curve right now but will catch up fast. It was pointed out in 2 months we will have a draft of the work plan.

COMMITTEE REPORTS

MARKETING COMMITTEE – REPORT RECEIVED

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

First Night Raleigh In-Kind:

This item relates to in-kind sponsorship for First Night Raleigh in the amount of \$4,300. They would get recognition and GoRaleigh logo on everything they produce. The Marketing Committee recommended approval.

Ms. Rezeli moved approval of the in-kind sponsorship. Her motion was seconded by Ms. Rindge, unanimously passed. Chairman Horne ruled the motion adopted.

Information items:

Wake Transit Plan Marketing Funds – Council Update:

Mr. Eatman will be presenting the City Council with an update on how we plan to utilize the \$250,000 and additional funds required from the WTP. It is hoped a baseline can be developed to spend those funds and make changes. The Committee hasn't refined what the expenditures will be but will be doing that before the final budget is adopted. Ms. Rindge asked if the funds will be used for advertising of some sort. Mr. Eatman indicated they do not have specifics yet but are looking at expanding our reach for marketing services we provide.

STAFF REPORT – RECEIVED

Members received in their agenda packets the following staff reports:

1. Statement of Income (September 2017))
2. Variance Analysis (September 2017)
3. Go PASS Ridership Summary (September 2017)
4. Go PASS Ridership by Agency (September 2017)
5. Accessible Raleigh Transportation Summary (September 2017)
6. Operating Statistics (September 2017)
7. Route Statistics (September 2017)
8. Ridership Percentage by Time Period (September 2017)
9. Evaluation by Route (September 2017)
10. Advertising Update (September 2017)
11. On time Performance Report (September 2017)
12. Monthly Talking Points (November 2017)

CONCLUDING REMARKS – RECEIVED

Mr. Eatman reported on the passing of the wife of Richard Vinson and was an art teacher at Southeast Raleigh High School. The authority sent their prayers to Richard and his family.

ADJOURNMENT

There being no further business, the meeting adjourned at 4:50 pm

Respectfully submitted,

Brenda Hunt

