

MINUTES
PUBLIC TRANSPORTATION & PARKING COMMISSION
January 19, 2011

The Public Transportation and Parking Commission met on the above date at 9:15 a.m. in the Conference Room at the Public Works Facility.

Members Present: Ms. Lisa Simmons, Ms. Marsha Wyly, Mr. Ronald Dunbar, Mr. Calvin Garris and Mr. Eric Foushee.

Council Liaison: Council Member Kandi Smith

Staff Present: Mr. Thom Moton, Assistant City Manager; Ms. Nancy Harrington, Transit Manager; Ms. Stacey Pigford, Engineer I; and Ms. Geraldine Teel, Secretary.

WELCOME: Ms. Lisa Simmons, Chairperson, called the meeting to order and welcomed everyone to the meeting.

AGENDA: The agenda for the January 19, 2011 meeting was approved.

MINUTES: Mr. Ronald Dunbar made a motion to approve the minutes of the November 17, 2010 meeting. This was seconded by Ms. Marsha Wyly. The motion carried unanimously.

INTERMODAL TRANSPORTATION CENTER UPDATE: Mr. Thom Moton gave a brief update on the ITC project. He stated that a conference call was held with the Federal Transit Administration (FTA), the State Historic Preservation Office (SHPO) and the North Carolina Department of Transportation (NCDOT) to discuss completion of the Environmental Assessment (EA) process. Mr. Moton said that in order to continue moving forward with the EA staff has determined that the project cannot be completed under the current scope of work with Moser, Mayer, Phoenix (MMPA). Mr. Moton stated that a Request for Proposals (RFP) will be prepared by staff for procurement of proposals from firms with experience in preparing environmental assessments. He noted that staff will review the proposals received and have a recommendation on the contract award at February's City Council meeting. Once approved, the consultant will begin working on the EA to complete the analysis and submit to the Federal Transit Administration for approval. Mr. Moton added that the consultant should have the environmental assessment and FTA approval completed by June 15, 2011 as well as a draft of Finding of No Significant Impact (FONSI). He noted that once the FONSI is issued and approved, the project will move forward.

PUBLIC COMMENTS: There were no public comments at this time.

ELLECTION OF OFFICERS: Mr. Ronald Dunbar nominated Ms. Lisa Simmons to serve a second term as Chairperson and Ms. Marsha Wyly to serve a second term as Vice Chairperson. The members voted unanimously to elect Ms. Simmons and Chairperson and Ms. Wyly as Vice-Chairperson.

PARKING UPDATE: Ms. Stacey Pigford gave a brief update on parking. She stated that a temporary parking policy has been adopted for the TRUNA neighborhood. She noted that temporary parking permits can be issued to contractors and owners of the property when there are repairs or improvements done to the property. She stated that Mr. Carl Reese from the

Community Development Office will be presenting proposed changes such as changing leased hours from 7 a.m. to 7 p.m. to read 8 a.m. to 5 p.m. in the parking lots. She also noted changing the meter ordinance from 9 a.m. to 6 p.m. to read 8 a.m. to 5 p.m. She also noted that the handicap space in the Georgetown parking lot is being moved from the rear of the lot to near the front entrance of Chico's. Ms. Pigford stated that the dual purpose zone on Reade Circle is now a loading zone from 8 a.m. to 12 p.m. and 2 hour parking from 12 p.m. to 5 p.m. She noted that due to some parking issues, restriping will be done soon. Ms. Pigford said that pay stations will be installed in that area. Council Member Smith had concerns about employee parking for the businesses in the Uptown area. She said that when the plan is presented to the City Council, Mr. Carl Reese should state the exact location of the designated employee parking.

FREE RIDE DAY: Ms. Nancy Harrington reported that Free Ride Day was held on Saturday, December 11, 2010. She stated that there were approximately 1,000 riders on that day and noted that on the following Saturday, there were approximately 600 riders. She explained that between 600 and 700 riders are average for a Saturday. Mrs. Harrington also reported that bus drivers distributed candy to the passengers to further promote the Free Ride Day and those passengers were delighted.

BUS ROUTE EXPANSION: Ms. Nancy Harrington gave an update on the bus route expansion. She stated that two (2) new buses are due to arrive spring of 2011. Ms. Harrington showed a map of the current bus routes along with draft maps containing a proposed sixth route. There was discussion on the routes and proposed service changes and additions. Ms. Harrington explained that Route 3 has gained the heaviest ridership and cannot maintain good on-time performance unless modified. The proposed new routes that Commission members agreed should be developed were the Route 3/Route 6 combination of changes to add service and assist route 3 as well as modifications to Route 4 in order to add new service across the river. In addition, Ms. Harrington noted, Route 5 could be modified to include the proposed new Wal-Mart when it is completed. More information will be brought back to the next meeting.

GREAT DATA & RGP SERVICE REPORT: Ms. Nancy Harrington stated that ridership continues to increase. She stated that the County's Rural General Public (RGP) is doing well. Ms. Harrington reported that total expenses are slightly up from this time last year and that revenues are up due to increases in ridership and grant funds.

ADJOURNMENT: There being no further business, the meeting was adjourned. The next meeting is scheduled for February 16, 2011 at 9:15 a.m. in Public Works Conference Room.

Respectfully submitted,

Geraldine Teel, Secretary
Public Transportation & Parking Commission