

**MINUTES**  
**PUBLIC TRANSPORTATION & PARKING COMMISSION**  
**April 20, 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. Eric Foushee, Mr. Warren Daniels and Mr. Neil Edwards.

**Guest Present:** Mr. Wood Davidson, General Manager, ECU Student Transit Authority and Ms. Debra Garfi, Director of Parking & Transportation Services at ECU

**Staff Present:** Mr. Thom Moton, Assistant City Manager; Mr. Wes Anderson, Director of Public Works; Ms. Nancy Harrington, Transit Manager; Ms. Stacey Pigford, Engineer I; and Ms. Jennifer Mills, Secretary.

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

**AGENDA:** The agenda for the April 20, 2011 meeting was approved.

**MINUTES:** Ms. Marsha Wyly made a motion to approve the minutes of the March 16, 2011 meeting. This was seconded by Mr. Warren Daniels. The motion carried unanimously.

**INTERMODAL TRANSPORTATION CENTER UPDATE:** Mr. Thom Moton gave a brief update on the ITC project. He stated the Environment Assessment Report (EA) has been submitted to the Federal Transit Administration (FTA) for approval. He reported that the **Notice of Availability**, the required publication that advises the public that the Environment Assessment is available for public comment, has been published. He stated that written comments will be taken and considered. Mr. Moton said that the EA will be amended to include any comments received. Ms. Nancy Harrington added that the ITC grant application was approved for submittal by FTA.

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

**FREE RIDE DAY:** Ms. Harrington stated that there was a Free Ride Day in conjunction with Pirate Fest on Saturday, April 9, 2011. She reported that GREAT's ridership was over 1,500 passengers, almost double a normal Saturday's count. Ms. Harrington said that staff had an extra bus available during the day to assist with route coverage to ensure that any service delays due to the heavier ridership were minimal.

**PARKING UPDATE:** Ms. Stacey Pigford gave an update on parking. She stated that Community Development is conducting a two day survey of City-owned parking lots in the downtown area to determine the number of cars parked in certain lots. Ms. Pigford added that that this study will help determine future parking needs.

**BUS ROUTE UPDATE:** Ms. Nancy Harrington gave an update on the new bus route. She stated that Route 4 will not be extended to Sugg Parkway at this time because it is outside the City limit. Ms. Marsha Wyly stated that Mr. James Rhodes, Pitt County Planning Director, has concerns about servicing County Home Road. She stated that there are service needs on Saturday in that area and that Mr. Rhodes will be sending a letter requesting service for that area. Mr. Wes Anderson stated that staff had already been approached concerning service to the Farmer's Market on Saturday mornings and would be considering that extension to the Route. Mr. Anderson reminded the Commission that a final decision on the route changes needs to be made at the May meeting. He noted that once a decision has been made, City Council will be notified of the route changes. Ms. Wyly had concerns about how long it will be before bus service is offered every 30 minutes. A discussion was held. Mr. Anderson stated that route and service expansions are considered based on the availability of federal and local capital and operating funding.

**GREAT DATA & RGP SERVICE REPORT:** Ms. Nancy Harrington stated that ridership continues to increase. She said that the County's Rural General Public (RGP) service is doing well. Ms. Harrington reported that GREAT's total expenses are higher as compared to this time last year and that fuel costs continue to rise. Ms. Harrington stated that revenues are up due to increases in ridership and grant revenues.

**ADJOURNMENT:** There being no further business, the meeting was adjourned. The next meeting is scheduled for May 18, 2011 at 9:15 a.m. in Public Works Conference Room.

Respectfully submitted,

Geraldine Teel, Secretary  
Public Transportation & Parking Commission