

PROPOSED AGENDA
PUBLIC TRANSPORTATION & PARKING COMMISSION
February 20, 2013
(9:15 a.m.)

Public Works Department
Conference Room

- | | | |
|-------|--|-----------------|
| I. | Call to Order/Welcome | Marsha Wyly |
| II. | Roll Call/Establish Quorum | Marsha Wyly |
| III. | Additions/Deletions to the Agenda | Marsha Wyly |
| IV. | Approval of October Minutes (Attachment A) | Marsha Wyly |
| V. | Greenville Transportation Activity Center Update | Chris Padgett |
| VI. | Public Comments | Marsha Wyly |
| VII. | New Business | Marsha Wyly |
| VIII. | Old Business | Marsha Wyly |
| IX. | Great Monthly Report (Attachment B) | Stephen Mancuso |
| X. | Adjourn Meeting | |

ATTACHMENT A

Minutes – January 16, 2013

**PUBLIC TRANSPORTATION & PARKING COMMISSION
MINUTES
January 16, 2013**

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

Members Present: Ms. Marsha Wyly, Mr. Bob Thompson, Mr. Warren Daniels and Mr. Adam Lawler.

Member Absent: Mr. Neil Edwards.

Staff Present: Mr. Chris Padgett, Interim Assistant City Manager; Mr. Kevin Mulligan, Public Works Director; Mr. Scott Eaton, Project Coordinator/ Economic Development; Ms. Stacey Pigford, Assistant Traffic Engineer; Mr. Stephen Mancuso, Transit Manager; and Geraldine Teel, Secretary.

Council Liaison: Calvin Mercer

Guest: Garrett Theisen

WELCOME: A quorum was established. Ms. Marsha Wyly welcomed everyone and called the meeting to order.

AGENDA: The agenda for the January 16, 2013 meeting was approved.

MINUTES: Mr. Bob Thompson made a motion to approve the minutes of the October 17, 2012 meeting. This was seconded by Mr. Warren Daniels. The motion carried unanimously.

GREENVILLE TRANSPORTATION ACTIVITY CENTER: Mr. Chris Padgett gave a brief updated on the Greenville Transportation Activity Center (GTAC). Mr. Padgett stated that a presentation to City Council was made in December by Mr. Ken Meyer, the consultant of Moser-Mayer-Phoenix. He stated two sites were presented that were accepted by the Steering Committees. He noted the site at Bonners Lane and Pitt Street was the preferred site chosen. Mr. Padgett stated that Council wants more information on the Center, such as options relating to the programming of the facility itself, the activities in the building, the size of the building, the up front capital cost and the on going operational cost of the facility. He stated staff has been working with the consultant trying to come up with some alternatives and options for this type of programming. Mr. Padgett noted he would like to take three alternatives to the Steering Committees and have the Public Transportation and Parking Commission look at the logistics as well before going back to Council for consideration. One alternative is the model of the Ashville Center which is an outdoor facility with the bus shelters. Another model is the Concord facility which has inside facility with some office space on a limited bases. The third option is a two story facility with opportunity for additional city offices or other functions within the building. He noted this is the option that was first proposed. Mr. Padgett stated the Steering Committees need to meet in February to move forward with this project. He suggested the Public Transportation and Parking Commission make a recommendation to Council as well. Mr. Padgett said the consultant is moving forward with the environmental aspect of the project.

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

INTRODUCTION OF PUBLIC WORKS DIRECTOR: Mr. Kevin Mulligan introduced himself and gave a brief background. He stated that he was pleased to be at the meeting and is looking forward to being a part of this project.

INTRODUCTION OF NEW MEMBER: Chairperson Marsha Wyly introduced Mr. Adam Lawler, the newest member of the Public Transportation and Parking Commission. Mr. Lawler gave a brief background. Commission member and staff welcomed him and introduced themselves as well.

ELECTION OF OFFICERS: Mr. Bob Thompson made a motion to nominate Ms. Marsha Wyly to serve a second term as Chairperson. This was seconded by Mr. Warren Daniels. Mr. Warren Daniels made a motion to nominate Mr. Bob Thompson to serve as Vice-Chairperson. This was seconded by Mr. Adam Lawler. The members voted unanimously to elect Ms. Wyly to serve a second term as Chairperson and Mr. Bob Thompson to serve as Vice-Chairperson.

SHORT RANGE TRANSIT PLAN APPOINTEES: Mr. Stephen Mancuso stated that the firm Stantec, Inc. from Raleigh, NC has been selected for the Short Range Transit Plan. He noted it will go before City Council in February. Mr. Mancuso said a number of committees will be established. He is proposing that the Public Transportation and Parking Commission appoint two of its members to serve on the Steering Committee. Mr. Warren Daniels and Mr. Adam Lawler were appointed to serve on the Steering Committee.

PARKING DECK UPDATE: Mr. Scott Eaton gave an update on the Parking Deck. Mr. Eaton stated Mr. Carl Rees, the project manager was not able to attend due to another meeting. He stated the Economic Development Office was asked to look at several sites throughout the center city and the result was taken to City Council. Mr. Eaton noted the Mosley lot was chosen by City Council as the site for the parking deck. It was best suited for other projects going on in the area. He stated that there will be a (CVB) Convention and Visitors Bureau building there. There will be an entrance way from the parking deck to the building. This project will be worked on in conjunction with the parking deck. He stated they would like to use a contractor at risk for this project. The contractor will build both the deck and the CVB building. He stated it will be a four level structure. He noted three levels will be leased parking. The top level will be general parking with 74 spaces. It will have a total of 256 spaces. He noted the (RFP's) Request for Proposal will go out in April. A discussion was held. The members of the commission stated they would like to have heard from Mr. Rees before it went to Council. Ms. Wyly had concerns about metered parking on the top level. She feels it should be on the bottom and the lease parking on top. Also the lease cost should be at least \$1.00 lower than others in town she said. Mr. Eaton stated that he would take the concerns back to Mr. Rees. Mr. Padgett stated that he will have Mr. Rees come back and give a report to the Commission on how the parking deck will operate.

FIRST STREET PARKING CONVERSION UPDATE: Mr. Scott Eaton gave a brief report on First Street Parking Conversion. He stated that to alleviate some of the parking problems around the Courthouse is to have metered parking for the people having business there. He also noted to have angled parking on both side of First Street. He noted that would create the most spaces. This would also help the employee with easy access to walking. Another alternative is angled parking to the north or the south and parallel parking to the north or south. Mr. Eaton added that maybe parallel parking on both sides of First Street. He noted that bike lanes are

included in the plans and access for pedestrians. This will be taken to Council on Thursday he noted. A discussion was held. The commission members voiced their concerns.

ANNUAL PRESENTATION TO CITY COUNCIL: Ms. Marsha Wyly stated the presentation to City Council will be held this year in October. She noted the time limit is about 10 minutes. She stated she will be giving a summary of events for the past year.

GREAT DATA & RGP SERVICE REPORT: Mr. Stephen Mancuso gave a brief report on GREAT. He stated the ridership for the month of November was good. For the month of December, the ridership was down. This was to some extent due to Pitt Community College being closed for an extended period of time for the Christmas holidays. Mr. Mancuso stated the month of December had some inclement weather as well. He noted that expenses for both months were less than budgeted. He noted revenue for November was higher. Revenue for the month of December was lower due to the timing of some payments from PCC and Pitt County.

ADJOURNMENT: There being no further business, the meeting was adjourned. The next meeting is scheduled for February 20, 2013 at 9:15 a.m. in Public Works Conference Room.

Respectfully submitted,

Geraldine Teel, Secretary
Public Transportation & Parking Commission

ATTACHMENT B

GREAT Monthly Report
January 2013

**GREENVILLE AREA TRANSIT
JANUARY 2013 DATA REPORT**

PASSENGERS

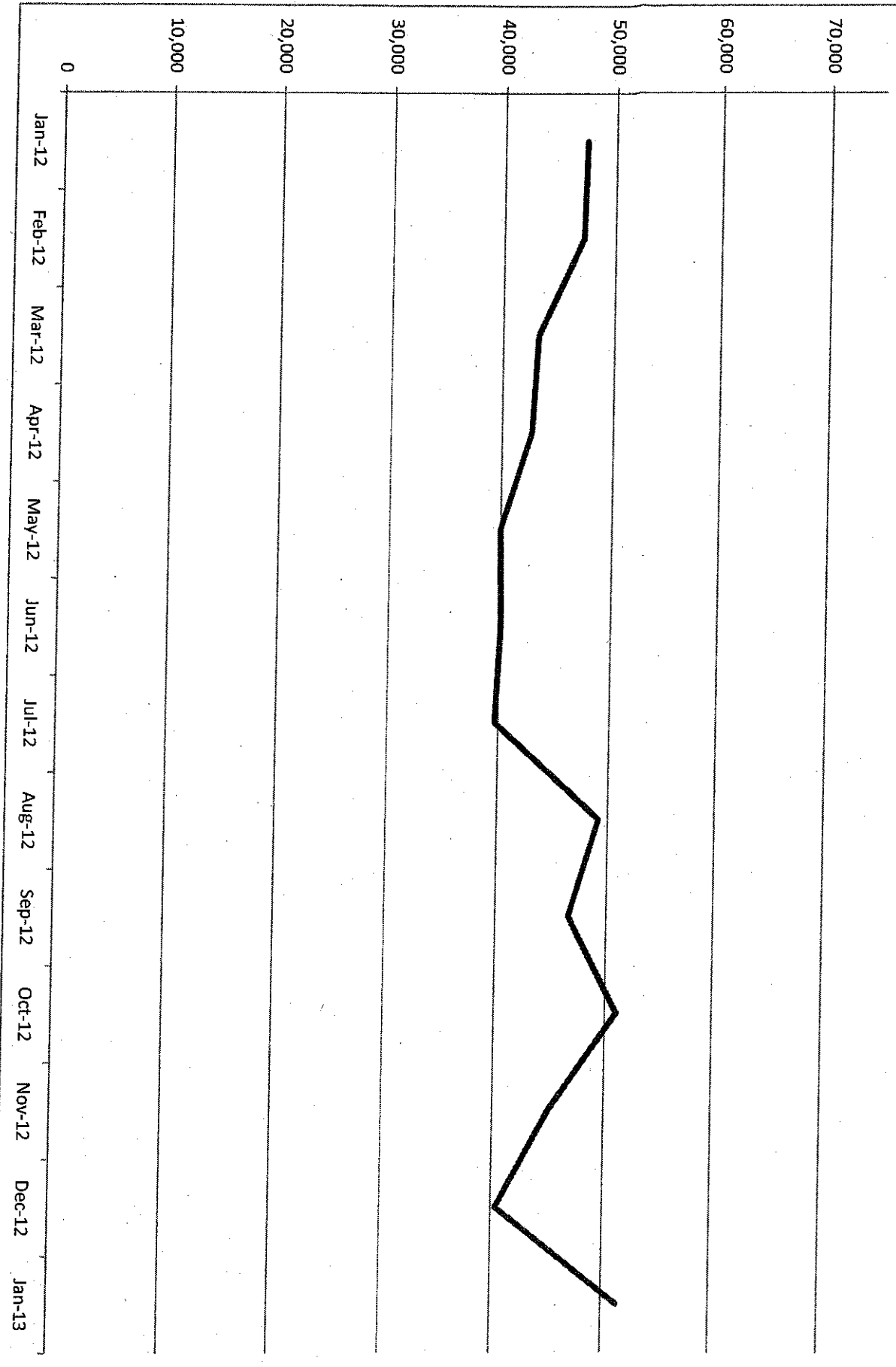
	January 2013	January 2012	YTD FY 2013	YTD FY 2012
GREAT Trips	51,330	47,377	323,086	296,564
Paratransit Trips	1,225	1,100	8,050	7,723
Subtotal	52,555	48,477	331,136	304,287
Tour Bus Trips	20	40	563	350
Total	52,575	48,517	331,699	304,637
PATS/GREAT Connector	414	333	2,580	3,059
DAYS OF SERVICE	26	26	179	181
Passengers Per Day	2,021	1,865	1,850	1,681
HOURS OF SERVICE	1,830	1,932	12,633	13,374
Passengers Per Hour	28.7	25.1	26.2	22.8
MILES OF SERVICE	24,838	25,008	171,470	182,006
Passengers Per Mile	2.1	1.9	1.9	1.7

FIXED ROUTE SERVICE ONLY

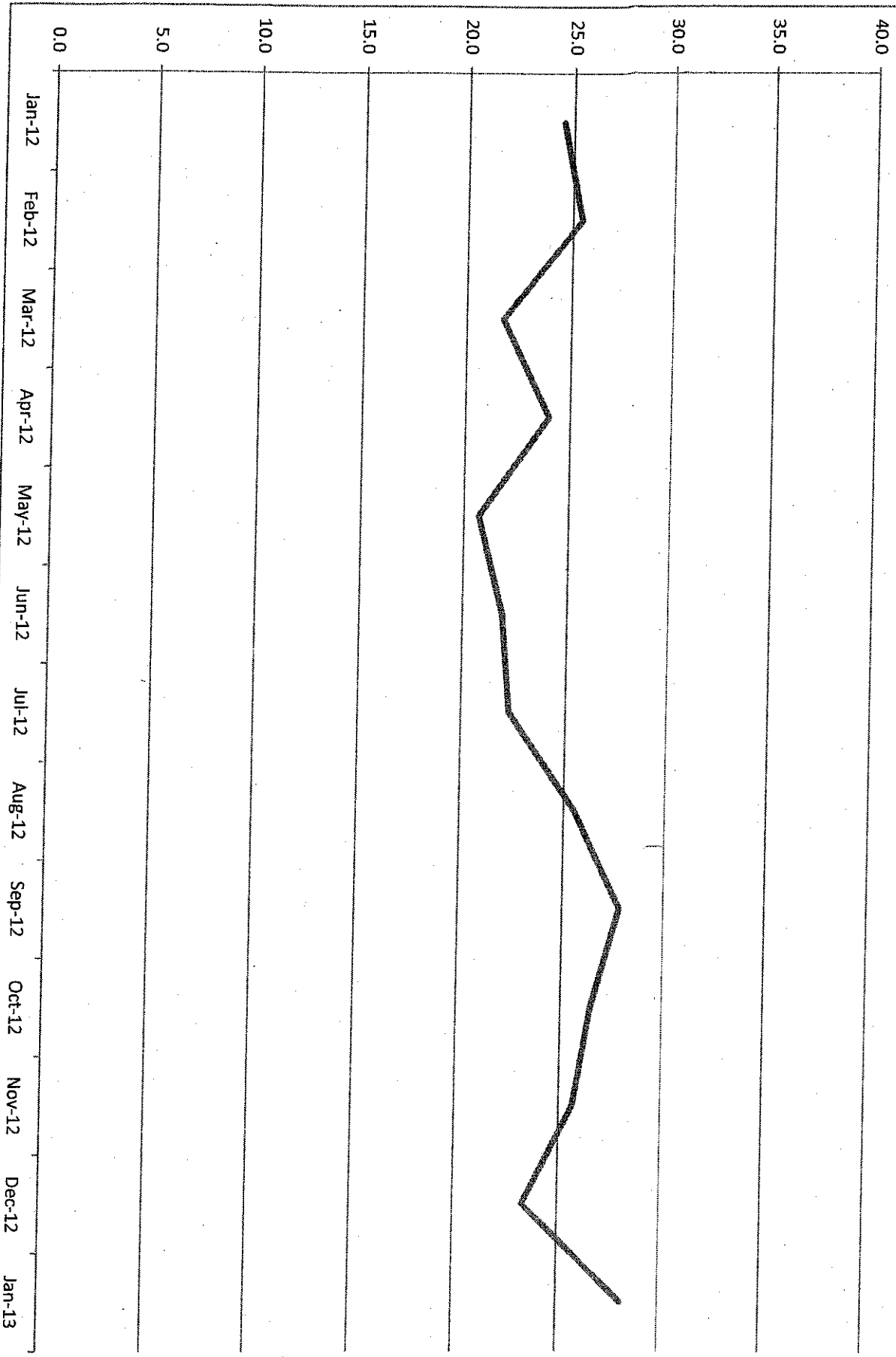
	Month 2013	Month 2013	YTD 2013	YTD 2013	YTD \$	YTD %
	Actual	Budget	Actual	Budget	Variance	Actual vs Budget
TOTAL EXPENSES	\$ 148,542.17	\$ 170,895.75	\$ 985,396.75	\$ 1,196,270.25	\$ (210,873.50)	48.1%
TOTAL REVENUE	\$ 33,283.17	\$ 23,083.83	\$ 193,264.19	\$ 161,586.83	\$ 31,677.36	58.3%
NET COST	\$ 115,259.00	\$ 147,811.92	\$ 792,132.56	\$ 1,034,683.42	\$ (242,550.86)	58.3%

Net Cost Per Passenger	\$ 2.25	\$ 2.88	\$ 2.45	\$ 3.20	\$ (0.75)
Net Cost Per Hour	\$ 62.98	\$ 80.77	\$ 62.70	\$ 81.90	\$ (19.20)
Net Cost Per Mile	\$ 4.64	\$ 5.95	\$ 4.62	\$ 6.03	\$ (1.41)

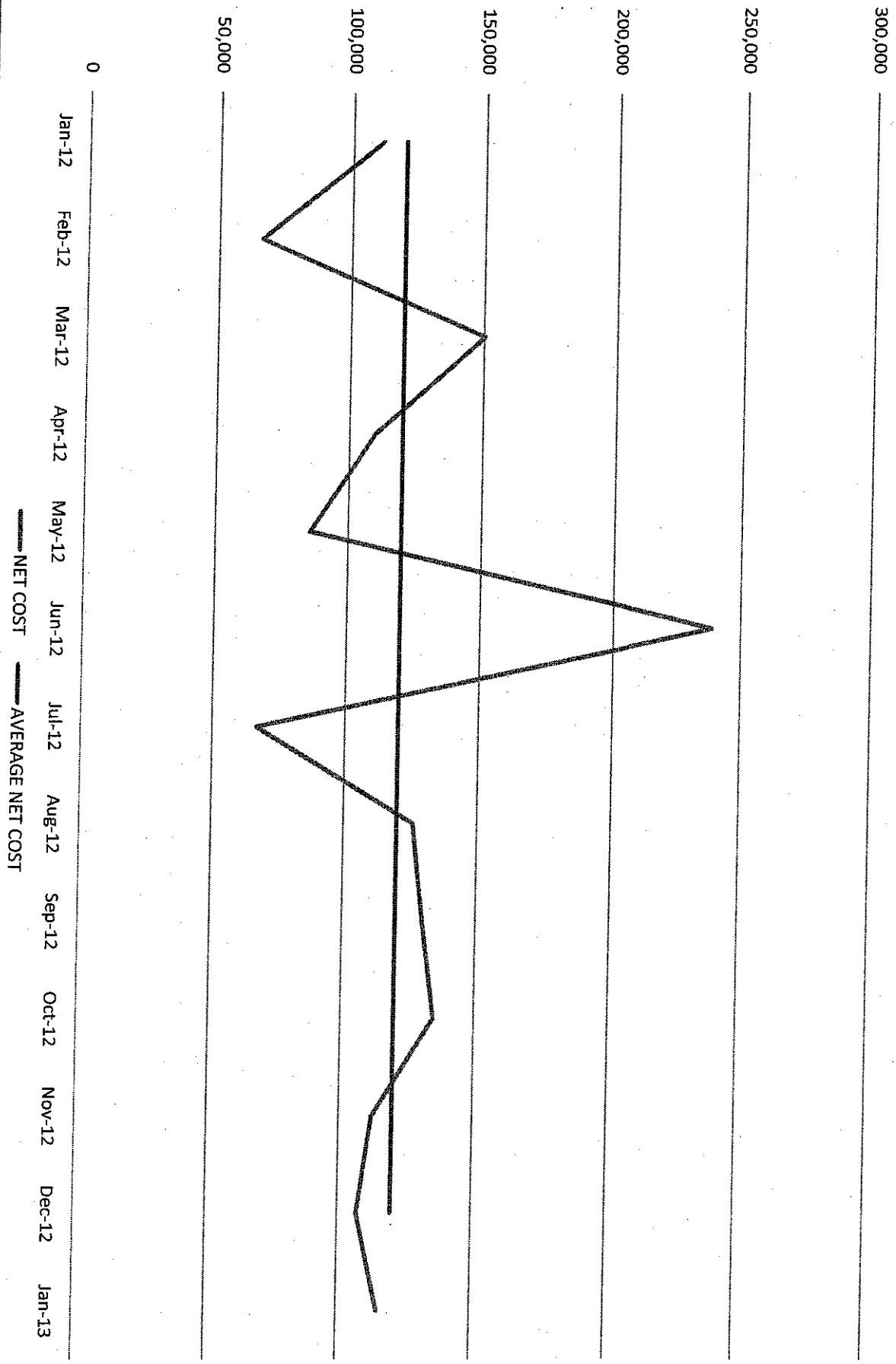
Total Ridership



Passengers / Hour



Net Cost



GREAT
SUGGESTIONS, COMMENDATIONS, COMPLAINTS
Jan-13

SUGGESTIONS:

	CODE	QUANTITY
Route	S1	0
Schedule	S2	0
Bus Stop	S3	1
Shelter	S4	0
		<hr/>
		1

COMMENDATIONS:

Driver	P1	0
Other	P2	0
		<hr/>
		0

COMPLAINTS:

Route	C1	0
Schedule	C2	0
Bus Stop	C3	0
Shelter	C4	0
Driver	C5	7
Other	C6	1
		<hr/>
		8