

PROPOSED AGENDA
PUBLIC TRANSPORTATION & PARKING COMMISSION

April 17, 2013
(9:15 a.m.)

Public Works Department
Conference Room

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

ATTACHMENT A

Minutes – March 20, 2013

PUBLIC TRANSPORTATION & PARKING COMMISSION
MINUTES
March 20, 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, Mr. Charles Moore, and Mr. Dave Schwartz.

Member Absent: Mr. Rick Smiley

Staff Present: Mr. Chris Padgett, Interim Assistant City Manager; Ms. Stacey Pigford, Assistant Traffic Engineer; Mr. Kenneth Jackson, Operations Manager and Mr. Stephen Mancuso, Transit Manager.

Guest: Mr. Wesley Brown/The Daily Reflector.

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

AGENDA: The agenda for the March 20, 2013 meeting was approved with one addition made by Ms. Marsha Wyly under New Business: Attendance at Next Two Meetings.

MINUTES: Mr. Bob Thompson made a motion to approve the minutes of the February 20, 2013 meeting. This was seconded by Mr. Warren Daniels. The motion carried unanimously.

INTRODUCTION OF NEW MEMBERS: Ms. Marsha Wyly asked the newest members of the commission, Mr. Charles Moore and Mr. Dave Schwartz to introduce themselves and give a brief background. The other members and staff introduced themselves as well and welcomed the new members aboard.

GREENVILLE TRANSPORTATION ACTIVITY CENTER: Mr. Chris Padgett gave a brief update on the Greenville Transportation Activity Center (GTAC). He stated the report that was presented to City Council on the project is on the City's website and he encouraged the new members to review that information at www.greenvillenc.gov. For the benefit of the new members, Mr. Padgett gave a quick review since December. He said that two committees were appointed by City Council to look at potential locations for the site. Mr. Padgett noted there were two locations presented to Council. The preferred site selected by City Council is located on the corner of Bonners Lane and Pitt Street. He stated that the consultants are now working on the cost estimate, the size and layout of the facility and what other services will be offered in the facility. He noted the cost to some extent is determined by some off site street improvement needs associated with the circulation of buses as well. Mr. Padgett said that Public Works Engineering staff has been tasked with looking at some of the issues and will be coming back with recommendations. Mr. Padgett stated other on going projects in the vicinity are the 10th Street connector, the Dickinson Avenue improvement project, the Evans Street project, the Federal Courthouse that is under construction, the Mixed Use Development project, and the Parking Deck project. Mr. Padgett stated that a model is being built to see how everything will come together. He proposed to bring back a proposal to the commission before presenting to City Council.

ATTENDANCE AT NEXT TWO MEETINGS: Ms. Marsha Wyly informed the commission that she will not be able to attend the next two meetings due to other obligations. She requested an excused absence. Mr. Bob Thompson, Vice Chairperson said that he plans to attend and will chair the meetings.

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

SHORT RANGE TRANSIT PLAN UPDATE: Mr. Stephen Mancuso stated that Council had approved the Consulting firm Stantec Inc. out of Raleigh to conduct the short range transit plan. He noted that the contract has been signed by the city and has been transmitted to Stantec for their signature. He noted once the contract has been returned, the process will begin for the development of the short range transit plan for the Greenville Area Transit (GREAT) bus service. He stated that the purpose is to put together a blueprint of where the transit system should go in the future. This process will involve participation from various groups such as passenger, non passengers, community leaders, etc. This will involve a lot of data collection and analysis. He noted that staff has identified a list of steering committee members and two people were appointed from the Public Transportation and Parking Commission; however one has since moved away. Ms. Marsha Wyly stated another person will be appointed. Mr. Mancuso said that Stantec is in the process of preparing the project management plan. They will send a document that contains a plan on how the entire process will be conducted over the next six months such as tentative meeting dates, different groups, when surveys will be conducted and all the various pieces of work that will be performed. He stated that as soon as staff gets the project management plan, it will be reviewed and approved. At that time, he will share information with the steering committee and members of the commission the dates, time lines and mile stones that will be undertaken over the next six months. He's expecting to obtain the plan next week. Mr. Mancuso said invitations will go out to all the steering committee members. He stated that ultimately the findings in the report will go from the steering committee to the Public Transportation and Parking Commission and finally the City Council. Mr. Mancuso asked for a volunteer to replace Mr. Adam Lawler. Mr. Charles Moore volunteered to serve on the committee. Mr. Bob Thompson noted that at the last meeting it was suggested that an invitation be given to City Council to ride the GREAT bus to find out more about the operation of the system. Mr. Mancuso noted that it was suggested at the last meeting by Mr. Padgett that such might best be done toward the end of the short range transit plan development process.

GREAT DATA & RGP SERVICE REPORT: Mr. Stephen Mancuso gave a brief report on GREAT. He stated the ridership for the month of February was good. He stated the expenses were under budget for the month and the revenue was over. Ms. Wyly asked if there were any good comments being received about the bus drivers. Mr. Mancuso stated not many. At that point, Mr. Warren Daniels and Mr. Bob Thompson both stated they ride the bus frequently and they have seen many times how helpful the drivers are to passengers and how well they handle certain situations.

ADJOURNMENT: There being no further business, the meeting was adjourned. The next meeting is scheduled for April 17, 2013 at 9:15 a.m. in Public Works Conference Room.

Respectfully submitted,

Geraldine Teel, Secretary
Public Transportation & Parking Commission