

**PUBLIC TRANSPORTATION & PARKING COMMISSION**  
**MINUTES**  
**September 18, 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. Dave Schwartz, Mr. Rick Smiley and Ms. Jessica Faison.

Members Absent: Mr. Bob Thompson, Mr. Warren Daniels and Mr. Charles Moore.

Staff Present: Mr. Kevin Mulligan, Public Works Director; Mr. Carl Rees, Economic Development Officer; Ms. Stacey Pigford, Assistant Traffic Engineer; Mr. Kenneth Jackson, Operations Manager; and Mr. Stephen Mancuso, Transit Manager; Ms. Geraldine Teel, Secretary.

**WELCOME:** Ms. Marsha Wyly called the meeting to order at 9:20 a.m. and established that a quorum was present.

**AGENDA:** Ms. Marsha Wyly asked if there were any additions or deletions to the agenda. There were none. The agenda was approved.

**INTRODUCTION OF NEW MEMBER:** Ms. Marsha Wyly asked that staff and commission members introduce themselves to the newest member of the commission, Ms. Jessica Faison. She then asked Ms. Faison to introduce herself as well and give a brief background. Everyone welcomed Ms. Faison aboard.

**MINUTES:** Ms. Marsha Wyly asked if there were any additions, deletions, or corrections to the August Minutes. There were none. Mr. Dave Schwartz moved approval as written. The motion was seconded by Mr. Rik Smiley and unanimously approved.

**GREENVILLE TRANSPORTATION ACTIVITY CENTER:** Mr. Kevin Mulligan gave a brief update on GTAC. He stated that City Council was presented three options at the last council meeting. The small Ashville model about 500 sq. ft., a medium model about 2,500 sq. ft. and a large model about 8,000 to 10,000 sq. ft. After much debate council decided to go forward with the larger model he noted. He stated that it has officially become a Public Works project. Public Works will be very busy with designs and coordinating the next phase of the contract with the consultant. He noted that Mr. Stephen Mancuso will be very involved with that design as well as securing the funding for the design and construction of the facility. Ms. Wyly stated that there has been some discussion within the technical committee, the steering committee and the Public Transportation and Parking Commission on additional parking in that area. She noted that it will not serve the needs of the facility. Ms. Wyly asked if there's any possibility of incorporating the three lots in the area that the city owns at this stage, to be a part of the current project so that the federal funds would cover that. Mr. Mulligan stated that the idea will be evaluated and discussed in more detail with the internal technical group.

**PARKING UPDATE:** Ms. Marsha Wyly asked for a brief update on parking. Mr. Kevin Mulligan stated that the southern portion being north of Fifth Street and south of First Street has been signed and completed. He noted that approximately 200 parking permits have been sold to date. In addition, the Police Department will start enforcement process in October 2013. Mulligan stated that implementation of signage has begun in the northern portion of the area which is First Street to the river. He noted that will be completed within the next few weeks as well and it will be residential parking only.

Ms. Marsha Wyly gave a brief update on the parking deck. She stated that there was not enough parking in the critical zone; therefore six potential sites were looked at in the area. The Moseley lot was chosen on 4<sup>th</sup> and Cotanche streets, she noted which has 80 spaces now but will increase up to 275 spaces with the parking deck. Ms. Wyly talked about landscaping, site improvements along with safety issues and more. Mr. Carl Rees said the Advisory Committee will be given a presentation on conceptual design by the end of September. In addition, the City Council will be asked to review and approved the conceptual design for the site and the deck on October 7, 2013. Mr. Rees anticipates construction beginning in March 2014. Mr. Mulligan stated that Public Works will be overseeing the whole project to make sure everything is going smoothly, having proper signage and detour signs in order that people will know where to go.

**PUBLIC COMMENTS:** Ms. Marsha Wyly asked if there were any public comments. There were none at this time.

#### **NEW BUSINESS:**

**E-TAG PROGRAM:** Mr. Carl Rees, Economic Development Officer discussed the E-Tag Program. He stated that the E-Tag program would address the concerns expressed by the businesses and property owners regarding the difficulties that area employees and tenants were having with the City's current public parking offerings. He noted that parking over the last few years has become a challenge particularly at peak hours. He stated that if a person is willing to walk six blocks, parking is available, however; according to a study that was conducted, most people are not willing to walk six blocks, maybe two or three the most. The restaurants have concerns for their patrons. They had concerns about adequate loading zone and they need two hours parking available as well for their operation. Mr. Rees stated that a public meeting was held at the library to hear the concerns. There were some merchants, property owners and general public attending that meeting. A working group was established he noted. He said Public Works did a study on the usage of the parking lots. After meeting with different groups recommendations were made to City Council. E-Tag (Employee Tag) Program and the Residential Parking Program were developed for the employee working in the downtown area and residents living there that needed parking for more than two hours. He noted that the program was approved by City Council. E-tag permit sticker be priced at \$150 per year per one vehicle and be sold on a calendar year basis with a six-month proration. Thus a permit could be purchased on January 1 of a particular year at full price and would be valid until December 31<sup>st</sup> of that year. A tag that was purchased after July 1<sup>st</sup> in any given year would be discounted by 50%. This would allow a person to park up to 24 hours in designated areas. He noted E-Tag permits will be available starting October 2013.

**ANNUAL PRESENTATION TO CITY COUNCIL:** Ms. Marsha Wyly stated that the Annual Presentation to City Council is scheduled for November 7, 2013. She noted that she and

Mr. Mancuso will put together a summary of events over the past year. She will then e-mail it to each member asking for their input.

**OLD BUSINESS:**

**GREAT DATA & RGP SERVICE REPORT:** Mr. Stephen Mancuso stated that ridership for the month of August was a good month. He noted that expenses were higher than budgeted, mainly because there were three payrolls in the month of August. Mr. Mancuso said that on a year to date basis, expenses were under budget and revenues were over budget.

Short Range Transit Development Plan is ongoing. He stated that the Steering Committee will be meeting once again and then a report in draft form will be coming before the commission for more detail review and ultimately an endorsement. He stated that the committee has been working on two issues. How to make improvements to the current level of service and how can improvements be made with expanded level of service. With respect to the current level of service, Mr. Mancuso referred to a system wide map and explained a series of route revisions beginning with routes 2, 3, and 6 as a group since these routes are dependent on each other. He then explained the contemplated changes to routes 1 and 5, the second group of routes. Finally, he explained the likely changes to route 4, which is a standalone route on the north side of the City.

Mr. Mancuso then briefly explained the top choices for an expanded level of service, those being service later in the evening Monday through Friday and more frequent service (30 minutes) during the week.

**ADJOURNMENT:** There being no further business the meeting was adjourned. The next meeting is scheduled for October 16, 2013 at 9:15 a.m. in the 3<sup>rd</sup> Floor Conference Room 337 at City Hall.

Respectfully submitted,

Geraldine Teel, Secretary  
Public Transportation & Parking Commission