

MINUTES
PUBLIC TRANSPORTATION & PARKING COMMISSION
January 18, 2012

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. Lisa Simmons, Ms. Marsha Wyly, Mr. Bob Thompson, Mr. Ronald Dunbar, Mr. Eric Foushee and Mr. Neil Edwards.

Staff Present: Mr. Thom Moton, Assistant City Manager; Mr. Wes Anderson, Director of Public Works; Mr. Kenneth Jackson, Operations Manager; and Ms. Geraldine Teel, Secretary.

Council Liaison: Mr. Calvin Mercer

WELCOME: Ms. Geraldine Teel, Secretary, called the meeting to order and established a quorum. Ms. Lisa Simmons, Chairperson, welcomed everyone to the meeting and asked that each member introduce themselves to Mr. Calvin Mercer, newly appointed City Council Liaison for the Public Transportation & Parking Commission. Mr. Mercer greeted everyone and informed the group that he was looking forward to participating on this important City Commission.

AGENDA: The agenda for the January 18, 2012 meeting was approved.

MINUTES: Ms. Marsha Wyly made a motion to approve the minutes of the November 16, 2011 meeting. This was seconded by Mr. Ronald Dunbar. The motion carried unanimously.

INTERMODAL TRANSPORTATION CENTER UPDATE: Mr. Thom Moton gave a brief update on the ITC project. He stated that the deadline for the Request for Qualifications (RFQ's) was December 2011. He stated that approximately twenty (20) invitations were mailed as well as advertising the Notice for Request for Proposals (RFP's). He stated that he has received two (2) responses. The firms that responded are URS and Moser-Mayer-Phoenix. He noted a meeting will be scheduled in a couple of weeks to review the proposals and evaluate the two (2) proposals. Once a firm is selected a recommendation will be made to City Council to award the contract. Mr. Moton stated that a conference call was held in December with the Federal Transit Administration (FTA) to clarify conflicting information that the city received from FTA on the City's eligibility for federal funding for a second site selection process. Prior to staff requesting City Council approval of a contract with a consultant for the site selection process, staff wants to insure that FTA will fund a second process. Mr. Moton noted that the information staff had previously received from FTA indicates that it is an eligible expense. He stated that FTA asked City staff to assist them in evaluating whether or not a second site selection process would be eligible for the federal funding which covers 80% of the project. Staff will prepare a report explaining why the site selection process should be initiated again and addressing the Purpose and Need statement as it relates to the facility.

PUBLIC COMMENTS: Ms. Marsha Wyly made a recommendation to recognize Ms. Nancy Harrington for a Job Well Done during her time as GREAT's Transit Manager at the Commission's next Annual Presentation to City Council in December 2012. We appreciate all the hard work she has done for the Commission and for Public Works, Ms. Wyly said, and she

will truly be missed by all. Mr. Bob Thompson stated that Ms. Harrington will be recognized by the PATS board as well for the years of service from inception of PATS INC/PATS Advisory Board.

ELECTION OF OFFICERS: Mr. Ronald Dunbar made a motion to nominate Ms. Marsha Wyly to serve as Chairperson. This was seconded by Mr. Bob Thompson. Ms. Wyly made a motion to nominate Mr. Dunbar to serve as Vice-Chairperson. This was seconded by Mr. Thompson. The members voted unanimously to elect Ms. Wyly as Chairperson and Mr. Dunbar as Vice-Chairperson.

COMMISSION PARTICIPATION IN THE ITC SITE SELECTION PROCESS: Mr. Thom Moton stated that it is important that a member of the Commission participate on the ITC Steering Committee to represent the Public Transportation & Parking Commission. Ms. Wyly volunteered to serve on this Steering Committee but requested an alternate be appointed in the event there was a meeting that she could not attend. Mr. Dunbar volunteered to represent the Commission in Ms. Wyly's absence.

GREAT DATA & RGP SERVICE REPORT: Mr. Kenneth Jackson gave a brief report on GREAT. He stated that ridership continues to increase. Passengers per day increased due in part to the two (2) free ride days held during Pirate Fest and Police National Night Out. He noted expenses increased during the period due to fuel increases, additional personnel and additional miles related to the new route. Mr. Thompson suggested inviting Mr. Henry Hinton to ride on one of the hybrid buses to see what riding the GREAT bus is like and to provide him information on the ITC project as well as ridership numbers on GREAT and PATS. He noted that Mr. Hinton could be a great asset to the City's public transportation system.

Ms. Wyly had concerns about standing room only availability on buses going to Pitt Community College and some passengers being left at the transfer point because the buses were full. Ms. Wyly asked Mr. Jackson to discuss this with the drivers to determine if the new route added in July 2011 had addressed this issue. Mr. Jackson stated that he would check with the drivers to make sure that the issue has been resolved and will report back at the February meeting.

ADJOURNMENT: There being no further business, the meeting was adjourned. The next meeting is scheduled for February 15, 2012 at 9:15 a.m. in Public Works Conference Room.

Respectfully submitted,

Geraldine Teel, Secretary
Public Transportation & Parking Commission