

MINUTES
PUBLIC TRANSPORTATION & PARKING COMMISSION
March 16, 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.

Staff Present: Mr. Thom Moton, Assistant City Manager; Ms. Nancy Harrington, Transit Manager; Ms. Stacey Pigford, Engineer I; and Ms. Geraldine Teel, Secretary.

Council Liaison: Council Member Kandi Smith

WELCOME: Ms. Lisa Simmons, Chairperson, called the meeting to order and welcomed everyone to the meeting. She introduced Mr. Warren Daniels and Mr. Neil Edwards who were recently appointed to the Commission.

AGENDA: The agenda for the March 16, 2011 meeting was approved.

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

INTERMODAL TRANSPORTATION CENTER UPDATE: Mr. Thom Moton gave a brief update on the ITC project. He stated that two conference calls have been made, one on February 28, 2011 and another on March 13, 2011 with Martin/Alexious/Bryson (MAB), the Federal Transit Administration (FTA), North Carolina State Historic Preservation Office (NCSHPO) and North Carolina Department of Transportation (NCDOT). The meetings were held to discuss and resolve remaining Environmental Assessment (EA) issues. Mr. Moton stated that FTA has been very supportive of staff efforts to complete the Draft Environmental Assessment. He advised that the draft EA had been completed and sent to FTA officials for review and upon receipt of FTA's comments, staff and the consultant, MAB, will work to make any needed adjustments to the document. He noted that once the Environment Assessment Report is complete, Ms. Nancy Harrington can submit a grant application to FTA to secure the earmarked funds. Mr. Moton stated that staff has been communicating with the property owners regularly to keep them up to date with the project. He added when the EA is finalized and approved by FTA, all parties will be notified and a public hearing will be held. Ms. Wyly asked if the concept plans could be made available now. Mr. Moton said that the preliminary concept of how the space could be used is not a detailed site plan; however, it will be made available at the next meeting.

PUBLIC COMMENTS: Ms. Marsha Wyly made comments on behalf of the public. She had concerns about the construction process at the Five Points Plaza. She noted that the trees that are being saved have a tremendous amount of soil over their existing root system. She stated that she does not believe that the standards for preserving the root systems are being maintained. Ms. Stacey Pigford stated that she will look into that matter.

CONTROLLED RESIDENTIAL PARKING UPDATE: Ms. Stacey Pigford gave an update on controlled residential parking. Ms. Pigford stated that a request had been received for controlled residential parking on Forbes Street. She noted that the property owners requested

two hour parking on the east side from 8:00 a.m. to 5:00 p.m. unless the individual has a parking permit. She advised that the request was approved. Ms. Pigford also said that a request was made for controlled residential parking on the west side by permit only. She noted that this request would have to go before the Parking Commission and City Council because it is outside the normal controlled residential parking guidelines. Ms. Pigford showed a map of the area to the Commission. Following discussion, Ms. Marsha Wyly made a motion to approve the request for controlled residential parking by permit only on W. Forbes Street between 10th Street and 9th Street. This was seconded by Mr. Eric Foushee. The motion carried.

COMMISSION BUDGET: Ms. Harrington read a memo from Mr. Wayne Bowers, City Manager, stating that the Boards or Commissions may submit a budget request for fiscal year 2011-2012. The request must be submitted to Financial Services by April 15, 2011 she noted. The Commission discussed a \$4,000 budget - \$1,500 each for two free ride days and \$1,000 for promotional items. Mr. Eric Foushee made a motion to fund two free ride days, one being the Saturday after Thanksgiving and the other the Saturday before Christmas, each a cost of \$1,500 and \$1,000 for promotional items for a total budget of \$4,000. This was seconded by Mr. Neil Edwards. The motion carried. Ms. Harrington stated that she would provide this information to Mr. Wes Anderson for submittal to the City Manager's office.

BUS ROUTE EXPANSION: Ms. Nancy Harrington gave an update on the bus route expansion. She distributed a draft of the proposed route structure for the Commission to review. She stated that Route 6 will begin on July 1, 2011. She stated that Route 6 will assist Route 3 as well as Route 4 as well as add new service area. She noted that Route 3 ridership is almost double the other routes and Route 4 has the most miles; therefore, Route 6 is being designed to accommodate current needs as well as offer an expanded service area. Ms. Harrington added that the City Manager is reviewing the Route design and once approved, it will be advertised.

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; however, she noted that PATS has advised that the routes to Bethel and on Old River Road do not have the needed ridership yet. Ms. Harrington reported that GREAT's total expenses are slightly up from this time last year and that revenues are up due to increases in ridership and grant funds.

ADJOURNMENT: There being no further business, the meeting was adjourned. The next meeting is scheduled for April 20, 2011 at 9:15 a.m. in Public Works Conference Room.

Respectfully submitted,

Geraldine Teel, Secretary
Public Transportation & Parking Commission