

MINUTES
PUBLIC TRANSPORTATION & PARKING COMMISSION
April 21, 2010

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

Members Present: Ms. Lisa Simmons, Ms. Marsha Wyly, Mr. Mike Hamer, Mr. Ronald Dunbar and Mr. Steven Kresch.

Staff Present: Mr. Wes Anderson, Director of Public Works; Mrs. Nancy Harrington, Transit Manager; Mrs. Stacey Pigford, Engineer II; and Mrs. Geraldine Teel, Secretary.

WELCOME: Ms. Lisa Simmons, Chairperson, called the meeting to order and welcomed everyone to the meeting.

AGENDA: The agenda for the April 21, 2010, meeting was approved.

MINUTES: Ms. Marsha Wyly made a motion to approve the minutes of the March 17, 2010 meeting. This was seconded by Mr. Ronald Dunbar. The motion carried unanimously.

INTERMODAL TRANSPORTATION CENTER UPDATE: Mr. Wes Anderson gave a brief update on the Intermodal Transportation Center. He stated that the review process for the environmental assessment is moving through the various federal agencies and that the Federal Transit Administration (FTA) will give the final approval. Mr. Anderson anticipates the process will take at least 60 days due to the additional requirements associated with the Jones-Lee House.

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

REQUEST FOR TEXACO LOT NAME CHANGE: Mr. Carl Reese, Urban Development Planner, advised that the parking lot located on Evans Street between the Federal Annex and the Federal Courthouse was named the Texaco Lot because there was a Texaco gas station adjacent to that property several years ago. Mr. Reese stated that there is no longer a landmark Texaco gas station and because of its proximity to the Pitt County Courthouse and the Federal Courthouse, the Way Finding committee reasoned that it would be appropriate to rename the lot to the Courthouse Lot. Following discussion, Mr. Ronald Dunbar made a motion to change the name of the Texaco Lot to the Courthouse Lot. This was seconded by Mr. Steven Kresch.

NEW PATS ROUTE INFORMATION: Mrs. Nancy Harrington presented a brief update on the new PATS routes. She stated that the plan is to start the service in May. She distributed draft schedules of the main stops. She noted that one route will be on the Old River Road and the other on Hwy. 11 to Bethel. Each route will stop at the GREAT transfer point on Reade Street. She added that Saturday service will not be offered at this time.

PARKING UPDATE: Mr. Wes Anderson stated that staff has met with three prospective vendors for the parking meters. He noted that the two lots currently under consideration are the Chico's and Hodges Lots. He stated that implementation of the temporary parking system in the

TRUNA neighborhood is on-going and that the visitors and care givers will have the ability to park without having to obtain a permanent parking pass.

MEETING LOCATION AVAILABILITY: Mrs. Nancy Harrington stated that Room 337 at City Hall is available the third Wednesday of each month beginning in August for a morning or lunch time meeting. She noted that if the location is moved, it must be advertised seven days prior to the meeting date by posting flyers at the current and new location prior to each meeting until the January, 2011 meeting. At this time, the permanent meeting location and time will be published on the City calendar. Following discussion, a motion was made by Mr. Steven Kresch that the Public Transportation and Parking Commission meeting be moved to City Hall Conference Room 337 at 9:15 a.m. starting with the August 18, 2010 meeting. This was seconded by Ms. Marsha Whyly. Mr. Mike Hamer suggested evaluating the move after three to six months to see how well it's going. Mr. Steven Kresh made a motion to incorporate a review process at the November meeting to address the positive and negative aspects of the move and determine if a possible time change would be beneficial or if the meeting should be moved to the City Council Chambers. This was seconded by Mr. Mike Hamer and the motion carried.

COMMISSION BUDGET: Mr. Wes Anderson stated that the Commission budget for \$3,000 has been submitted to City Manager, Wayne Bowers. Mr. Anderson noted that the budget will not be approved until June and available July 1, 2010, if approved.

UPDATED RULES OF PROCEDURES: Mrs. Nancy Harrington discussed the changes approved by the City Council to the Public Transportation and Parking Commission Rules of Procedure. She noted that under **Purpose** there is an addition of *on street public parking policies throughout the City* and under **Duties** there is an addition of *on street public parking policies throughout the City*. Copies were distributed to the members.

GREAT DATA & RGP SERVICE REPORT: Mrs. Nancy Harrington reported that ridership has increased significantly compared to this time last year. Mrs. Harrington added that the Pitt Area Transit (PATs) RGP (Rural General Public) service has also shown an increase. She added that expenses are down due to a decrease in repairs and fuel prices and that revenues are comparable to last year. Mrs. Harrington reported that the FREE Ride Day held in association with PirateFest was great! There were 1,501 passengers trips compared to 643 passenger trips on the prior Saturday. Mrs. Harrington stated that the new buses are scheduled to arrive March 2011. She noted that plans call for a service expansion in July 2011.

ADJOURNMENT: There being no further business, the meeting was adjourned. The next meeting is scheduled for May 19, 2009.

Respectfully submitted,

Geraldine Teel, Secretary
Public Transportation & Parking Commission