

**PUBLIC TRANSPORTATION & PARKING COMMISSION**  
**MINUTES**  
**August 20, 2014**

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

Members Present: Ms. Marsha Wyly, Ms. Jessica Faison, Mr. Charles Moore, and Mr. Brian Farkas

Member Absent: Mr. Dave Schwartz

Staff Present: Mr. Scott Godefroy, City Engineer, Mr. Kenneth Jackson, Operations Manager, Mr. Stephen Mancuso, Transit Manager, and Ms. Geraldine Teel, Secretary

Council Liaison: Council Member Richard Croskery

Guest Present: Mr. Mike Rutkowski and Mr. Max Bushell, Representatives of Stantec

**WELCOME:** Ms. Marsha Wyly called the meeting to order at 9:15 a.m. and established a quorum was present.

**AGENDA:** Ms. Marsha Wyly asked if there were any additions or deletions to the agenda. There were none. Mr. Charles Moore made a motion to accept the Agenda as written. The motion was seconded by Ms. Jessica Faison and unanimously approved.

**MINUTES:** Ms. Marsha Wyly asked if there were any additions, deletions, or corrections to the June minutes. Mr. Charles Moore made a motion to approve the June minute with one correction; he was present at the June meeting. The motion was seconded by Mr. Brian Farkas and unanimously approved.

**GREENVILLE TRANSPORTATION ACTIVITY CENTER (GTAC):** Mr. Scott Godefroy gave a brief update on GTAC. He stated the RFQ's (Request for Qualification) for the design of the facility are out and are expected to be back in by August 25, 2014. Once they have been reviewed, the interview process will begin. He stated that after the selection of a consultant, a recommendation will be presented to City Council at the October meeting.

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

**NEW BUSINESS:**

1. Election of Vice-Chair: A discussion was held and it was decided to table this item until the next meeting due to the fact that all members were not present.
2. Adoption of PTPC Meeting Agenda Procedures: A brief discussion was held and Mr. Brian Farkas made a motion to adopt the PTPC Meeting Agenda Procedures with a correction of the date being August 20, 2014 as written. The motion was seconded by Mr. Charles Moore and unanimously approved.

## **OLD BUSINESS:**

**PARKING UPDATE:** Mr. Scott Godefroy gave a brief update on the parking deck. He stated the parking deck is now under construction, the foundation work is approximately 75% completed. He said the crane will be coming in soon along with other materials. Once the crane is in place, Cotanche Street will be closed due to construction. Provisions will be made for a detour of traffic he said. Mr. Godefroy stated the contractor has made contact with another firm to help complete the footings to insure everything stays on schedule.

**SHORT RANGE TRANSIT PLAN:** Mr. Mike Rutkowski and Mr. Max Bushell, representatives of Stantec presented the short range transit plan that was developed for the GREAT Transit System. They discussed the goals and objectives, preferred options/implementation process and report overview. The goals and objectives are to continue to focus on needs of existing dependent riders, create new partnerships, attract “choice” riders, enhance bus stop amenities, include service to high-growth and development nodes, improve bus system marketing and suggest strategies to increase revenue. For public outreach there were meetings held at Pitt Community College and Sheppard Memorial Library. Some of the things they heard from the public were, extend weekday hours until 10:00 pm, increase frequency to 30 minutes on all routes, establish protocols to supply more shelters and benches, provide semester passes for Pitt Community College students, and some minor route changes. A Steering Committee meeting and Driver’s meeting were also held. Comments and suggestions were made and taken into consideration. The representatives discussed the adjusted route changes and being cost effective as well. Mr. Stephen Mancuso stated that ten (10) new shelters are being installed at a cost of \$5,000 each. In addition, they are being funded through a capital grant. In January 2015, Mr. Mancuso is planning to implement the zero cost service modification for Route 2. He stated more information will be presented to the Commission before implementation. He stated a lot of recommendations will be used by staff and incorporated with information that’s put together for budget proposal each year. Mr. Mancuso stated the document prepared by Stantec is on the website for review if anyone wishes to do so.

**GREAT DATA & RGP SERVICE REPORT:** Mr. Stephen Mancuso gave a brief update. He stated ridership for June 2014 is slightly higher than June 2013. He stated revenues on a monthly basis and annual basis are over budget and expenses are less than budget. Mr. Mancuso stated that the financial portion of the July report reflects the first accounting period of the new fiscal year and should not be relied upon for an accurate “picture” of the month simply due to the timing of expenses and revenues.

**ADJOURNMENT:** There being no further business, the meeting was adjourned. The next meeting is scheduled for September 17, 2014, at 9:15 a.m. in the Public Works Conference Room.

Respectfully submitted,

Geraldine Teel, Secretary  
Public Transportation & Parking Commission