

**Meeting Minutes**  
**LEE COUNTY TRANSPORTATION ADVISORY BOARD**  
**Tuesday, October 30, 2012**  
**10 am at the Enrichment Center, Classroom A**

**Present:** Fenton Wells, Melanie Rodgers, Bob Bridwell, Ginny Connally Manhardt, Annaika Dastine, Josephus Thompson, Sidney Morgan, Debbie Davidson, Kevin Pearson, Syvella Robinson, Lois Flemming, Bob McCarthy

Fenton Wells called the meeting to order and welcomed everyone. Introductions were made.

Sidney Morgan provided a COLTS quarterly update for July 2012 – September 2012: 125,613 service miles, 104,208 revenue miles and 15,390 passengers. Debbie Davidson reported that gas costs are running in line with our budget. A second transmission was repaired in FY2013. The FY2012 OPSTATS (Operations and Statistical Report) was reviewed. The fully allocated cost for a trip was \$10.59 and \$1.43 cost per mile. The FY2012 year-end budget was \$25,000 over due to five transmissions being repaired and two air conditioning compressors. The 4 wheel chair passenger lift van should arrive by November 15, 2012. The vehicle being replaced has 204,000 miles and will go to the state auction in Raleigh.

Debbie Davidson advised that the FY2014 Administrative, Capital and 5310 Elderly Disabled grants will go the Board of County Commissioners for a public hearing and their approval on November 19, 2012. The county match requirements total \$41,472.

Sidney Morgan gave an update about businesses advertising on the COLTS vans. An agreement has been signed with Nelson & Nelson Chiropractic for \$4,000.

Debbie Davidson advised that the Stevens Center was awarded New Freedom Grant Funds for evening and weekend transportation service for their clients. COLTS will contract and provide the transportation. All requests are handled by the Stevens Center.

Tamra Shaw of NCDOT/PTD advised that FY 2014 grant package requests are available on the NCDOT website. The CTP, Community Transportation Program, Annual Conference was recently held. The TAB is always invited and welcomed to attend the conference. Regional meetings are being scheduled.

Debbie Davidson advised that all goals have been fulfilled in years 1 and 2 of the 5-year CTP Plan. Flemming Transportation reported that they have not heard from NCDOT/PTD regarding their JARC request. Tamra Shaw advised that she sent an email to Flemming Transportation referencing their request. Tamra will re-send the email. Debbie Davidson reported that the building for COLTS to move into was pulled from the County's capital purchase. COLTS will remain at the Enrichment Center until further notice.

Sidney Morgan reported that COLTS is part of a state-wide safety camera project. COLTS will be provided safety cameras provided by NCDOT/PTD and funded by Federal stimulus funds.

Debbie Davidson opened the floor for discussion of items in years 3 and 4 of the CTP 5-year plan. Ginny Manhardt commented that multiple dates of appointments for transportation were not scheduled. Sidney Morgan advised that the Lee County email server directed the emails to a junk file which caused errors and delays. The Lee Co. IT Department has resolved the email issue. Ginny will add a 'read receipt' to her emails to confirm that they have been read.

Debbie Davidson reported that Rev. Dale Miller will no longer be on the Board. There are 19 on the Board and 10 members present are needed to approve the minutes. There are 12 present at today's meeting. Bob McCarthy made a motion to approve the July 24, 2012 meeting minutes, seconded by Ginny Manhardt, all were in favor.

Debbie Davidson reported that a Hispanic and a Minister need to be added to the Board according to NCDOT/PTD guidelines. Bob Bridwell made a suggestion to Debbie Davidson. They will verify if the person is interested.

With no further business, the Board agreed to adjourn. The next meeting will be held Tuesday, January 22, 2013 at 10:00 am at The Enrichment Center.

Respectfully submitted by Melanie Rodgers on behalf of Debbie Davidson, Secretary,

  
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Fenton Wells, Chairman

  
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**Meeting Minutes**  
**LEE COUNTY TRANSPORTATION ADVISORY BOARD**  
**Tuesday, January 22, 2013**  
**10 am at the Enrichment Center, Classroom A**

**Present:** Fenton Wells, Sidney Morgan, Bob McCarthy, Rockie Dillon, Michelle McCarrison, Matthew Chapman, Lesa Price, Nikisha McNeill, Melanie Lamb, Debbie Davidson, Melanie Rodgers

Fenton Wells called the meeting to order and welcomed everyone. The Board approved the October 30, 2012 meeting minutes.

Sidney Morgan provided a COLTS quarterly update for October 2012 – December 2012: 112,573 service miles, 99,415 revenue miles and 15,134 passengers. A copy of the summary is attached to the original minutes. Rockie Dillon asked how ridership is taken for the new weekend service with the Stevens Center. Debbie Davidson replied the guidelines are through the New Freedom and 5310 grant policies; individuals who are disabled or age 60+. The Stevens Center accepts and approves the ride requests.

Debbie Davidson advised that Central Carolina Community College is applying for NCDOT/PTD JARC (Job Access Reversal Commute) grant funds.

Sid Morgan reminded the Board that passengers must follow the 45 minute window rule. Passengers should not call to check on a ride unless that time has passed or if 10 minutes prior to arrival time of the appointment a van has not arrived.

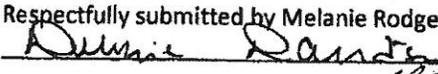
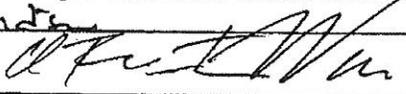
Sid Morgan reported the NCDOT/PTD standard for vehicle replacement has been changed from 100,000 miles to 110,000 miles. Transmission #6 in FY2013 was recently rebuilt. Most days 16 of the 18 COLTS vehicles are on the road in service.

Debbie Davidson provided NCDOT/PTD updates. The new Secretary of Transportation is Tony Tata. The FY2014 Administrative/Capital and 5310 Elderly/Disabled grants have been submitted to NCDOT/PTD. Six vehicles are listed for replacement. FY2014 ROAP (Rural Operating Assistance Program) Grant package requests have not been released. FY13 ROAP funds are low and there is a possibility of a charge to non-Medicaid clients for their ride through this fund.

Debbie Davidson reported that a focus group meeting is scheduled during the next TAB meeting, Tuesday, April 23, 2013 at 10 am. This is in accordance with the CTP 5-year plan schedule.

With no further business, the Board agreed to adjourn. The next meeting will be held Tuesday, April 23, 2013 at 10:00 am at The Enrichment Center.

Respectfully submitted by Melanie Rodgers on behalf of Debbie Davidson, Secretary,

  
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Fenton Wells, Chairman   
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**Meeting Minutes**  
**LEE COUNTY TRANSPORTATION ADVISORY BOARD**  
**Thursday, July 25, 2013**  
**10 am at the Enrichment Center, Classroom A**

**Present:**       **Melanie Rodgers, Rockie Dillon, Michelle McCarrison, Debbie Davidson, Bill Dugan, Sidney Morgan, Roger Bailey, Lois Flemming, Pamela Glover, Shirley Rijkse, Bob McCarthy**

Debbie Davidson called the meeting to order and welcomed everyone. There were no minutes to approve. The April 25, 2013 meeting was a focus group session.

Debbie Davidson advised it is time to elect Chair and Vice Chair of the Transportation Advisory Board. She opened the floor for nominations. Rockie Dillon nominated Bob McCarthy as Chair, seconded by Debbie Davidson, all were in favor. Bob McCarthy opened the floor for Vice Chair nominations. Debbie Davidson nominated Bill Dugan, seconded by Rockie Dillon, all were in favor.

Debbie Davidson provided a Human Services Transportation Plan update. Additional public access, connections between counties and evening access were discussed. TARPO, Triangle Area Rural Planning Organization (TARPO), is a voluntary association of local governments in Chatham, Lee, Moore, and Orange and Wake Counties that plans rural transportation operations and advises the NCDOT on rural transportation policy. The TARPO plan to move Lee County into a new region has been tabled. Ron Rabin, Mike Stone and Deb McManus are representatives for the decisions concerning the county lines in the design of the local planning organizations such as TARPO.

Sidney Morgan provided a COLTS quarterly update for April – June 2013: service hours were 6,195 and revenue hours were 5,274; service miles were 103,528 and revenue miles were 91,339; trips were 13,617. Contract trips have increased slightly. Trips in general have increased by 6%. There are 18 vehicles in the COLTS fleet: 10 lift-equipped and 8 conversion vans. Since July 1, 2013, three transmissions have been rebuilt. One engine is being replaced. A vehicle must reach 115,000 miles to be considered for replacement by NCDOT/Public Transportation Division capital grant funds.

Bob McCarthy asked how much is a trip? Debbie Davidson responded that the fully allocated cost of a trip is \$10.65. The contract rate is \$8.85 per trip.

Debbie Davidson provided a grant and NCDOT update. COLTS is currently running on Lee County Government dollars until contracts are received from NCDOT/PTD. The Lee County Manager agreed to continue services as is until contracts are completed. The FY13 OPSTATS (Operations and Statistics) report is due to NCDOT/PTD by 9/30/13. The FY13 ROAP (Rural Operating Assistance Program) report is due to NCDOT/PTD by 8/31/13. The Lee County Government space needs study includes the co-locating COLTS vans with the office. AARA dollars through NCDOT/PTD provided a safety camera for each van.

Roger Bailey provided handouts regarding evening and weekend programs and transportation provided through the Stevens Center. There are currently 50 people using the service providing 70 rides per month.

Melanie Rodgers distributed and reviewed information about the Wednesday, August 28 Boomer, Senior & Caregiver Expo at the Dennis A. Wicker Civic Center. All adults are welcome to attend the FREE Expo.

With no further business, the Board agreed to adjourn. The next meeting will be held Thursday, October 24, 2013 at 10:00 am at The Enrichment Center.

Respectfully submitted by Melanie Rodgers on behalf of Debbie Davidson, Secretary,

Debbie Davidson - Secretary

Bob McCarthy, Chairman

Bob McCarthy

**Meeting Minutes**  
**LEE COUNTY TRANSPORTATION ADVISORY BOARD**  
**Thursday, October 24, 2013**  
**10 am at the Enrichment Center, Classroom A**

**Present:** Malissia McConnell, Gail Brown, Sidney Morgan, Diane Sinnamon, Debbie Davidson, Pamela Glover, Bob McCarthy, David Montgomery, Bill Dugan, Melanie Rodgers, Josephus Thompson, Robert Woods

Bob McCarthy called the meeting to order and welcomed everyone. The Board approved the minutes from the July 25, 2013 meeting.

Sidney Morgan provided a COLTS quarterly update for July - September 2013: service miles were 106,000 and revenue miles were 93,000; trips were 13,104. There has been a spike in medical transportation requests this quarter. The Stevens Center contracts with COLTS to provide evening and weekend public transportation for those with mobility issues. Contact the Stevens Center directly. COLTS will have a safety audit 10/29-30/2013. Advertising on COLTS is available. Contact Sid for pricing. Mr. Duggan asked if there are content filters for the advertising. Debbie Davidson answered yes, there's a policy in place.

Debbie Davidson advised that the FY14 NCDOT/PTD contracts have been approved. Four replacement vehicles have been awarded. The FY15 request will include eight replacement vehicles. There are grant funds available through NCDOT/PTD; JARC (Job Access Reverse Commute, 5310 Elderly & Disabled, New Freedom). Further details can be found on the NCDOT/PTD website.

Debbie Davidson provided the FY13 Lee County Community Transportation Plan update. Fiscal Year 2013 is year 3 of the 5-year plan. All goals have been met with one still in process, to co-locate COLTS offices and vehicles. Lee County Government is conducting a space needs study. Mr. Duggan asked if there is a route to Chapel Hill. Debbie advised yes, 3 days per week.

With no further business, the Board agreed to adjourn. The next meeting will be held Thursday, January 23, 2014 at 10:00 a.m. at The Enrichment Center.

Respectfully submitted by Melanie Rodgers on behalf of Debbie Davidson, Secretary,



Bob McCarthy, Chairman 