

# MINUTES

## Concord Kannapolis Area Transit Commission

June 8<sup>th</sup>, 2022, 8:30 am

Rider Transit Center

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### MEMBERS:

Mayor Darrell Hinnant-City of Kannapolis  
Dianne Berry- City of Kannapolis  
Darrell Jackson- City of Kannapolis  
John Sweat-City of Concord

### OTHERS:

Andy Christy- Rider Transit  
Eva Hill-City of Concord  
Jaime Tippet Poe- Rider Transit  
L.J. Weslowski- Rider Transit  
Pam Hinson- City of Concord  
Phil Conrad- CRMPO  
Wilmer Melton-City of Kannapolis  
Bob Bushey-Cabarrus County  
Charles Ratliff-Cabarrus County  
Joel Rey-Benesch

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### Call to Order, Quorum, and Approval of Minutes

Mayor Hinnant called the meeting to order at 8:31 am, declared a quorum.

No individuals present for public comment.

Mayor Hinnant requested a motion to approve the minutes of the April 29<sup>th</sup>, 2022 Concord Kannapolis Area Transit Commission meeting.

Mr. Jackson made a motion to approve; Mr. Sweat second. Minutes approved unanimously as presented.

### Bus Stops

Using a PowerPoint Presentation, Mr. Weslowski presented.

- Airport & Highland Road: resident complaint-trash
- Church & Means (outbound): stop relocation requested-new business opening in downtown Concord.
- Church & Corban: former courthouse stop; called for shelter, relocated to new parking deck.

These three stops are at a crossroads, all for different reasons.  
There are currently no bus stop ordinances in either city.

As a result, each issue with a stop that comes up needs to be individually resolved, with no standard or code to fall back on.

This applies for adding new stops as well.

As the system grows and more investment is made in bus stop development and amenities, this issue will become more critical.

We can continue to do this or we can create a standard, especially if we spend \$30-40,000, are we going to rip out all of the infrastructure when a new business arrives and does not want the stop there? It would be good to set up a structure or a standard for this for both cities.

Mr. Jackson stated he would think the amount of activity and the ridership would affect the need to move the stop or not. If there are 30-40 people standing there versus 1-2 people it would affect the decision.

Mr. Weslowski stated that is correct, we agree that high ridership would be a reason to discuss it further. We have not had a lot of removal requests. We will likely have this situation come up again as the growth in the cities continues.

Mr. Melton stated both cities could incorporate into the development standard guidelines for when a stop is added. If that is a designated piece of infrastructure then, we incorporate that into the business' requirements and improvements. It is no different for any other project that comes in. Addressing what Councilman Jackson stated, I don't think we should address those requests individually. It is in the Right of way, and at some point, you will mess up the entire route.

Mr. Weslowski stated It will be a revolutionary situation where there is a revitalization or a new owner moves in. We are glad to make adjustments when it is feasible, but the way the downtowns are laid out, we do not have a lot of flexibility. There is not an imminent crisis, but this is for discussion. One of the reasons that the amenities project is taking so long is the Right-of-Way acquisition. If we could have the land set aside in the event a bus route is put there so that when service is there, something will be codified, it would make it much easier.

Mr. Melton it would be very easy to incorporate that moving forward. If there is a master plan of stops, we can overlay that with in both GIS systems and they can build around that.

Mr. Weslowski stated that a good example is Eli Lily wants access off of Hwy 29. They are very willing to create a cut out bus shelter, but most places have already been built before they consider it. Amazon distribution center did the same just after they opened.

Mr. Melton stated you do not have to have it down to the inch, but our staff is looking at that and this is another piece of infrastructure that is a city asset.

Mr. Weslowski stated this is something that will be streetside and if they will give us that cut out as part of the initial build, we would be able to put in a shelter the moment that service is installed.

Mr. Melton stated that Kannapolis Crossing is another great example, they want to incorporate that into their design, even if there is not a route that goes there yet.

Mayor Hinnant that should be routine. There is no reason we could not say as a part of that agreement that they have to dedicate a small space. There is no cost for them to identify and give us a small space.

Ms. Hinson states that in a meeting yesterday, Red Bull has requested a meeting also.

Mayor Hinnant states we have all been tasked to see how to serve these locations and to figure out how do we serve those communities when we have money available for equipment.

Mr. Weslowski stated it may be a challenge when a developer states that will not have the need there for a bus stop.

Mr. Melton stated as long as you have it on a plan, we can defend it.

Mayor Hinnant stated we are short sited to not requirement. For example, the old Cardinal facility that will be the new mental health facility should include a location for a bus stop. Maybe we should go to the county and say make a space.

Mr. Weslowski asked if you are amenable to touch base with both planning departments to get the ball rolling. We are hoping to fill a Transit Planner position that will be helpful in this project. We will look into what Charlotte or other systems do to codify and what makes sense for us.

Mr. Melton stated you may want to consider attending the Kannapolis and Concord development review committees so that you know every development that is going into the cities and you can provide input of putting a bus stop here. Mr. Melton offers to add Mr. Christy in to that committee meeting distribution list.

Mr. Christy stated that would be great. He stated he is on the distribution list for Concord.

### **CCTS/Rider Transit Consolidation Task Order**

Using a PowerPoint Presentation, Mr. Weslowski presented.

- CCTS and Rider Transit staff have been working with one of our On Call Transit Planning firms, Benesch, to scope out a task order to proceed with a transit system consolidation implementation plan.
- The goal of the plan is to determine the current conditions and needs, examine projected changes in services with the vision developed in the CCCLRPTP
- Develop a list of steps and associated costs to move the consolidation of CCTS and Rider from conceptual approval to a vision realized

Using a PowerPoint Presentation, Mr. Weslowski and Mr. Rey presented.

6 Main Task Areas:

- Project Initiation & Administration
- Agency Overviews & Functional Assessment

- Operating & Facilities Profile
- Governance Structure Definition
- Consolidation Plan & Implementation Strategies
- Documentation (Final Plan Documents) & Presentation

Mayor Hinnant asked how long the investigative and the options portions last and when the defined consolidation plan if that is the way we decide to go.

Mr. Rey stated the scale of this plan will take around 8-10 months. We hope to have the up to the governance structure completed before Thanksgiving. Going through that with the stakeholders and then putting the plans together will be right up to the eight-month mark, and the last two months would be for creating documents and going through the review and presentations. We are attempting to get the project done in 8 months instead of ten.

Mayor Hinnant asked what determines whether it will be an eight versus ten-month process?

Mr. Rey stated that the timeline is really determined on the participation and cooperation from staff and stakeholders of the organizations.

Mayor Hinnant asked Mr. Rey to give us an idea of who stakeholders might be that will need to be interviewed.

Mr. Rey stated that stakeholders would likely include Leadership and Concord and Kannapolis, Cabarrus County, the CCTS Transit Advisory Board, Phil Conrad at MPO, and NCDOT IMD

Mr. Weslowski stated it is the political management group, not the typical stakeholders like the Chamber.

Mayor Hinnant stated our communities are exploding with growth and the opportunities are endless for our communities. We want you to do this in the least amount of time you can create the best quality product.

Mr. Rey stated that this type of study is not typical. The level of staff is a lot higher than we would normally use. Given their quality and expertise, we should be able to expedite this.

Mr. Weslowski stated this was presented to Concord City Council last night at the work session. We will be using 5303 funds that go to the MPO to pay for the study. It is not coming out of the Rider Transit or CCTS budget. \$150,000 is the anticipated cost.

Mayor Hinnant stated he would like Mr. Weslowski to present at Kannapolis City Council to inform them of the study.

Mr. Weslowski asked the CKTC if they feel they should be stakeholders or all of the elected officials and all of the Transit Advisor Board.

Mayor Hinnant stated he will give an answer after Monday night after their meeting regarding Transit and Transportation.

Mr. Melton stated that we always coordinate with Rider Transit staff and if there would have been an impact to cost share, we would have known that and it would have been in the budget.

**Recommendation/Action:** Review and consider approval of the task order.

Mr. Sweat made a motion to review and consider approval of a task order to proceed with a transit system consolidation implementation plan; Ms. Berry second. Unanimous.

### **Reports/Other Business**

- Bus Stop Amenities Project update - Mr. Christy provided an update. Working on 51 bus stop sites for improvement with Ramey Kemp & Associates. Finished with approval process with City of Kannapolis. Ready with NCDOT encroachment agreements. Technical Review Process with the City of Concord is the last step. This is an excellent example of if we had been codified, this process would have been a lot smoother. Once we are finished with that approval process, we will issue the first construction RFQ. We had hoped that would be out by July, but it will be slightly delayed. 21 sites in first RFQ, which will be the easier to construct sites, then we will work on Right of Way acquisition for the remaining 30 sites.

Mayor Hinnant asked about the challenges of obtaining Right of Way.

Mr. Christy stated that this will be the first time we acquire Right of Way. The older streets are so narrow that the existing Right of Way is not large enough for our shelters. We are working with Ramey Kemp & Associates to obtain Right of Way from private property owners.

Mayor Hinnant asked about the possibility of eminent domain.

Ms. Hinson stated it depends on where the location is and that would be a legal decision.

Mr. Melton stated we would likely have that authority, but that is a legal question.

Mr. Weslowski stated we would like to not do that, if possible, because we would like to maintain good relationships with the property owners.

Mr. Melton stated they have not had a great experience using large companies for Right-of-Way acquisition, versus using someone local has been much more effective.

- Replacement Bus Purchase update. Mr. Weslowski provided an update. We were awarded almost \$4 million. Seven of the eight buses are being replaced. One bus is past 500,000 miles, we have applied to the No-Low and Bus and Bus Facilities grant programs. If we do not win money for this replacement, we will apply for the STBG funds. We plan for June 1<sup>st</sup>-15<sup>th</sup> for those buses to arrive. Funding for these vehicles is 85% federal and 15% local. The cost of the vehicles is growing quickly. Our Paratransit vans are at or well past their useful life, but there is a crisis of no stock for the entire country right now.

Mr. Bushey stated he ordered 11 buses over a year ago and they cannot give an update on delivery.

- Next CKTC Meeting – Wednesday, 8/10/22, 8:30am, Rider Transit Center

Mayor Hinnant requested a motion to adjourn. Ms. Berry made a motion; Mr. Jackson second. Unanimous. With no additional discussion or items on agenda, meeting adjourned at 9:43 am.