

**Minutes of Meeting on Trolley Transportation held on October 7, 2005
Chamber of Commerce Kill Devil Hills 8:30am**

Present at meeting: Herb Mullen – ICPTA, Sharron Sanderson – DCTS, Brandi Rheubottom – DCOAS, Beverly - Hyde County Transportation, Charles Glover – Asst. Dir PTD/NCDOT, Miriam Perry – Director PTD/NCDOT, Stan White – NCDOT BOT for District 1, Cheryl Byrd – Dare Co. Commissioner, Jody Crosswhite – Chairman OBTTF, Ralph Buxton – Mbr OBTTF, Pete Groom – Chairman DCTAB, Jud Lawrie (by speakerphone) - ITRE

Important observations and comments:

1. (Miriam) – Is trolley/bus service to a private operator? It's probably easier to imagine this as a turnkey operation for all three areas (Corolla, Duck to Nags Head to Manteo, and Ocracoke). In this mode, funds would come from:
 - a. Capital Funds – 80%/10%/10% federal, state, local
 - b. Operating – up to 50% net operating costs (net after fares and other revenues of the system)
2. Possible piggyback on ICPTA for RFP preparation / PTD/NCDOT could help with funding!
3. An administrative person is needed for oversight of the trolley/bus service. None of the counties has spare people.
4. A consultant needs to come on board from January 2006 – December 2007 to help with RFP preparation and the Grant Application. PTD/NCDOT can help with the funding, but local cost sharing will be required. 90% funding from NCDOT if a graduate student intern is used. PTD will also provide a list of possible consultants who have the requisite expertise.
5. Debbie Collins at ITRE is a good resource for RFP preparation. The RFP needs to be well written and very specific about what is required from the transportation provider.
6. All buses will be ADA equipped. Corolla and Ocracoke plan to use deviated service to manage pickup of ADA riders. DCTS would provide connections in Dare County until demand is better quantified.
7. No fares are contemplated in Corolla or Ocracoke. This issue is undecided in Dare Co, because of the unknown amount of the local cost match. The fare system could be implemented as a ticket system that would enable hotels, motels and cottage rental companies to buy into the system by providing tickets to visitors.

8. In setting up bus/trolley routes, provision needs to be made for stops and turnouts for stops along busy roads.
9. Buses should provide for carrying bicycles, surf boards, beach paraphernalia, etc.
10. 80/10/10 cost sharing is available for share and ride lots if they are practical anywhere
11. New transportation bill may provide funding for transportation in National Parks
12. Need to have a grant application from the three counties pulled together no later than the end of September 2006 for service to commence in June 2007
13. Hyde and Currituck Counties plan to use some occupancy tax money for the service. Hyde County also needs the NPS for some funding unless NCDOT picks up more of the cost. Dare Co and the Outer Banks Visitors Bureau are the likely sources of Dare County's cost share (White, Byrd)
14. Miriam suggested that a "Solicitation of Interest" is a good way to identify contractors who would be interested in the service. PTD also has a list to work from.
15. To get started, we need to:
 - a. Identify sources of funds
 - b. Prepare a job description for the consultant we need
 - c. Decide on the hiring process for the consultant
 - d. Answer question – should consultant be part-time or full-time.