

## GoTriangle Board of Trustees

### Meeting Minutes

January 23, 2019

Board Room, The Plaza, 4600 Emperor Blvd., Suite 100  
Durham, NC

#### Board Members Present:

Will Allen III  
Sig Hutchinson  
Wendy Jacobs  
Vivian Jones  
Valerie Jordan

Mark Marcoplos  
Michael Parker  
Ellen Reckhow, Chair  
Jennifer Robinson  
Russ Stephenson

#### Board Members Absent:

Steve Schewel (excused)  
Andy Perkins

Nina Szlosberg-Landis (excused)

Chair Ellen Reckhow officially called the meeting to order at 12:05 p.m.

#### I. Adoption of Agenda

Hutchinson requested the addition of an action item, Fare Free Rides for Federal Employees Impacted by the Federal Government Shutdown, to the Operations & Finance Committee report. Allen requested that the Wake Transit Public Engagement Policy be moved to the consent agenda.

**Action:** On motion by Parker and second by Stephenson the agenda was adopted with the changes as requested. The motion was carried unanimously.

#### II. Recognition

##### A. Introduction of New Hires

President and CEO Mann announced the hiring of Bus Operators Tonya Gardner and Komla Klati; Paratransit Operator Niya Greene and Customer Information Associates K-Andre Harris and Quincy Taborn.

##### B. Announcement of Promotions

None.

##### C. Presentation of Service Awards

President/CEO Mann announced the following achievements:

- George Hodgins, Maintenance Supervisor - 15 years
- Sylvester Goodwin, Director of EEO & DBE – 15 years

**III. Public Comment**

Chair Reckhow recognized John Morris, who requested that D-O LRT project working group meetings be open to the public.

**IV. Consent Agenda**

**Action:** On motion by Allen and second by Hutchinson the consent agenda was approved. The motion was carried unanimously.

The following consent agenda items were approved:

- December 19, 2018 – Regular Session Minutes and
- Wake Transit Public Engagement Policy.

**V. Presentations**

**A. Fiscal Year 2018 Audit Report**

The presentation by Scott Duda, of Cherry Bekaert, is attached and hereby made a part of these minutes.

Duda highlighted that as the agency continues to grow, the accounting function needs to grow as well. He stated that considering the number of certified public accountants on staff and folks with separate designations like governmental accounting. Additionally, the internal audit function should be considered.

**VI. General Business Agenda**

**A. Items Removed from Consent Agenda**

None.

**B. Operations & Finance Committee Report**

**1. Hillsborough Train Station Funding Agreement**

Committee Chair Sig Hutchinson presented a recommendation to authorize the President/CEO to execute an agreement between the Town of Hillsborough, NCDOT and GoTriangle for preliminary engineering, construction funding and maintenance agreement for the Hillsborough Train Station. He stated that NCDOT will contribute \$7.38 million; GoTriangle from the tax district, \$686,000; and the Town, \$34,000 for a total of \$8.1 million. The Town of Hillsborough is project lead.

**Action:** On motion by Hutchinson and second by Parker the Board authorized the President/CEO to execute the Preliminary Engineering, Construction Funding and Maintenance Agreement for the Hillsborough Train Station. The motion was carried unanimously.

**2. Vehicle Purchase Authorization**

Hutchinson presented the recommendation to approve the purchase of two electric Proterra buses for \$2,080,225, which includes a Federal grant of \$943,000 and \$50,000 from Duke Progress Energy. The Wake Transit Plan will contribute \$832,000 and GoTriangle, \$254,000. He added that the cost differential of the electric bus versus a diesel is about \$500,000; however the operating cost savings over the 12 year life of the electric bus ranges from \$200,000-\$400,000. Hutchinson said the buses are expected to be delivered by September.

**Action:** On motion by Hutchinson and second by Parker the Board authorized the President/CEO to execute a contract for the purchase of two (2) battery electric Proterra buses, with a maximum dollar amount of \$2,080,225. The motion was carried unanimously.

**3. FY19 Durham/Orange Operating Fund Budget Amendment**

This budget ordinance amendment for the Triangle Tax District – Durham/Orange Operating Fund is a carry-over from FY18 budget to cover expenses paid in FY19: City of Durham for transit services (\$28,805), DCHC MPO Durham County staff working group administrator expenses (\$9,880) and DCHC MPO Orange County staff working group administer expenses (\$9,880).

**Action:** On motion by Hutchinson and second by Stephenson the Board adopted Budget Amendment 2019 0001 GoTriangle Fiscal Year 2019 Triangle Tax District – Durham/Orange Operating Fund Budget Ordinance Amendment. The motion was carried unanimously.

**4. Fare Free Rides for Federal Employees Impacted by the Federal Government Shutdown**

This recommendation by Board member Szlosberg-Landis is to provide fare free service for Federal employees impacted by the Federal shutdown.

**Action:** On motion by Hutchinson and second by Robinson the Board approved fare free rides for Federal employees impacted by the Federal government shutdown. The motion was carried unanimously.

**C. Planning & Legislative Committee Report**

No report.

**VI. Other Business**

**A. Items Removed from Consent Agenda**

None.

**B. General Manager's Report**

A list of contracts approved by the President and CEO is attached and hereby made a part of these minutes.

Mann highlighted the following items:

- The Federal government shutdown includes the capital investment grant office within FTA. It is impossible to speculate what the impact might be to the D-O LRT project.
- An RFQ was issued today for development of the Raleigh Union Station bus facility. Respondents will be considered for a short list that will receive a RFP later this year.
- An RFP for commuter rail pre-planning work is being developed. This will take us from the MIS study which will be completed in February to the project development phase for the Wake Durham commuter rail project. It will include additional ridership modeling, high level capacity analysis and high level cost estimating and environmental screening.

Parker asked if the Board would receive an analysis of the impact the commuter rail project will have on GoTriangle's management structure, staffing, physical facilities, and such. Mann responded affirmatively and said a Wake Transit project director, environmental planner and a rail design engineer are being sought. Once the project is in project development the Board will receive a project management plan.

- GoTriangle has received an APTA adwheel award for the hurricane relief bus effort.

**1. Transit Operations Report**

Patrick Stephens stated that GoTriangle will receive seven new buses in September: two electric from Proterra and five diesel from Gillig. He said this is the beginning of a level buying program to replace 1/12<sup>th</sup> of the fleet every year, rather than a large order of 15 or more at a time, along with the refurbishment of some buses. This process will help with budget projections and help us maintain an average fleet age around 6 years. Stephens said the new buses will include monitors that will tie into operations to provide passengers with information, but also promotion space for the marketing team and potential future advertising.

Stephens reported that the demonstration hydrogen electric bus has been delayed. Staff continues to look into alternatives to fossil fuels which includes evaluating our facility and what infrastructure it can support.

Hutchinson asked about the cost of operations for diesel, electric and CNG buses. Stephens stated that he could provide that information.

**2. Durham-Orange Light Rail Transit Program Update**

Katharine Eggleston was available to answer questions.

**3. Wake Transit Update**

Patrick McDonough reported that GoRaleigh is in the middle of consultant selection for its first BRT corridor. The core technical team continues to meet for commuter rail.

Steven Schlossberg reported that the recommended FY20 Draft Wake Work Plan will be released on January 28 and the public comment period will go until February 28.

**4. Communications Update**

No report.

**D. General Counsel's Report**

General Counsel Shelley Blake noted again that all but three agreements for the D-O LRT project have been signed. She stated that she is working on a concurrence process for Wake Transit which should come to the Board next month for approval.

Jacobs asked for a list of all the agreements for the D-O LRT project.

**E. Chair's Report**

Chair Reckhow noted the release of the GoTriangle FY18 annual report and commended staff. She also reminded Board members of the RTA annual meeting tomorrow, with seven Board members attending. Reckhow added that the Special Tax Board also meets tomorrow at 2 p.m. for its required annual January meeting.

**F. Board Member Reports**

**1. CAMPO Executive Board Representative**

Will Allen III said there was a presentation on the Wake 10-year Operating and Capital Bus Plans and the Wake Transit Annual Report. Additionally the group approved the Wake Transit Public Engagement Policy and the Commuter Rail Transit Cost Share Agreement Amendment.

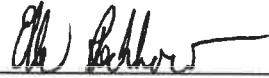
**2. DCHC MPO Board Representative**

Ellen Reckhow stated that GoTriangle staff presented its FY18 annual report and an overview of the TOD Guidebook.

**3. Regional Transportation Alliance (RTA) Representative**  
No report.

**VII. Adjournment**

**Action:** Chair Reckhow adjourned the meeting at 1:25 p.m.



\_\_\_\_\_  
Ellen Reckhow, Chair

Attest:



\_\_\_\_\_  
Michelle C. Dawson, CMC  
Clerk to the Board