

**GoTriangle Board of Trustees  
Meeting Minutes  
February 26, 2020**

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

**Board Members Present:**

Will Allen III	Michael Parker, Chair
Corey Branch	Ellen Reckhow
Sig Hutchinson (arr. 1:37 pm)	Jennifer Robinson
Vivian Jones	Steve Schewel (arr. 1:13 pm)
Valerie Jordan (arr. 12:21 pm)	Nina Szlosberg-Landis
Mark Marcoplos	

**Board Members Absent:**

Michael Fox (excused)	Wendy Jacobs (excused)
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Chair Michael Parker officially called the meeting to order at 12:05 p.m.

**I. Adoption of Agenda**

**Action:** On motion by Allen and second by Robinson the agenda was adopted. The motion was carried unanimously.

**II. Recognition**

**A. Introduction of New Hires**

President and CEO Curran announced the hiring of Margaret Scully, Manager of Planning and Transit-Oriented Development and Anesia McMillan, Bus Operator.

**B. Announcement of Promotions**

Curran then announced the promotion of Christal DeCastro from Operations Supervisor to Quality Assurance Manager.

**III. Public Comment**

No comments.

**IV. Consent Agenda**

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

The following consent agenda items were approved:

- January 22, 2020 – Regular Session Minutes;
- Amendment to Operating and Protocols Guidelines for Transit Advisory Committee;

- Wake Transit FY20 Q3 proposed amendments and Budget Ordinance Amendment 2020 0005;
- Durham Transit FY20 proposed amendments and Budget Ordinance Amendments 2020 0001 and 2020 0002; and
- Orange Transit FY20 proposed amendments and Budget Ordinance Amendments 2020 0003 and 2020 0004.

The Operating and Protocols Guidelines, a summary of the individual transit plan amendments and the budget ordinance amendments are attached and hereby made a part of these minutes.

**V. Presentations**

**A. Raleigh BRT Update**

Mila Vega's presentation is attached and hereby made a part of these minutes.

Jordan arrived.

**B. Community Survey**

Mike Charbonneau introduced Dr. Hugh Clark whose presentation is attached and hereby made a part of these minutes.

Schewel arrived.

**VI. General Business Agenda**

**A. Items Removed from Consent Agenda**

None.

**B. Operations & Finance Committee Report**

**1. Contract for Vehicle Video Technology System**

**Action:** On motion by Allen and second by Reckhow the Board approved a contract for the purchase of video technology systems for eighteen (18) buses from Apollo Video Technology for a maximum dollar amount of \$193,769. The motion was carried unanimously.

**2. Contract for Vehicle Purchase**

**Action:** On motion by Branch and second by Reckhow the Board approved a contract for the purchase of four (4) light transit vehicles from Creative Bus Sales for demand response service with a maximum dollar amount of \$318,022. The motion was carried unanimously.

**3. Contract for Design Services for Paratransit Upfit**

**Action:** On motion by Allen and second by Reckhow the Board approved the execution of a task order for architectural design services under GoTriangle Contract #18-041G, Master Agreement between Clark Patterson Lee and GoTriangle for On-Call Architectural and Engineering Consultant Services for an amount not to exceed \$175,000. The motion was carried unanimously.

**C. Planning & Legislative Committee Report**

Committee Chair Will Allen III reported that last month's committee meeting was dedicated to commuter rail risk assessment. Monica Barrow and Katharine Eggleston reviewed risks in the categories of: railroad coordination and buy in, impact of project definition on project cost and schedule, federal funding eligibility and funding commitments among regional partners.

**D. President and CEO Search Committee Report**

Committee Chair Nina Szlosberg-Landis stated that the Board will discuss the status of the search in closed session. She thanked all the members of the search committee for their work, adding that it was an example of collaboration and shared talent. Parker added his thanks to Szlosberg-Landis. Szlosberg-Landis also recognized the support of staff throughout the process.

**VII. Other Business**

**A. GoPass Program Evaluation**

Mary Kate Morookian's presentation is attached and hereby made a part of these minutes.

Hutchinson arrived.

She presented the goals of streamlining the GoPass program and simplifying the process in order to expand the program quickly. Her recommendations include:

- Designating a full time or part time GoPass Program Manager.
- Removing the minimum employee requirement for participation.
- Charge for all routes, but apply fare capping.
- Develop an easy to communicate pricing structure (55% or 60% suggested).
- Offer first year spending cap to new customers.
- Offer one-year contract to new customers so they are not locked in. After the first year, longer term contracts will make administration simpler.
- Create standard marketing materials once the pricing structure has been made easier to communicate.
- Develop a standard marketing plan for customers that includes email and flier templates.
- Charge for the passes ordered.
- Remove logos on GoPasses to make the ordering and proofing quicker.

- Determine if University IDs are compatible with validators.
- Establish standard invoicing frequency (quarterly is recommended).
- Create standard contract form for new customers to speed up the process.

**B. Fare Free System**

Removed from agenda.

**C. President and CEO's Report**

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

Curran highlighted the following items:

- The FY21 draft Wake Transit work plan is available for public comment through February 29<sup>th</sup>.
- The media event for the Wake Tech GoPass was held March 2<sup>nd</sup>.
- The stakeholder engagement study will be concluded soon with a recommendation to follow.
- The Board will hold a work session on March 11<sup>th</sup> about commuter rail.
- The first electric bus is on the street; the second is being used for training.
- A request to authorize Hoffman & Associates to begin the design for RUS Bus will be coming to the Board next month.

**D. General Counsel's Report**

General Counsel Tom Henry noted the following items:

- The Farrington Road rezoning case was dismissed in late January; the imminent domain case is proceeding. There are four additional active cases in various stages.
- The commuter rail MOU was provided in the agenda and will be discussed at the work session on March 11<sup>th</sup>.

**E. Chair's Report**

No report.

**F. Board Member Reports**

**1. CAMPO Executive Board Representative**

Will Allen III stated CAMPO received a report on the Commuter Corridors Study.

**2. DCHC MPO Board Representative**

Mark Marcoplos said the group received an update on commuter rail and discussed bike and pedestrian improvements in the Highway 54 corridor west of Chapel Hill near Carrboro.

**3. Regional Transportation Alliance (RTA) Representative**

No report.

**VIII. Closed Session - Personnel**

**Action:** On motion by Robinson and second by Branch the Board adjourned into closed session at 2:11 p.m. pursuant to and NCGS §143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a prospective employee and NCGS §143-318.11 (a) (5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract. The motion was carried unanimously.

**IX. Adjournment**

**Action:** Chair Parker the meeting was adjourned the meeting at 2:34 p.m.



Michael Parker, Chair

Attest:



Michelle C. Dawson, CMC  
Clerk to the Board