

## Go Triangle Board of Trustees

### Meeting Minutes

August 26, 2015

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

#### Board Members Present:

Will Allen III

Mary-Ann Baldwin

William V. "Bill" Bell

Jim Crawford Jr.

Fred Foster Jr. (left 2:40 pm)

Ed Harrison

Bernadette Pelissier

Ellen Reckhow

Jennifer Robinson

#### Board Members Absent:

Fred Day IV (excused)

Vivian Jones (excused)

Jeff Sheehan

Chair William V. "Bill" Bell officially called the meeting to order at 1:00 p.m.

#### I. Adoption of Agenda

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

#### II. Recognition

##### A. Introduction of Other New Hires

General Manager Mann announced the hiring of Ronald Bejarano, Kaku Dadzie, Norman Nelson, Erika O'Neal, Sandra Ruffin and Ersula Farrar, Bus Operators; Maria Sanchez, Customer Information Associate and Jeff Mann, General Manager.

##### C. Announcement of Promotions

General Manager Mann announced the following promotions: .Joe Hutchinson, Bus Operator II to Bus Operator III; Latanya Ballentine, Bus Operator I to Bus Operator II and Greg Langley, Bus Operator III to Bus Operator/Trainer.

#### III. Public Comment

No comments.

#### IV. Consent Agenda

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

The following consent agenda items were approved:

- June 24, 2015 – Work Session Minutes;
- June 24, 2015 – Regular Session Minutes; and
- June 24, 2015 – Closed Session Minutes.

**V. General Business Agenda**

**A. Items Removed from Consent Agenda**

None.

**B. Operations & Finance Committee Report**

**i. Contract with First Transit, Inc. for Management of GoDurham Fixed Route Service**

Committee Chair Allen said First Transit has held this contact since 2010.

Chair Bell asked if current employees are retained with a new contract. Brian Fahey responded yes, through the Durham City Transit Company subsidiary corporation. Bell asked for a report on how successful that effort is after the transition.

**Action:** On motion by Reckhow and second by Baldwin the Board authorized the General Manager to award and enter into a 3-year contract with First Transit, Inc. of Cincinnati, Ohio for the management of the GoDurham fixed route service. The motion was carried unanimously.

**ii. Contract for GoDurham ACCESS Demand Response Service**

Allen then presented a similar contract for the Go Durham ACCESS Demand Response Service.

Foster asked if there was only one bidder for this contract. Fahey said there were three, with two additional responses submitted late. Foster asked if any minority companies bid. Fahey replied one DBE.

**Action:** On motion by Pelissier and second by Baldwin the Board authorized the General Manager to award and enter into a 3-year contract for the operation of the ACCESS demand response service. The motion was carried unanimously.

**iii. Financial Services Consulting Contract Increase**

Allen said this contract increase is to wrap up the work by IMG prior to a new procurement for a financial services consultant.

**Action:** On motion by Reckhow and second by Baldwin the Board authorized the General Manager to increase the Infrastructure Management Group (IMG) contract not-to-exceed (NTE) value from \$464,233 to \$514,233 for the financial services consulting contract. The motion was carried unanimously.

**iv. FY16 Programming of Sales Tax & Vehicle Registration Fee Revenues for Bus Services and Bus Capital Projects**

Allen presented the annual programming of sales tax and vehicle registration fees revenues for bus services and bus capital projects in Orange and Durham counties.

**Action:** On motion by Baldwin and second by Reckhow the Board approved the programming of Sales Tax & Vehicle Registration Fee revenues for FY16. The motion was carried unanimously. The spreadsheet is attached and hereby made a part of these minutes.

**v. Board Communications Policy**

Allen noted the changes to the policy.

**Action:** On motion by Pelissier and second by Reckhow the Board approved the revised Board Communications Policy. The motion was carried unanimously. The revised policy is attached and hereby made a part of these minutes.

**vi. New Lease with LCI**

Allen explained that a new ground lease adds seven years at the current rate, in addition to providing them with 13 parking spaces.

Reckhow commented that there was discussion about relinquishing the parking spaces, but the Committee learned that Go Triangle's tenant Alliance for Behavioral Health will offer the GoPass and help with parking.

**Action:** On motion by Reckhow and second by Pelissier the Board authorized the General Manager to enter into a new ground lease with LCI adding seven years to the current term. The motion was carried unanimously.

**C. Planning & Legislative Committee Report**

Committee Chair Pelissier stated that the Committee received a presentation on the Wake County Transit Strategy and a legislative update.

**Action:** On motion by Allen and second by Reckhow Planning & Legislative Committee report was accepted. The motion was carried unanimously.

**D. New Business**

**i. Update on Ticket Building Project**

Richard Major introduced Eric Simpson, whose presentation is attached and hereby made a part of these minutes.

Baldwin asked about DBE participation. Major stated that the DBE participation goal was not achieved, but he said he felt through electrical, mechanical and plumbing work there would be opportunities for DBE participation. Sandra Freeman stated that Sylvester Goodwin would provide a list of available DBEs to the contractor.

**Action:** On motion by Allen and second by Reckhow the Board authorized the General Manager to execute a contract with Bobbtt Design-Build Inc. for the purchase and installation of a new ticket building. The motion was carried unanimously.

**VI. Other Business**

**A. General Manager's Report**

General Manager Jeff Mann highlighted the following items from his written report:

- The DEIS for the D-O LRT was signed by the FTA on August 20<sup>th</sup> and it is expected to be published in the Federal Register on August 28<sup>th</sup> which will start the 45-day comment period. He congratulated the project team.
- Work on the Wake County Transit Plan continues with a final plan anticipated in December.
- FTA conducted its Triennial Review of Go Triangle with no findings.
- Future reports will include additional performance indicators. June showed an 8% increase in ridership even with declining retail gas prices. Go Durham ridership was basically flat.
- Automated External Defibrillator (AED) devices have been ordered for the administrative building and Nelson Road and CPR training will be offered.
- John Tallmadge reported on an award from the Association for Commuter Transportation for a marketing effort under \$5,000 for parklets at the American Tobacco Campus. He also said Go Triangle received an APTA Adwheel First Place award for special events for the launch event for the re-branding of Go Triangle, Go Durham and Go Raleigh. He said Go Triangle would be recognized in October at the APTA Annual Conference and are eligible for a grand prize.

Reckhow announced that NCCU will be offering the GoPass. Tallmadge stated that there may be another GoPass announcement in September.

**i. I-40/440 Fortify Project Update**

Brad Schulz offered the report, which is attached and hereby made a part of these minutes.

**ii. Durham-Orange Light Rail Transit Project Update**

Greg Northcutt provided copies of the DEIS table of contents and executive summary, which are attached and hereby made a part of these minutes. He recognized the team and noted the upcoming scheduled information meetings and public hearings. He also reminded the Board that the New Starts application would be submitted to the FTA by February 25, 2016, and the FTA's review will determine if the project is authorized to proceed into the next phase of engineering. He said staff is working on a major revision to the cost estimations, bringing in an estimator from our consultant and independent cost estimators, as well as conducting a risk assessment. Northcutt explained that MAP-21 locks in the Federal share towards the project at the end of the 30% design even if costs increase in a later phase.

Northcutt reported that there was a consultant contractor opportunities seminar last week with over 43 firms represented. He said there would be upcoming solicitations for a General Engineering Consultant (GEC) that will conduct the design effort from the 30% to 100% level, a Program Manager who will monitor the GEC and a Construction Manager at the 60% design level to oversee the construction effort.

Reckhow asked if these contracts would be awarded after FTA approval. Northcutt responded yes, once we have been approved to enter into engineering, with the first in the April/May timeframe and the second a few months following.

**iii. Legislative Update**

Deborah Ross reported that Congress extended transportation funding until the end of October. She noted the details on a Senate bill in the Planning & Legislative Committee minutes. She said the House would consider that bill after recess. The State Legislature remains in session with no approved budget.

**B. General Counsel's Report**

General Counsel Deborah Ross noted several items:

- Introduced two externs in the legal department.
- Reported that the reimbursement agreement with NCRP has been finalized for their review of our 30% engineering plans. She added that the not to exceed amount is within the General Manager's purview and is below the

budgeted amount. She said the reimbursement agreement with Norfolk Southern is almost ready for signature.

- The legal department is dealing with some real property issues with tenants and customer abuse of the Emergency Ride Home program. She said there is the potential these could go to small claims court.
- Served on a transit panel at a Garner Chamber of Commerce meeting.
- Referenced information from the School of Government about conflicts of interest and criminal self dealing.

**C. Chair's Report**

Chair Bell reported that he has named the following Board members to the Nominating Committee: Fred Day (Wake), Ed Harrison (Orange) and Ellen Reckhow (Durham). He encouraged Board members to attend the public hearings on the D-O LRT in Orange and Durham counties.

**D. Board Member Reports**

**i. CAMPO Executive Board Representative**

Will Allen said a public hearing was held on the Locally Administered Project Program (LAPP) and received updates on the Strategic Prioritization (SPOT 4.0) and the Wake County Transit plan.

**ii. DCHC MPO Board Representative**

Bernadette Pelissier said the group discussed the release of the DEIS with a presentation by Go Triangle staff along with the release of a draft mobility report. Reckhow added that in response to Downing Creek citizens' concerns with the D-O LRT and access to their neighborhood, the MPO Board has requested that MPO staff work with Go Triangle on joint planning to create an integrated multi-modal corridor for Highway 54.

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

No report.

**VII. Closed Session - Personnel**

Pursuant to NCGS 143-318.11 (i) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee.

**Action:** On motion by Allen and second by Reckhow the Board adjourned into closed session pursuant to the General Statute and for the purpose listed above at 2:26 p.m. The motion was carried unanimously.

**Action:** The Board returned to closed session at 2:51 p.m.

**VIII. Adjournment**

**Action:** Chair Bell adjourned the meeting at 2:51 p.m.



---

William Y. "Bill" Bell, Chair

**Attest:**



---

Michelle C. Dawson, CMC  
Clerk to the Board