

**GoTriangle Board of Trustees**  
**Meeting Minutes**  
**June 22, 2016**  
Board Room, The Plaza, 4600 Emperor Blvd., Suite 100  
Durham, NC

**Board Members Present:**

Will Allen III	Ed Harrison (arr. 1:02 pm)
Mary-Ann Baldwin (arr. 1:06 pm)	Vivian Jones
William V. "Bill" Bell	Bernadette Pelissier
Jim Crawford Jr.	Ellen Reckhow
Fred Day IV	Jeff Sheehan (arr. 1:20 pm)
Fred Foster Jr.	

**Board Members Absent:**

Jennifer Robinson (excused)

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 Jones the agenda was adopted. The motion was carried unanimously.

**II. Recognition**

**A. Introduction of New Hires**

General Counsel Blake introduced Thomas Henry, Assistant General Counsel. General Manager Mann announced the hiring of Daniel Burch, Henderson Evans and Keyonna Turner, Bus Operators; and John McNair, part-time Bus Operator.

**B. Announcement of Promotions**

General Manager Mann announced the following promotions: Alvin Morris, Bus Operator I to Bus Operator II and Demetria Turner-Morgan, Bus Operator II to Bus Operator III.

**III. Public Comment**

No comments.

**IV. Public Hearing**

**A. FY 2017 Budget**

Chair William V. "Bill" Bell opened the public hearing on the FY 2017 Budget at 1:01 p.m. There being no comments, the hearing was closed.

**V. Consent Agenda**

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

The following consent agenda items were approved:

- May 18, 2016 – Public Hearing Minutes; and
- May 25, 2016 – Regular Session Minutes.

**VI. General Business Agenda**

**A. Items Removed from Consent Agenda**

None.

**B. Operations & Finance Committee Report**

Committee Chair Will Allen reported no action items from the June 7<sup>th</sup> meeting. He said the Committee received notice of one increase in the proposed FY17 budget of \$175,000 for rebranding of some buses, to be split between the GoTriangle and DOLRT budget. He noted that employees will contribute \$500 per year starting in FY17 for health coverage. The current provider is Blue Cross Blue Shield.

**Action:** On motion by Reckhow and second by Allen the Board accepted the Operations & Finance Committee report. The motion was carried unanimously.

**C. Personnel Committee Report**

Board Chair Bell noted the minutes in the agenda. He stated that the Committee received the EEO report, made a recommendation of the General Counsel's work plan and will discuss in closed session the General Manager's and Clerk to the Board's annual performance evaluations.

**1. General Counsel Work Plan**

**Action:** On motion by Allen and second by Reckhow the Board accepted the Personnel Committee report and approved the General Counsel's work plan for FY17 as recommended by the Personnel Committee. The motion was carried unanimously.

**D. Planning & Legislative Committee Report**

Committee Chair Pelissier stated that the Committee met June 7<sup>th</sup> and the one action item has been delayed. She said the Committee also received a presentation on locating housing and other facilities to be accessible by transit.

Baldwin arrived.

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

**E. New Business**

**1. FY17 Budget Ordinances**

Harriet Lyons reported that the final FY17 budget for GoTriangle includes revenues of \$31.1 million, expenditures of \$29.3 million and a positive cash reserve of \$1.8 million. The DOLRT budget has revenues of \$38.6 million, expenditures of \$65.2 million and a drawdown on reserves of \$26.6 million.

**Action:** On motion by Allen and second by Reckhow the Board unanimously approved the following budget ordinances:

- FY 2017 Budget Ordinance (2016 0001);
- FY 2017 Regional Bus Capital Project Fund Ordinance (2016 0002);
- FY 2017 Major Capital Project Fund Ordinance (2016 0003);
- FY 2017 Advanced Technology Project Fund Ordinance (2016 0004);
- FY 2017 Major Transit Investment Fund Ordinance (2016 0005);
- FY 2017 Western Triangle Tax District Fund Ordinance (2016 0006); and
- FY 2017 Durham Orange Tax District Fund Ordinance (2016 0007).

**2. FY16 Budget Ordinances Amendments**

Harriet Lyons stated that several adjustments are needed to the FY16 budget before close out: increase of \$380,000 for bus maintenance due to significant expenses for repairs to vehicles and buildings, towing expenses and maintenance supplies and an increase of \$65,000 in the regional call center due to unexpected costs for technology maintenance contracts and personnel-related expenses including vacation and sick leave accruals. She stated that the money to cover these increases are available within the current budget and will not draw down from reserves. Lyons stated that there are decreases in Federal and State grant revenues because projects will not be completed prior to the close of FY16: \$2.2 million Federal and \$170,000 State. She said the final FY16 budget is \$30.2 million in revenues and expenses of \$29.8 million.

**Action:** On motion by Jones and second by Baldwin the Board unanimously approved the following budget ordinance amendments:

- FY 2016 Budget Ordinance Amendment (2016 0008); and
- FY 2016 Regional Bus Capital Project Fund Ordinance Amendment (2016 0009).

**VII. Other Business**

**A. General Manager's Report**

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

- Staff continues to assess the condition of GoTriangle properties purchased for the legacy project. There was a meeting with FTA Region IV to discuss

the possible development of bus transfer facility on the Dillon property adjacent to Raleigh Union Station to complete a multi-modal hub with joint development opportunities.

- An all staff meeting was held on the strategic plan and we are seeking feedback from the public.
- The Wake County Board of County Commissioners approved the Wake County Transit Plan and the ILA this month, allowing the referendum to be placed on the ballot in November.
- We continue to work with our supporters to remove the funding cap on rail in the State budget. The Senate budget includes two provisions along with removing the cap, one would require our project to re-compete for funding in the next round of prioritization which could delay us up to three years. The other provision would limit funding for any passenger rail project to no more than 10% of the total project cost.

**1. Fortify Update**

Laurie Barrett stated that the contract with NCDOT will be extended into 2017. Vehicles have been leased for the Cary route and we continue to do outreach to residents and advertisements. She added that ridership remains consistent.

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

Danny Rogers stated that the GEC contract is close to being ready, and the PMC contract is anticipated for next month. He said both will probably come to the Board in July. Rogers reported that the funding task force met and is looking for additional funding to meet the gap that the State does not provide. He added that the schedule could be affected by the State's action. Staff continues to explore options for a project office.

Sheehan arrived.

**3. Legislative Update**

No report.

**4. Communications/Marketing Update**

Mike Charbonneau shared a recent video and statistics on social media activity, which is attached and hereby made a part of these minutes.

**B. General Counsel's Report**

General Counsel Shelley Blake noted that the legal department has updated several GoPass agreements and is working on several others related to the Fortify project. The property in Morrisville on Franklin Upchurch Road has been appraised and the Town of Morrisville is interested in purchasing it. FTA will have to give their

concurrence. She noted the referendum guidelines (which are attached and hereby made a part of these minutes) that were sent to the Board and cautioned that in their roles as Board members, they cannot advocate for the plan – but can educate. She outlined the amended Board meeting schedule that was proposed last month.

**C. Chair's Report**

Chair Bell stated that he has spent time with the General Manager and DOLRT staff. He also stated that he has met with Senators and Representatives in Raleigh regarding the funding cap.

**D. Board Member Reports**

**1. CAMPO Executive Board Representative**

Will Allen stated that he was unable to attend the meeting, but did get an update from staff. He stated that there were not items directly related to GoTriangle.

**2. DCHC MPO Board Representative**

Bernadette Pelissier stated that she also could not attend the meeting, but the MPO Board did receive a presentation on Chapel Hill Transit's North-South Corridor Study. She said the study has been extended and the estimated local is substantially larger than what is in the Orange County Transit Plan.

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

Will Allen stated that he, along with the General Manager and General Counsel, will be attending a leadership briefing and field visit to northern Virginia.

**VIII. Closed Sessions**

**Action:** On motion by Jones and second by Pelissier the Board adjourned into closed session at 2:06 p.m. pursuant to the General Statute and for the purposes listed below. The motion was carried unanimously.

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.

**A. Clerk to the Board Evaluation & Work Plan**

**B. General Manager Evaluation & Work Plan**

**Action:** The Board returned to open session at 3:01 p.m.

**Action:** On motion by Day and second by Baldwin the Board approved the work plans and 3% merit increases for the General Manager and the Clerk to the Board. The motion was carried unanimously.

**IX. Adjournment**

**Action:** Chair Bell adjourned the meeting at 3:02 p.m.



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William V. "Bill" Bell, Chair

Attest:



Michelle C. Dawson, CMC  
Clerk to the Board