

Go Triangle Board of Trustees
Meeting Minutes
June 24, 2015

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

Board Members Present:

Will Allen III	Ed Harrison
Mary-Ann Baldwin (arr. 1:20 pm)	Vivian Jones
William V. "Bill" Bell	Bernadette Pelissier
Jim Crawford Jr.	Jennifer Robinson
Fred N. Day IV (arr. 2:28 pm)	Jeff Sheehan

Board Members Absent:

Fred Foster Jr. (excused)	Ellen Reckhow (excused)
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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 Pelissier the agenda was adopted, moving the closed session and subsequent action to after the public hearings. The motion was carried unanimously.

II. Recognition

A. Introduction of New Hires

General Manager King announced the hiring of Matthew Frazier, North Carolina Department of Transportation Apprentice in the service planning department.

C. Announcement of Promotions

None.

III. Public Comment

Chair Bell recognized Terry Rekeweg, whose comments are attached and hereby made a part of these minutes.

IV. Public Hearings

A. FY16 Budget Ordinance

Chair Bell opened the public hearing on the FY16 Budget Ordinance at 1:06 p.m. There being no comments, the hearing was closed.

C. Draft FY15 Section 5307 Program of Projects and Schedule

Chair Bell opened the public hearing on the Draft FY15 Section 5307 Program of Projects and Schedule at 1:07 p.m. There being no comments, the hearing was closed.

VIII. Closed Session

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.

Action: On motion by Jones and second by Allen the Board adjourned into closed session pursuant to the General Statute listed above at 1:08 p.m. The motion was carried unanimously.

Action: On motion by Pelissier and second by Allen the Board returned to regular session at 1:21 p.m. The motion was carried unanimously.

IX. Report and Recommendation on New General Manager

Action: On motion by Allen and second by Pelissier the Board approved the hiring of Jeffrey Glenwood Mann as General Manager. The motion was carried unanimously.

Action: On motion by Allen and second by Baldwin the Board approved the employment agreement with Jeffrey Mann. The motion was carried unanimously.

V. Consent Agenda

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

The following consent agenda items were approved:

- May 27, 2015 - regular session minutes;
- May 27, 2015 - Closed Session A minutes;
- May 27, 2015 - Closed Session B minutes;
- May 27, 2015 - Closed Session C minutes; and
- Adopted Resolution 2015 0005 *Resolution of the Go Triangle Board of Trustees Approving Final Section 5307 Program of Projects for FY 2015.*

VI. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Operations & Finance Committee Report

i. ADA Procedures

Committee Chair Allen stated that new USDOT guidelines affecting paratransit customers require these new procedures. He added that the Committee unanimously recommended Board approval.

Action: On motion by Baldwin and second by Robinson the Board approved the Americans with Disabilities Act (ADA) Reasonable Accommodation/Modification Procedures and Complaint Form. The motion was carried unanimously.

ii. Triangle Regional Model (TRM) Service Bureau Contract

Allen said this contract, which has been in place for 13 years, renews every year, but this year includes a once per decade household travel diary. The contract cost is included in the FY16 Capital Development department budget, which is \$356,000 for Go Triangle, or 25% of the total amount. Allen added that NCDOT also contributes 25% and the two MPOs proportionally share the remaining 50% of the \$1.4 million. He noted that Go Triangle's contribution also includes the cost of a half time staff person in lieu of an actual person. Allen added that the Committee also unanimously recommended approval of this contract renewal.

Action: On motion by Jones and second by Baldwin the Board approved a one-year contract renewal with the Triangle Regional Model (TRM) Service Bureau. The motion was carried unanimously.

iii. Procurement Manual

Allen stated that the procurement manual revision needs to be approved before August and the FTA's triennial review.

Action: On motion by Baldwin and second by Pelissier the Board adopted the revised Procurement Manual. The motion was carried unanimously.

Allen stated that no action is required, but the Committee also received the new Operations Work Rules & Procedures Manual.

Bell asked where DBE and MWBE fit in the procurement policies. Freeman responded that is a separate EEO policy, not procurement.

C. Planning & Legislative Committee Report

Committee Chair Pelissier stated there are no action items from Committee, but the five strategic plan work groups did present status updates. She stated that the Committee has requested future written reports. Pelissier added that it was suggested that the teams consider working with the retreat facilitator. She said the Committee also received an update on the Wake County Transit Investment Strategy process, which currently is receiving public input on four options with a final recommendation coming to Go Triangle, CAMPO and the Wake County Board of County Commissioners.

Allen added that the four scenarios are not hard and fast, but starting points for public discussion.

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

D. New Business

i. Proposed FFY16-18 DBE Program Goal

Sylvester Goodwin presented a proposed DBE program goal for Federal fiscal years 2016-2018 of 7%. He said fewer capital improvement projects are the reason the goal is lower than previous goal of 8.4%, which goes through September 15. Goodwin explained that the goal methodology is based on capital projects; however, he felt the 7% goal would be exceeded through preventative maintenance spending.

Bell asked the source of the pool of available DBEs. Goodwin responded that NCDOT publishes the Unified Certification Directory, which includes firms across the nation certified in North Carolina. He said firms used in the past also are included.

Bell asked for information about the number of DBEs from North Carolina and specifically the region.

Goodwin also talked about methods of outreach used to identify DBEs and get them certified in North Carolina.

Action: On motion by Allen and second by Jones the Board adopted *Resolution 2015 0006 Resolution of the Go Triangle Board of Trustees Approving DBE Program Goal for Federal Fiscal Years 2016-2018 of 7.0%*. The motion was carried unanimously.

ii. Contract for Leased Vehicles

Laurie Barrett requested authorization for the General Manager to enter into a lease agreement for 32-foot new or like new cutaways for the Fortify project. She said the current contract ends in September and the used buses have been unreliable.

Baldwin stated concern for continuing to run routes with low ridership. John Tallmadge responded that lane closures should begin in July for the lowest ridership route. General Manager King added that if ridership remains flat after the start of congestion in this corridor, service will be terminated. Baldwin asked about the bus. Barrett replied that the contract allows for it to be turned in or it could be used on other routes that might need additional vehicles.

Action: On motion by Jones and second by Robinson the Board authorized the General Manager to award and enter into a contract to lease six cutaway buses for the Fortify service. The motion as amended was carried unanimously.

The lease contract would be for one year with an option to lease on a month-to-month basis. The lease is for 32 foot new or like new buses for the duration of the Fortify project which is expected to run through August of 2016. The buses will require additional equipment (fareboxes, cameras, destination signs, etc.) to be transferred and installed on each bus. The lease shall not exceed \$5,000 per bus.

iii. FY 2016 Budget Ordinances

Harriet Lyons stated that there have been no changes to the proposed budget since the last presentation. Total revenue is \$32.5 million and total expenditures, \$32.2 million; with a positive cash reserve of \$339,000.

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

- FY 2016 Budget Ordinance (2015 0021);
- FY 2016 Regional Bus Capital Project Fund Ordinance (2015 0022);
- FY 2016 Major Capital Project Fund Ordinance (2015 0023);
- FY 2016 Advanced Technology Project Fund Ordinance (2015 0024);
- FY 2016 Major Transit Investment Fund Ordinance (2015 0025);
- FY 2016 Western Triangle Tax District Fund Ordinance (2015 0026); and
- FY 2016 Durham Orange Tax District Fund Ordinance (2015 0027).

iv. FY 2015 Budget Ordinance Amendments

Harriet Lyons presented several end-of-year FY15 budget amendments, which are attached and hereby made a part of these minutes. She said savings in the budget will cover these amendments.

Action: On motion by Robinson and second by Allen the Board unanimously approved the following budget ordinance amendments:

- FY 2015 Budget Ordinance Amendment (2015 0010); and
- FY 2015 Major Transit Investment Fund Ordinance Amendment (2015 0011).

VII. Other Business

A. General Manager's Report

General Manager David King highlighted the following items from his written report:

- The Administrative Draft Environmental Impact Statement (DEIS) was submitted to the Atlanta Regional FTA office on June 1st. King recognized four staff with Above and Beyond Awards for their work on the DEIS: Katharine Eggleston, Tammy Bouchelle, Meghan Makoid and Dave Charters.
- Staff continues to work on the Wake County Transit Investment Strategy process.
- Ridership is down slightly, partly due to one less work day in May 2015 than in May 2014. He also attributed some of the lower numbers to lower gas prices and a slightly healthier economy.

Action: On motion by Allen and second by Robinson the Board voted to accept the General Manager's report. The motion was carried unanimously.

i. Legislative Update

General Counsel Deborah Ross reported that Federal transportation funding was continued through July, with the expectation that there will be another extension through the end of the year.

On the State side, she reported that a Senate bill would allow Wake County, through December 2016, to enact a half cent sales tax for transit as in Durham and Orange counties, but if no tax is enacted in that period Wake County becomes like the other counties in our State and can only enact in quarter cent increments. She also said that a provision in the bill would not allow Wake County to receive funds from the State for light rail transit. Ross stated that the House did not concur so conferees are being appointed to conference committee. She added that lobbyists and the Greater Raleigh Chamber of Commerce are involved and staff will share any updates or requests for action with the Board.

B. General Counsel's Report

General Counsel Deborah Ross noted the following items:

- A letter has been sent to the Federal Railroad Administration (FRA) describing the Durham-Orange Light Rail Transit (D-O LRT) project and seeking their agreement that it is not part of the general railroad and we only have to comply with safety factors. NCRR has concurred and Norfolk Southern had no comments. Staff is looking at procurement methods and working on an assessment of economic impacts for the project.
- Staff also is preparing for FTA's Triennial Review later this summer.
- Senior managers are working with Human Resources on a revised employee performance review process.
- A new GoPass agreement with North Carolina Central University is almost ready for signing.
- The sale of the Alston-Pettigrew properties to NCDOT should be complete by the end of the month.
- There was some confusion with FTA regarding Cary's maintenance facility project so their purchase of our Towerview property has been delayed.

Action: On motion by Baldwin and second by Allen the Board approved the General Counsel's report. The motion was carried unanimously.

Day arrived.

Chair Bell asked about the visit with the FTA acting administrator. General Manager King stated that TJCOG hosted a national conference in Raleigh and Go Triangle was notified that Therese McMillan would be attending. He said staff had lunch with her and discussed the project.

General Manager King then recognized Lauren Parker who will be leaving Go Triangle for a position with Tri-Met in Portland.

C. Chair's Report

Chair Bell suggested that the Board cancel its July meeting.

Action: On motion by Jones and second by Day the Board voted to cancel the July meeting. The motion was carried unanimously.

D. Board Member Reports

i. CAMPO Executive Board Representative

Vivian Jones offered the report, stating that the LAP was adopted, which included 15% for transit. The group also received an update on the Wake County Transit Investment Strategy.

Action: On motion by Baldwin and second by Pelissier the Board voted to accept the CAMPO report. The motion was carried unanimously.

ii. DCHC MPO Board Representative

Bernadette Pelissier reported that Patrick McDonough presented the five decision points in the DEIS, with good discussion and plans for a tour of Charlotte's rail and operations maintenance facility.

Action: On motion by Allen and second by Jones the Board voted to accept the DCHC report. The motion was carried unanimously.

iii. Regional Transportation Alliance (RTA) Representative

Will Allen III stated that the RTA had no meetings this month.

Action: On motion by Jones and second by Pelissier to Board voted to accept the RTA report. The motion was carried unanimously.

Chair Bell again thanked Fred Day and the search committee. Fred Day stated that Mann has done a lot of different things in a lot of different places: Amtrak, consulting, transportation, transit and the rail division at NCDOT since last year. He was selected as the top candidate from a pool of 50 applicants. Day introduced Jeffrey Mann and Board members introduced themselves. Chair Bell then asked staff in attendance to introduce themselves. Bell also thanked David King for his and the agency's accomplishments under his leadership.

Jeff Mann said he is honored to have been considered and selected for this position and that he looks forward to joining the team on July 27 and moving the ball forward on many important projects.

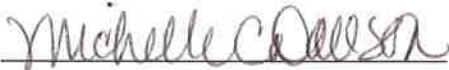
X. Adjournment

Action: Chair Bell the meeting was adjourned the meeting at 2:50 p.m.



William V. "Bill" Bell, Chair

Attest:



Michelle C. Dawson, CMC
Clerk to the Board