

GoTriangle Board of Trustees

Meeting Minutes

September 28, 2016

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. (arr. 1:07 pm)

Fred Day IV

Fred Foster Jr.

Vivian Jones

Board Members Absent:

Ed Harrison (excused)

Bernadette Pelissier (excused)

Ellen Reckhow (excused)

Jennifer Robinson (excused)

Jeff Sheehan (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 Jones and second by Day the agenda was adopted. The motion was carried unanimously.

II. Recognition

A. Introduction of New Hires

General Manager Mann announced the hiring of Johnnie Barnes and Carolyn Little, Paratransit Operators; Valerie Jones, Bus Operator and Juan Carolos Erickson, Community Engagement Manager.

C. Announcement of Promotions

General Manager Mann announced the promotion of Nathaniel Boyd from Bus Operator II to Bus Operator III and Keith James from Bus Operator I to Bus Operator II.

III. Public Comment

No comments.

IV. 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 item was approved:

- August 24, 2016 – Regular Session Minutes.

V. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Nominating Committee Report

Chair Bell presented the following recommendations from the Nominating Committee for officers:

Chair	Jennifer Robinson (Cary)
Vice Chair	Ellen Reckhow (Durham City/County)
Secretary	Will Allen III (Raleigh)
Treasurer	Ed Harrison (Chapel Hill)

1. Election of Board Officers for 2016-17

Action: On motion by Baldwin and second by Jones the Board approved the Nominating Committee's recommended slate of officers listed above. The motion was carried unanimously.

C. Operations & Finance Committee Report

1. TJCOG Subcontract for TOD Grant Work

Committee Chair Will Allen presented a recommendation from the Committee to approve a subcontract with TJCOG to complete tasks for the Durham-Chapel Hill Transit Oriented Development (TOD) planning framework scope of work.

Action: On motion by Baldwin and second by Day the Board authorized the General Manager to execute a contract with TJCOG to complete tasks for the Durham-Chapel Hill TOD Planning Framework Scope of Work, with a not-to-exceed value of \$300,000. The motion was carried unanimously.

Crawford arrived.

2. Selection of Consultants for On-Call Transit Planning Services

Committee Chair Allen also presented a recommendation to authorize the General Manager to award and execute contracts for six selected consultants for on-call transit planning services in four areas: planning, environmental, technology, and public outreach. He stated that the financial impact for FY17 is \$1.875 million, but the notice to proceed is pending the outcome of the Wake County Transit referendum. The additional \$30 million would come from future transit sales taxes if the referendum is approved.

Action: On motion by Baldwin and second by Jones the Board authorized the General Manager to award and execute contracts to each of the six selected consultants for on-call transit planning services as recommended. The motion was carried unanimously.

D. Planning & Legislative Committee Report

Fred Day presented the Planning & Legislative Committee report.

1. TPAC Bylaws for Wake Transit

Day stated that the only discussion of any significance was related to weighted voting. He said the Committee was informed that the only dissenting vote by one of the partners was related to weighted voting. Day added that weighted voting only applies if requested by a member, with a second from someone representing another organization.

Action: A motion was made by Baldwin, and seconded by Allen, to adopt the Transit Planning Advisory Committee (TPAC) bylaws as presented.

Jones asked the issue related to weighted voting. Sandra Freeman responded that the descent was in giving additional weight to transit service providers. Additional weight for population was acceptable.

Action: Upon vote, the motion was carried unanimously. The TPAC bylaws are attached and hereby made a part of these minutes.

2. TPAC Table of Responsibilities

Day then presented a recommendation to approve the delegation for responsibilities outlined in the Wake County Transit Governance Interlocal Agreement (ILA).

Action: On motion by Baldwin and second by Allen the Board adopted the proposed designations of lead agencies for the responsibilities outlined in the Wake Transit Governance ILA. The motion was carried unanimously. The table of responsibilities and lead designations is attached and hereby made a part of these minutes.

3. TPAC Meeting Schedule

Day also presented a recommendation from the Committee to approve the TPAC meeting schedule. He stated that the TPAC Bylaws call for the group to meet at least quarterly.

Action: On motion by Baldwin and second by Allen the Board approved the proposed TPAC meeting schedule. The motion was carried unanimously. The TPAC meeting schedule is attached and hereby made a part of these minutes.

4. TPAC Annual Work Plan & Progress Reports

Day stated that the Committee had a lot of discussion about the TPAC work plan. He said the group is working on a proposal related to staff resources and funding that will be required.

John Tallmadge added that the annual work plan is more than just staffing needs, but also an updated service implementation plan for the upcoming year and beyond as well as capital projects and financial model updates. He explained that the TPAC will prepare a draft in November each year, followed by public input and a final plan for adoption in May. Tallmadge said for this first year, a plan will be presented in December for the remainder of this fiscal year. The Wake County plan calls for quarterly reports.

Action: On motion by Allen and second by Baldwin the Board approved the proposed schedules for the delivery of Annual Work Plans and Progress Reports. The motion was carried unanimously. The schedule is attached and hereby made a part of these minutes.

5. Creation of a Transit Citizen Advisory Committee

Day stated that the Committee had significant discussion on this item, with concerns about how the committee would be set up and clarity around roles and responsibilities. He said that since the Committee meeting, staff has made some revisions, adding a purpose to provide advice and feedback to the GoTriangle Board of Trustees and that GoTriangle would establish guidelines for the Transit Citizen Advisory Committee (TCAC). Day commented that there are some outstanding questions like who would appoint the chair and vice chair of the committee.

Baldwin suggested that at least two members of the TCAC be active transit customers

Action: Baldwin made a motion, which was seconded by Day, to adopt the resolution.

Bell asked how members of the TCAC would apply and be appointed. Day responded those details should be included in the guidelines that staff will draft and bring to the Board for approval.

Action: Upon vote, the motion to adopt *Resolution 2016 0005 Resolution of the GoTriangle Board of Trustees Establishing a Transit Citizen Advisory Committee* was carried unanimously. The resolution is attached and hereby made a part of these minutes.

VI. Other Business

A. General Manager's Report

General Manager Jeff Mann shared the following items:

- Staff continue to work on the strategic plan in preparation for the October 5 work session.
- The D-O LRT team has been working on adding a NCCU station to the line.
- The FTA has allowed the D-O LRT project until the end of February to enter engineering. Staff is working with the Funding & Community Collaborative to identify potential funding sources for a financial plan that would be acceptable to the FTA.
- GoTriangle continues to support Wake County and partners in the effort to educate the public and business leaders on the transit plan prior to the referendum. Allen shared marketing materials about the referendum.
- There continues to be a slight decline in bus ridership, largely tied to lower retail gasoline prices.

1. Durham-Orange Light Rail Transit Program Update

Danny Rogers reported on meetings being held in Durham for property owners potentially affected by an extension to NCCU. Bell asked for information on future meetings and feedback received. He added that the Metropolitan Transportation Plan (MTP) and Locally Preferred Alternative (LPA) would need to be amended to include this extension. The City of Durham unanimously recommended this change to the DCHC MPO. The Durham County Board of County Commissioners will consider making a similar recommendation in October.

3. Communications Update

Mike Charbonneau introduced Juan Carolos Erickson, the new community engagement manager. He said this position was previously the public involvement manager.

The presentation is attached and hereby made a part of these minutes.

B. Chair's Report

Chair Bell stated that he remains in touch with the General Manager and has participated with staff regarding NCCU and the Funding & Community Collaborative.

C. Board Member Reports

1. CAMPO Executive Board Representative

Will Allen reported that the CAMPO Executive Board unanimously approved the TPAC bylaws and the selection of consultants for on-call planning service. The group also received a report on the NC 54 and More project and the SPOT 4.0 Division Needs Point Assignment.

2. DCHC MPO Board Representative

No report.

3. Regional Transportation Alliance (RTA) Representative

No report.

General Manager Mann stated that renderings of a potential NCCU station are available.

VII. Adjournment

Action: Chair Bell On motion by the meeting was adjourned the meeting at 2:00 p.m.



William V. "Bill" Bell, Chair

Attest:



Michelle C. Dawson, CMC
Clerk to the Board