

**GoTriangle Board of Trustees**  
**Amended Meeting Minutes**  
**February 28, 2018**

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

**Board Members Present:**

Will Allen III	Michael Parker
Sig Hutchinson (left 2:24 pm)	Ellen Reckhow
Wendy Jacobs	Jennifer Robinson, Chair (arr. 12:09 pm)
Vivian Jones	Steve Schewel (left 2:30 pm)
Valerie Jordan (arr. 12:08 pm, left 1:54 pm)	Nina Szlosberg-Landis

**Board Members Absent:**

Mary-Ann Baldwin (excused)	Andy Perkins
Barry Jacobs (excused)	

Vice Chair Ellen Reckhow officially called the meeting to order at 12:06 p.m.

**I. Adoption of Agenda**

**Action:** On motion by Hutchinson and second by Allen the agenda was adopted, moving the closed session to the end of the General Business Agenda. The motion was carried unanimously.

**II. Recognition**

**A. Introduction of New Hires**

General Manager Mann announced the hiring of bus operators Ousman Diabi, Pauline Gales and Josue Rivas; project development interns John Hart Evans and Geordian Herron; and Autumn Richter, Administrative Assistant to the D-O LRT Project.

**C. Announcement of Promotions**

None.

**III. Public Comment**

No comments.

**IV. Consent Agenda**

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

The following consent agenda items were approved:

- January 24, 2018 – Regular Session Minutes; and
- January 24, 2018 – Closed Session Minutes.

Jordan and Robinson arrived.

**V. General Business Agenda**

**A. Items Removed from Consent Agenda**

None.

**B. Operations & Finance Committee Report**

**1. D-O LRT Project Final Design Reimbursement Agreements for Railroads and Utilities**

<b>Entity</b>	<b>Value</b>
Duke Energy Carolinas	\$200,000
AT&T North Carolina	200,000
Frontier Communications	150,000
PSNC Energy	200,000
Charter Communications	200,000
CenturyLink f/k/a Level (3)	150,000
North Carolina Railroad Company	200,000
Norfolk Southern Railroad	200,000

**Action:** On motion by Allen and second by Hutchinson the Board approved agreements with the railroads and utilities listed above for final design reimbursement for FY18-20, with a total dollar amount not to exceed \$1.5 million, and authorized the General Manager to execute agreements consistent with those terms. The motion was carried unanimously.

**2. Wake Transit FY 2018 Q2 Proposed Amendments**

**Action:** On motion by Jones and second by Reckhow the Board approved the Wake Transit FY18 Q2 amendments and adopted *Ordinance 2018 0003 GoTriangle Fiscal Year 2018 Triangle Tax District- Wake Operating Fund Ordinance Amendment*. The motion was carried unanimously. The list of amendments is attached and hereby made a part of these minutes.

**3. Budget Amendment - Durham-Orange Fund**

Committee Chair Parker explained that the budget ordinance would be brought back next month, but requested approval today for reimbursements to the respective agencies.

**Action:** On motion by Parker and second by Schewel the Board approved the reimbursement of \$53,138 to Chapel Hill Transit, \$496,299.29 to the city of Durham and \$127,440 to Durham County Access. The motion was carried unanimously.

**4. Headcount Adjustment**

**Action:** On motion by Reckhow and second by Allen the Board approved a headcount increase in FY18 for the contracts coordinator position. The motion was carried unanimously.

**C. Planning & Legislative Committee Report**

Committee Chair Will Allen III reported that the Committee received an update on the joint development program and Wake Transit MIS. He stated they also heard about a study being conducted by NCSU on the impacts of gentrification along transit lines.

**1. Wake Transit Bus Plan Project Prioritization Policy**

**Action:** On motion by W. Jacobs and second by Parker the Board approved the Project Prioritization Policy. The motion was carried unanimously. The policy is attached and hereby made a part of these minutes.

**VII. Closed Session - Update on Property Acquisition**

Pursuant to 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 the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

**Action:** On motion by Allen and second by Hutchinson the Board adjourned into closed session for the purpose and pursuant to the General Statute listed above at 12:35 p.m. The motion was carried unanimously.

**Action:** On motion by Allen and second by Reckhow the Board returned to open session at 12:57 p.m. The motion was carried unanimously.

**VI. Other Business**

**A. General Manager's Report**

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

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

- The Charlotte Blue Line Extension ribbon cutting was Monday, with service beginning March 16. The FTA was in attendance as well as the Congressional delegation. NCDOT called out the D-O LRT project.
- A copy of a letter from Anne Franklin to the airport authority was received. We are working with the airport to improve signage and information about our services. We have identified some issues and are meeting with the airport to talk about how to improve our positioning and signage.
- We continue to monitor the Federal budget process. We are confident the Capital Investment Grants (CIG) program will continue to be funded. FTA has reiterated it will continue to process programs if funding is allocated by Congress.

W. Jacobs stated that the county commissioners will be in Washington soon and requested information on all GoTriangle projects to share.

- The incidental use request to host the Raleigh bike share program at our Lane Street property was denied by FTA because it is not a transit use. We continue to look at how to accommodate a transit use in that space, such as using it to fabricate bus shelters before they are installed, that would allow an incidental use like bike share as well.

#### **1. Transit Operations Report**

Patrick Stephens presented the January operations report, which is attached and hereby made a part of these minutes. He attributed the decline in ridership to a suspension in service due to weather.

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

Danny Rogers reported that the team continues to work on 50% designs and submitting those to partners for review. A new cost estimate will be done and FTA will do a risk assessment and assign contingency based on risk. The project was listed in the New Starts program annual report and stated we are trying to get an FFGA in 2019. Our financial plan rating went up a little bit with an overall rating remaining medium. We're working on getting agreements in place with the hiring of two contracts coordinators. Rogers also introduced interns from NCCU and UNC-CH.

Reckhow asked when the next cost estimate would be received. Rogers responded June.

Parker asked about inflation of construction costs over ten years. Rogers responded that the Construction Management Consultant (CMC) is working

on a market assessment and strategizing about how to best position our project for bid.

Szlosberg-Landis asked the percent of contingency for the project. Rogers replied around 30%, which will reduce as cost estimates are refined.

Szlosberg-Landis then asked what the high risk budget areas are. Rogers said Erwin Rd and other places we are trying to redefine or define the design. He said a risk workshop was held to think about things that might go differently than anticipated or cost more than expected which was used to develop a monitoring plan on how to deal with and reduce the risk.

Szlosberg-Landis then asked about the timing of the FFGA and confirmation of State funds. Rogers said as scheduled, the application for the FFGA would be next April, with confirmation of State funding following in the summer. He added that the draft TIP would be out by January, indicating how much State funding likely would be available. Szlosberg-Landis said that it might be possible to pull a project out and have it approved before the full TIP.

Schewel asked if there is a financial risk to being about to raise \$100 million in private funding and what will the cost be for Erwin Road. Rogers stated that the team is looking at how to offset that cost.

### **3. Wake Transit Update**

John Tallmadge reported that the Wake Bus Plan will have draft recommendations for sequencing the roll out of bus service over the next eight years, with public outreach beginning in April. He said the sequencing is driven around the prioritization policy adopted today. Also being considered is the fare strategy for making sure with multiple providers that fares are fair and consistent and attractive.

A peer review has been completed for BRT. Public outreach will be concurrent with the bus service outreach.

A staffing model is being drafted to help agencies think through how to build staffs at the various agencies to implement the program of projects over the next ten years.

The FY19 work plan is going through public feedback now. After revisions it will go through the budget cycle here and at CAMPO, with public hearings in May and adoption in June. Tallmadge added that the FY19 work plan will include a proposal for a free youth pass.

Tallmadge also reported that recruitment for the Wake Transit program director is going well, with two candidates scheduled for interviews.

Jordan left.

**4. Communications Update**

Mike Charbonneau presented the new GoForward campaign for Wake Transit. His presentation is attached and hereby made a part of these minutes.

Board members discussed how this campaign might have a more regional focus rather than being tied specifically to Wake Transit.

Hutchinson and Schewel left.

**B. General Counsel's Report**

General Counsel Shelley Blake noted the following items:

- The legal team attended the APTA legal conference. She said there was a lot of discussion about FTA wanting to see agencies working with private partners for funding projects.
- Hartsook is the consultant working with GoTransit Partners. They are conducting a pre-assessment of campaign fundraising and will make a presentation to the Board next month.
- The Planning & Legislative Committee will be discussing the Transit Advisory Committee today and making a recommendation for appointments.

**C. Chair's Report**

No report.

**D. Board Member Reports**

**1. CAMPO Executive Board Representative**

Will Allen III stated that officers were elected, with Sig Hutchinson the new vice chair and Cary Mayor Harold Weinbrecht, chair. The Board also received an update on SPOT 5.0 and deleted several future BRT projects from its submission to help out the D-O LRT project. There were several other items approved including the UPWP, TIP and Wake Transit items.

**2. DCHC MPO Board Representative**

Ellen Reckhow reported that the DCHC MPO Board voted in a split vote to delete a number of transit projects from SPOT 5.0 to hopefully help the D-O LRT project in the scoring process. The most contentious deletion was funding for Chapel Hill's BRT project. She expressed thanks to CAMPO for removing the BRT projects from its submission.

3. **Regional Transportation Alliance (RTA) Representative**  
No meeting.
4. **New Partners for Smart Growth Conference**  
Postponed until March.

**VII. Adjournment**

**Action:** Chair Robinson the meeting was adjourned the meeting at 2:45 p.m.

  
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Ellen Reckhow, Vice Chair

Attest:

  
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Michelle C. Dawson, CMC  
Clerk to the Board