

Triangle Transit Authority Board of Trustees

Meeting Minutes

May 23, 2007

Board Room, 68 T.W. Alexander Drive
Research Triangle Park, NC

Board Members Present:

Bill Bell	Ellen Reckhow
Anne S. Franklin	William G. Smith
Alice Gordon	Bill Strom (left 2:50 p.m.)
Bob Hinshaw	Nina Szlosberg (left 3:00 p.m.)
Jeff Merritt	M. Carter Worthy

Board Members Absent:

Sig Hutchinson (excused)	Kenneth Spaulding
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Staff Present:

Laurie Barrett	Wib Gulley
Jacob Davis	Vinson Hines
Michelle Dawson	David King
Tonya Dupree	Patrick McDonough
Allison Evans	Majid Mohammed
Brian Fahey	Greg Northcutt
Saundra Freeman	Juanita Shearer-Swink
Damien Graham	John Tallmadge

Chair Alice Gordon called the meeting to order at 1:07 p.m.

I. Adoption of Agenda

Action: On motion by Worthy and second by Franklin the agenda was adopted, adding a Board member report by Anne Franklin on the Women's Transportation Seminar (WTS) Conference. The motion was carried unanimously.

II. Recognition

A. Introduction of New Hires

General Manager David King reported the following new hires: Cheryl Ekstrom, Network Administrator; Demetria Turner, Bus Operator; and Bernadette Parrish and Eileen Philips, Customer Service Representatives. King also introduced the following interns: Allison Evans (graphic design, UNC-CH), Emmita Lyford (marketing, NCSU), Jacob Davis (finance, NCSU) and Majid Mohamed (IT, Wake Technical Community College).

B. Announcement of Promotions

General Manager King noted that Joe Rego that will be replacing maintenance manager Ed Evans, who will retire at the end of June. Patrick McDonough has been promoted to Senior Planner in the Capital Development Department.

III. Public Hearings

None.

IV. Public Comment

Board Chair Alice Gordon recognized Graham Olive, Jr. He asked the feasibility of offering Saturday evening services and Sunday service. Gordon commented that the Board would be discussing route changes on today's agenda. Strom added that staff is considering changes to night and Saturday service; but no recommended is being made today. He also pointed out that the budget and fleet determines much of the service that TTA can offer.

Olive then asked the response from Smithfield and Selma about TTA service. Franklin responded that the area is feeling the pressure of growth and is interested in transit, but there no specific actions from the meeting.

V. Consent Agenda

Action: On motion by Strom and second by Merritt the consent agenda was adopted. The motion was carried unanimously.

The following consent agenda items were approved:

- April 25, 2007 – Budget Work Session Minutes;
- April 25, 2007 – Regular Session Minutes;
- April 25, 2007 – Closed Session A Minutes;
- April 25, 2007 – Closed Session B Minutes;
- Renewed contract for outside legal services with Parker, Poe, Adams and Bernstein, LLP (2007 0008);
- Renewed contract for outside legal services with Maxwell, Freeman and Bowman, PA (2007 0009);
- Authorized negotiation and execution of contract for professional services related to development of transit capital investment program for the Regional Transit Infrastructure Blueprint not to exceed \$75,000 (2007 0010); and
- Authorized purchase order under the State contract for paratransit scheduling software from Trapeze Software Group for \$53,575 (2007 0011).

Smith requested a breakdown of expenditures for outside legal services with Parker Poe and Maxwell Freeman at the next Board meeting.

VI. Presentations

None.

VII. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Personnel Committee Report

1. Clerk to the Board Contract Renewal

Action: On motion by Worthy and second by Reckhow the Board approved renewal of the professional services contract with Michelle Dawson for fiscal year 2008. The motion was carried unanimously.

C. Planning & Legislative Committee Report

Nina Szlosberg reported that the Committee received an update on the Roadshow, discussed the rebranding project, and received information about the regional bus expansion plan and a recommendation to sign on the NCGo! resolution supporting sufficient funding to meet North Carolina's transportation needs.

1. Resolution Supporting Sufficient Funding to Meet North Carolina's Transportation Needs

Action: On motion by Reckhow and second by Strom the Board adopted *Resolution 2007 0012 Resolution of the Triangle Transit Authority Board of Trustees Supporting Sufficient Funding to Meet North Carolina's Transportation Needs*. The motion was carried unanimously.

Szlosberg also reported that she and the Board Chair met with the General Manager and Damien Graham regarding TTA's communications strategy and the suggestion by Gordon to prepare and distribute a report to the community. She said it was decided that the publication would be disseminated through such groups as the chambers of commerce, local boards and commissions, and TTA's Next Stop list in early fall. Staff will begin to work on the document. Gordon commented that her idea is to have a single source of information and facts about TTA to give to the public in this time of transition.

Szlosberg then stated that the June Planning & Legislative Committee meeting would be rescheduled.

D. Operations & Finance Committee Report

Bill Strom reported that the Committee received a presentation from a group of NCSU students working with Patrick McDonough on Bus Bypass Shoulder (BBS) operations.

1. August Service Change Recommendations

Strom then recognized Patrick McDonough to present the August service change recommendations. McDonough explained that staff received very limited feedback on proposed changes for Saturday service; therefore, staff would like to postpone any changes and do extensive outreach with customers. McDonough also pointed out some changes the Committee recommends being implemented in July. He pointed out that quality printed schedules would not be available by that date and materials would have to be done in-house.

Action: On motion by Worthy and second by Merritt the Board unanimously approved the services change recommendations as follows:

July 2 Implementation

- Shuttle 45 – eliminate midday service
- Shuttle 49 – add new shuttle to Kit Creek area
- Route 248 – eliminate service to Brier Creek, rename service Shuttle 48
- Route 301M (now 303) – midday service to Cary between Cary Train Station and Downtown Raleigh
- Route 310 – eliminate
- Route 500 – add two trips during each rush hour period
- Route 550 – add one trip during each rush hour period

August 6 Implementation

- Route 105 – move park-and-ride from Fairgrounds dirt lot to District Road paved, lighted, sheltered express road lot
- Route 107 – make all 107 trips 105 trips
- Route 305 – add service along Edinburgh and Old Raleigh Road
- Night Service Overhaul – remove RTP from night services and create direct routes

2. FY 2008 Budget - First Reading

Bill Strom then recognized Sandra Freeman, who reviewed changes to the proposed FY 2008 budget since the April 25 work session. She said the Committee would review some minor changes at its June meeting and following adoption of the budget, staff would update the capital spending plan, draft criteria for the Special Revenue Fund and capital expenditures in the General Fund, and review the valuation of vehicle registration and rental vehicle taxes.

VIII. Other Business

A. General Manager's Report

David King reported the following:

- Over 643 people participated in bike to work week, compared to 100 or so last year (reducing commuter miles by over 10,000).
- The Board has received notification from Human Resources of policy changes effective July 1.
- NCRB has responded about TTA's request for a joint Board committee of NCRB, NCBOT and TTA. King said he would begin working on a meeting schedule and the first agenda.
- Szlosberg pointed out that the NC Board of Transportation (NCBOT) requested an audit, the results of which have been received. She stated the audit was exhaustive and the audit staff was very complimentary of TTA.
- King noted that May could potentially be a record month for ridership. Reckhow commented that she felt TTA is not getting the word out about its services. King said that Julie Woosley would respond to this issue before her presentation on re-branding.

- King reported that the first of the new Gillig buses would arrive around mid February. He said the full order would be received by April 30, 2008. He added that TTA has participated in a grant application with NCDOT to the FTA for the funding for the additional 17 buses needed. He said he expects TTA would receive less than requested and an earmark request has been made through Representative Price. King also noted that the maintenance staff is working to keep the buses operational and cool through the summer.
- TTA received the first two of four mini vans which will be put in service June 1. King then recognized Julie Woosley, who responded that with a limited advertising budget, general advertising does not seem to be effective. She said TTA uses targeted advertising through employers and special events like bike to work week and the SmartCommute Challenge. She said this allows staff to give specific information to individuals. She said information is provided to employers for internal newsletters and Websites. Reckhow asked about radio or signs particularly at park-and-ride lots. Szlosberg then suggested advertising the number of car miles taken off the road during bike to work week and translating that to the pounds of carbon reduction. Gordon commented that this is an example of what could be included in the publication being prepared for distribution in the fall.
- Woosley then shared the top two logos selected by an internal committee and several blue and green color combinations with possible accent colors of orange, yellow or acid green. She said the current forest green and burgundy is difficult to distinguish from black at dusk. She said some shade of green will be used to indicate our concern for the environment. She said staff and the public would have opportunity to comment. Gordon requested that this item go back to the Planning & Legislative Committee. Franklin asked for a representation of how the logo would look on a bus.

B. General Counsel's Report

Wib Gulley reported the following:

- Two positions were eliminated in the legal department effective May 11 due to the fact that the rail project has been put on hold and most of the title work had been completed.
- Gulley participated in a news conference announcing the Partnership for North Carolina's Future which is focused on NC's extraordinary infrastructure needs: schools, water and sewer, green space, park land, and transportation (including public transportation and roads), with the projection that the State's population will grow 50% in next 23 years. He said the group hopes that the Legislature will step up this session with a significant first step towards meeting the \$40+ billion need.
- Gulley then distributed copies of House Bill 878, a proposed constitutional amendment regarding eminent domain. He said this bill threatens TTA's partnership with Cherokee because it prohibits condemnation of private property to be conveyed to other private owners for economic development. He said TTA was asked to comment and suggested language that it would not apply to the taking of properties for which the public use is preserved or utilized.

Strom left.

C. Chair's Report

Alice Gordon reported the following:

- The Special Transit Advisory Commission (STAC) will meet May 30.
- She appointed Jeff Merritt, Bill Strom and Carter Worthy as TTA's representatives on the joint NCBOT, NCCR and TTA Board committee. She stated that a fourth appointment would be made at a later date.
- Gordon noted an item regarding a letter supporting the land transfer tax. Szlosberg asked if she could comment now since she would have to leave early. She said that TTA has had a policy to support fee increases only if it is specific for transit, not to support general increase. She said although individually she and probably others support this tax, she did not feel TTA should formally support it. Gordon explained that with more money for capital, counties and cities would have the ability to put more money into transit. Merritt commented that he supports ways for local governments to raise money, but not for the State to raise money because it comes down to Wake, Durham, Orange counties paying more and receiving less. Gordon stated that it would be fine if TTA took no action.

Szlosberg left.

D. Board Member Reports

1. CAMPO TAC Representative

Anne Franklin reported that the TAC endorsed the Long Range Transportation Plan (LRTP) with the turnpike in it.

2. Women's Transportation Seminar (WTS) Conference Report

Anne Franklin distributed a written report, which is attached and hereby made a part of these minutes. She also announced that the local WTS chapter is developing a conference on high speed rail.

3. DCHC TAC Representative

Alice Gordon reported that the TAC discussed at length the Transportation Improvement Program (TIP) program and how inadequate it is.

4. Regional Transportation Alliance (RTA) Representative

Gordon referred to the TriMAP report at Board member's places.

E. Letter Supporting the Land Transfer Tax and Other Local Option Revenues

No action.

F. New Business

None.

IX. Closed Session(s)

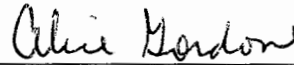
Action: On motion by Bell and second by Reckhow the Board adjourned into closed session for the purpose of and pursuant to the General Statute listed below at 3:07 p.m. The motion was carried unanimously.

A. Bus Transfer Facility and Administrative Office Space

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.


X. Adjournment

Action: Chair Gordon adjourned the meeting at 3:15 p.m.



Alice Gordon, Chair

Attest:



Michelle C. Dawson, CMC
Clerk to the TTA Board