

Triangle Transit Authority Board of Trustees
Meeting Minutes
September 27, 2006

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

Board Members Present:

Bill Bell	Jeff Merritt
Anne S. Franklin	Ellen Reckhow
Alice Gordon	Bill Strom
Bob Hinshaw	Nina Szlosberg (left 1:45 p.m.)
Sig Hutchinson	M. Carter Worthy

Board Members Absent:

William G. Smith	Kenneth Spaulding
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Staff Present:

Michelle Dawson	Brad Schulz
Tonya Dupree	Juanita Shearer-Swink
Saundra Freeman	Garold Smith
Sylvester Goodwin	John Tallmadge
Wib Gulley	Julie Woosley

Guests Present:

Daren Bakst	Chris Shigas, <i>French West Vaughan</i>
Cathy Heath	Bruce Siceloff, <i>News & Observer</i>
Graham Olive, Jr.	

Chair M. Carter Worthy called the meeting to order at 1:21 p.m. Worthy stated that William Smith was sick.

I. Adoption of Agenda

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

II. Recognition

A. Introduction of New Hires

Saundra Freeman announced three new hires: mechanic Joseph Rego; night shift dispatcher Jimmy Price and network administrator Maurice McGhee.

B. Announcement of Promotions

None.

III. Public Hearings

None.

IV. Public Comment

Chair Carter Worthy recognized Daren Bakst, whose comments are attached and hereby made a part of these minutes.

General Counsel Wib Gulley responded that it is inaccurate to say TTA has not made information about the Master Developer agreement public, but it in fact has been discussed in public meetings since May and the document has been provided to anyone requesting it. He added that TTA has not and will not engage in economic development takings and that it is stated clearly in the agreement that TTA's eminent domain authority cannot be used to acquire peripheral properties.

Chair Worthy then recognized Cathy Heath who asked the Board to be realistic about the financial feasibility of transit oriented development--who it is built for and how successful it will be in reducing traffic congestion. She said that her research indicates you very rarely get the results that are promoted. She distributed a report from the Cascade Policy Institute and pictures from Portland, which are attached and hereby made a part of these minutes.

V. Consent Agenda

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

The following consent agenda items were approved:

- July 11, 2006 – Quarterly Work Session Minutes;
- July 26, 2006 – Closed Session (continued to August 10);
- August 23, 2006 – Regular Session Minutes; and
- August 23, 2006 – Closed Session C Minutes.

VI. Presentations

None.

VII. Reports & Recommendations

A. Communications Committee Report

Nina Szlosberg stated that the Committee received a presentation the various planning initiatives underway in the Triangle. She said the Committee recommended that staff look at ways to streamline the processes and to collapse the time line.

B. Nominating Committee Report

Carter Worthy stated that due to the absence of William Smith at the Committee meeting, a report would not be made until October. She added that the Committee has discussed collapsing the Planning & Legislative and the Communications committees for the coming year. Franklin asked when new officers would take office. Worthy responded November 1 if voted upon in October.

C. Personnel Committee Report

Alice Gordon noted that the minutes of the September 5 meeting minutes were at each Board member's place.

Action: The report was accepted by consensus.

D. Planning & Legislative Committee Report

Nina Szlosberg noted several items discussed by the Committee. She said there is an action item on the DCHC MPO Coordinated Public Transportation – Human Services Transportation Plan. The Committee also discussed the consultant for the 7-year regional TDM plan and the Transit Infrastructure Blueprint. Szlosberg stated that the next meeting scheduled for October 3 would be rescheduled.

1. DCHC MPO Coordinated Public Transportation – Human Services Transportation Plan

Action: On motion by Gordon and second by Reckhow the Board authorized an interlocal agreement with the City of Durham to provide consulting services to the DCHC MPO in developing a Coordinated Public Transportation – Human Services Transportation Plan. The motion was carried unanimously.

E. Operations & Finance Committee Report

Bill Strom stated that the Committee received information on the Strategic Plan for Bus, Vanpool and Paratransit Services and received a financial and grant update. He said that this committee's October meeting also would be rescheduled.

Szlosberg left.

F. General Manager's Report

Saundra Freeman reported the following items:

- Staff was pleased with the outcome of the triennial review by FTA, which evaluates grantees for compliance in 23 areas. She said TTA was found compliant in 21 out of 22 areas and that FTA very pleased with TTA's compliance. She said that TTA's spare (bus) ratio is 22% and FTA requires 20%. Freeman said TTA's response had to do with the age and maintenance issues with the Thomas buses and a written explanation has to be sent in. She said there were some paperwork issues regarding two damaged buses. She also recognized Deirdre Walker and Stephen Wilson who coordinated the review for TTA.
- There have been 12,000+ pledges to date for the SmartCommute Challenge. Staff will do a prize patrol and video tape Challenge prize winners.
- The Regional Call Center project kick off meeting was successful. Interlocal agreements will be acted upon by the Raleigh and Durham city councils and TTA in the next month. The center is scheduled to open March 5. Chapel Hill Transit attended and anticipates participating at a later date.
- TTA set a new one month ridership record for August and ridership is up 16% for the first six months of 2006, outpacing the national average of 3.2%

Wib Gulley also reported:

- Staff has talked and met with the MPOs to discuss establishing a regional transit decision making process.

- Staff continues to work on FTA's public private partnership pilot program.
- A meeting was held between the North Carolina Turnpike Authority (NCTA) and several TTA Board members. Worthy added that both groups recognized their commonalities--increasing mobility in the Triangle, looking at new and non-traditional financing methods, and leveraging public investment with private dollars. She said both groups agreed their missions are aligned and they should cooperate as they move forward.
- He met with the Executive Direction and General Counsel of the North Carolina Railroad (NCRR) about TTA's desire to amend its agreement and extend the time frame. He said a meeting of the two groups' board chairs will be held.

G. General Counsel's Report

General Counsel Wib Gulley reported that work continues on the Master Developer agreement regarding questions raised by Board members, including the affordable housing section. He suggested that the committees receive an update at their October meetings.

H. Chair's Report

Worthy stated that there were no items for discussion for the October 10 work session. She suggested that Board members be available to re-schedule the meeting for a vote on the Master Developer Agreement if needed.

Worthy then asked for clarification related to the speaker's comments about condemnations. Gulley responded that TTA is not initiating condemnations or acquisition activities and has not for months but resolving compensation and property value issues on previously acquired properties.

I. Board Member Reports

2. CAMPO TAC Representative

Anne Franklin noted the Transit Infrastructure Blueprint included in the agenda under the CAMPO report. She said CAMPO took action to endorse a recommendation by the Town of Wendell to change in the Long Range Transportation Plan for a road east of Wendell and accepted TTA's issues for the NCTA financial feasibility study on the proposed Wake turnpike facility.

3. DCHC TAC Representative

Bill Strom reported that he represented the Town of Chapel Hill at the statewide kickoff of the safe routes to school event and was unable to attend the DCHC TAC meeting, but there were no issues on the agenda related to TTA.

4. Regional Transportation Alliance (RTA) Representative

Chair Worthy recognized Merritt who said that RTA is more than willing and enthusiastic to participate in a community discussion process with TTA. He said he has encouraged several people to replicate the San Diego trip of several years ago. Hutchinson added that it is a good idea to create a trip that looks at transit

options. Gordon said that she had recently had a conversation with Joe Milazzo and agreed that he is very enthusiastic in his support of TTA's efforts.

5. COMTO

Postponed until October.

VIII. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. 7-Year Regional TDM Plan Consultant Contract Award

John Tallmadge requested adoption of a resolution awarding the consultant contract for the seven-year regional TDM plan to UrbanTrans Consultants. He said the selection team accepted the firm's proposed scope of work, to be completed by May with a draft delivered by March.

Reckhow said that the information does not include anything about this group's experience. Tallmadge responded that UrbanTrans has been doing this type of work for 15-20 years and all the reference checks conducted were great. He said the group's experience includes work in Colorado and Atlanta and sample work was impressive. Reckhow then asked how the group would get up to speed on this area. Tallmadge replied that the project manager, Fleming El-Amin, has requested a list of questions from UrbanTrans before the kickoff meeting so that we can prepare all the information in advance as well as highlight the issues believed to need review. He said this would include the work by Durham and the State on TDM and the work plans of the various entities. He said only one other candidate had a little more familiarity with this region, but still would have to get up to speed with the specifics of the various institutional arrangements and programs.

Reckhow then asked if the contract includes a penalty for exceeding the schedule. Gulley replied that TTA generally has not included such language in its contracts and it has not been an issue. Reckhow advised that Durham County was burned with a professional contract and has since been including such language. Tallmadge said typically a percentage is withheld from each invoice and any penalty could come out of that withholding. Gulley said he would contact Durham County.

Action: On motion by Reckhow and second by Gordon the Board adopted *Resolution 2006 0019 Resolution of the Triangle Transit Authority Board of Trustees Awarding a Contract for Consulting Service to Develop the Regional 7-Year TDM Plan*. The motion was carried unanimously.

C. Bus Operations and Maintenance Facility Expansion Project – Contract Award

Greg Northcutt requested Board approval for a revised budget (\$3,436,400) for the bus operations and maintenance facility (BOMF) expansion project and award of the construction contract to Barr Construction Co. Inc. for \$2,517,000. He said the 25,000 square foot facility built in 1999 for \$5 million was being expanded by 9,400 square feet for additional administrative and maintenance space as well as additional

parking and a more efficient and safer circulation pattern. Northcutt reminded the Board that the first RFB in June resulted in all the bids being rejected. He said the recommended contractor is providing 15.2% DBE on the contract, which exceeds TTA's DBE goal. Northcutt said that notice to proceed is expected on October 9 with a completion date of December 3, 2007.

Bell asked about the incentive. Northcutt replied that due to the re-location of buses and the cost of parking, TTA is offering an incentive of \$500 per day (up to \$17,500) for early completion of the first phase of the project.

Reckhow noted that there is no staff recommendation regarding the shortage of \$681,000 for the project. Sandra Freeman stated that is essentially a cash flow issue and would be an additional \$300,000 in this and the next fiscal years from fund balance. Reckhow said she would like to see the impact this will have on the fund balance. Strom commented that the Operations & Finance Committee has looked at cash flow, but agreed that a budget amendment would be appropriate. Freeman said that TTA will end FY07 with approximately \$14 million in General Fund balance plus and additional \$5 million in investments.

Reckhow then asked in the future that all contractor bids be submitted.

Northcutt then provided the following information on bids received:

Bordeaux Construction Co., Inc. \$2.6 million
Harrod & Associates Constructors, Inc. \$2.6+
Sparrow Construction Company, Inc. \$2.87 million

Merritt asked for a projection of how long the renovated facility would meet TTA's future demand. Northcutt said that he has been told the original facility was undersized and this expansion adds no bus capacity to the facility. Merritt then asked if land is available for future expansions. Northcutt said no.

Bell asked that staff confirm the DBEs are aware of TTA's bonding requirements. He also asked the amounts of the DBE contracts. Sheela Prabhu responded, Phoenix Solutions \$184,000 (7.3%); Rankin Grading \$158,000; and Jones Development \$40,600.

Action: On motion by Franklin and second by Strom the Board adopted *Resolution 2006 0021 Resolution of the Triangle Transit Authority Board of Trustees Authorizing TTA to Move Forward with the Bus Operations and Maintenance Facility Project and Award a Construction Contract for Expansion and Renovation to Bar Construction Co. Inc.* The motion was carried unanimously.

D. New Business

Anne Franklin proposed a tour for new Board members of the bus facility, transfer facility and rail corridor. Worthy asked that the Clerk to the Board follow up on this.

Franklin then reminded Board members of the October 19 Women's Transportation Seminar forum in Raleigh and encouraged their attendance.

IX. Closed Session(s)


A. Interim General Manager Search

Pursuant to NCGS §143-318.11 (a) (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 Bell and second by Reckhow the Board adjourned into closed session at 2:42 p.m. The motion was carried unanimously.

X. Adjournment

Action: The meeting was adjourned at 4:40 p.m. The motion was carried unanimously.



M. Carter Worthy, Chair

Attest:



Michelle C. Dawson, CMC
Clerk to the TTA Board