

**Durham Orange Joint Staff Working Group
May 16, 2018 Meeting Minutes**

May 16, 2018

May 18th by phone - 919-485-7539

May 22nd by phone - 919-485-7539

Roll Call:

GoTriangle: John Tallmadge, Chair

DCHC MPO: Aaron Cain, Vice Chair, Meg Scully (Alternate)

Orange County: Travis Myren , Theo Letman (Alternate)

Durham County: Linda Thomas-Wallace/Drew Cummings, Evan Tennenbaum (Alternate)

SWG Admin: Mo Devlin, recorded minutes

Non-Voting Members listed on last page.

Item 2 Approval of Meeting Minutes

- a. March – motion by Aaron Cain, 2nd by Theo Letman, and the motion was approved unanimously.
- b. April – tabled.

Item 3a. FY19 Draft Work Plan

The Draft Work Plan was discussed and the funding needs of the DOLRT project was identified as a problem. GoTriangle agreed to update a summary of the project, or the "DOLRT one-pager" by end of day Thurs. Aaron motioned to recommend the Work Plan be released for public comment.

3b. Financials

Jennifer Keep of GoTriangle presented quarterly reporting through March 31, 2018, and reminded the group that quarterly reimbursements for 4th Quarter are due by August 10, 2018

3c. FY 2019 Budget

John Tallmadge informed that May 23 is 1st reading of the GoTriangle budget with Draft Work Plan. Sandra Freeman and Harmon Crutchfield

3d. Policies to be Developed

John Tallmadge presented a summary memo of the polices and procedures to be worked on by SWG. The SWG divided up along 2 general areas.

Policy

Aaron
Matthew/Geoff
Harmon
Nick/Kayla
Theo
Linda

Finance

Harmon
Mindy
Praveen
Rick
Meg

2. New Business

GoTriangle Budget Amendment - GoTriangle is asking to make a budget amendment in FY 2019, to bring forward carry forward balances into the budget and pay CH Transit's FY 2018 invoices. The Orange SWG is expressing support to increase FY 2018 Budget to pay for FY 2018 Transit Services. Travis motioned to support the budget amendment, and Aaron seconded.

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3. Recess at 11:25

Reconvene on May 18, 2018 at 12 noon (by phone)

Voting Members – John Tallmadge, Linda Thomas-Wallace, Aaron Cain, Travis Myren

Alternates - Evan Tenenbaum, Theo Letman

Other attendees - Sandra Freeman, Katherine Eggleston, Mo Devlin

The group discussed the DOLRT project's presentation in the Work Plan, including the language and the funding table. The group asked that GoTriangle identify the source of the \$8.5 million deficit in FY 2019, identify the County amounts and make a commitment to repay. Linda asked for more information to be incorporated into the DOLRT 1-pager and after review, the County could make an informed decision about the Work Plan.

Reconvened at 5:00 pm (by phone) on May 22, 2018

Voting Members – John Tallmadge, Drew Cummings for Linda Thomas-Wallace, Aaron Cain, Travis Myren

Other attendees - Sandra Freeman

The group agreed to the new format for representing DOLRT FY 2019 expenses and carryover need. Aaron motioned that the Draft Work Plan be released for public comment, and John seconded. The Durham and Orange SWG unanimously agreed to release the Draft Work Plan for public comment.

4. Adjournment around 6pm.