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GENE AYCOCK  
CHAIRMAN

*Goldsboro-Wayne Transportation Authority  
Governing Board Meeting Minutes  
May 28, 2015*

The Board of Directors of Goldsboro-Wayne Transportation Authority met in regular session at 1:00 p.m. on Thursday, May 28, 2015, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

**Members in attendance:** Gene Aycock, Chairman, Joe Gurley, Vice-Chairman, Brent Heath, Secretary/Treasurer, Don Chatman, Joe Daughtery, William Goodman, and Jerry Grimes.

**Others in attendance:** Fred Fontana, LaShonda Oliver, George Wood, Scott Stevens, Borden Parker, and Ethan Smith.

Upon motion of Joe Daughtery and seconded by Don Chatman, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of the regular meeting of April 30, 2015.

**Proposed Routes**

At 1:02 p.m., a Public Hearing was held to consider changes to the Goldsboro-Wayne Transportation fixed route bus service.

No public comments were received.

Fred Fontana reviewed the map with the proposed fixed routes. The new routes will go into effect after the new transfer center is opened. The beginning and end points to all the routes have been changed. The routes will be colored coded on the maps and will replace the current names of the routes. There were additional stops added to some routes. Fontana stated that these routes are not final and will review additional stops that may provide better service to riders.

Several Board members suggested serving the apartment complex and shopping areas on Berkeley Blvd. east of Central Heights Rd. Fontana will investigate and report at next Board meeting.

The Public Hearing was closed at 1:15 p.m.

### **Rebranding Presentation**

Fontana gave an update on the rebranding project. The Facebook page is now available. He encouraged the Board to visit and like the page. The website will be available on May 29, 2015. Once the ride guide is finalized, there will be 2,500 English and 500 Spanish copies printed. Fontana presented the new logo printed on several promotional items which were given to attendees at the air show. Additionally, the schedule brochure holders were shown and they will be placed at several locations in the community.

Fontana stated that he has received quotes on the bus stop signs and will be using the existing plates for the new signs. The City will be installing the new signs.

### **Recommendation of Rural General Public Fare Change**

Fred asked the Board to consider reducing the rural general public rate from \$8.00 to \$5.00 for one way trips. The rural general public is for riders that live outside the city limits. He has reviewed the rates of other Counties in North Carolina and \$5.00 is the average rate. Fontana stated that the system will not lose any revenue because the less expensive ride will generate more ridership.

Upon motion of Joe Daughtery and seconded by William Goodman, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously recommended that the Rural General Public Fare is reduced from \$8.00 to \$5.00 pending approval by the County Commissioners.

### **Transportation Advisory Board Appointments**

Fontana stated that there are sixteen members needed on the Transportation Advisory Board (TAB). The list that is being presented to the Board contains current members, proposed members, and two alternates that are being recommended to be appointed to the TAB. Some of the members on the list are from NCDOT mandated representation such as, Services on Ageing, Department of Social Services, ethnic diversity, and businesses.

Upon motion of Joe Daughtery and seconded by Brent Heath, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to appoint the sixteen individuals that are named on the TAB sheet as the members of the GWTA Transportation Advisory Board members with the two alternates of Charles Ivey and Tommy Burns and in the event that any of the appointees have two unexcused absences in a year then the alternatives would be the replacement of that individual so long as the mandated members are appointed.

### **Director's Report**

#### ***Financials***

Expenses for both the rural and urban program through April are being finalized and will be presented at the June board meeting. Any budget deficits will require a budget amendment.

An additional \$20,971 from the NCDOT SMAP program has been received. This money represents funds that were withheld from GWTA because of a misinterpretation by NCDOT of funds spent in FY2013.

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The budgets for FY2015-2016 are being prepared in conjunction with guidelines provided by the City of Goldsboro and Wayne County. Fontana stated that he is recommending approval to change the current

Work Comp insurance carrier from the NC County Commissioners Association Pool to BB&T Insurance Services. Their quote of \$77,869 is about \$5,500 less than the Commissioner's Association. Fontana explained that he wanted to get on the Wayne County's Workman Comp insurance; however, he was told that GWTA employees were not eligible.

George Wood explained the County is self insured and was trying to add GWTA. Because they were not County employees, they could not be in the pool. Wood recommended that Fontana look at being self insured. Fontana explained that the exposure and risk is higher with drivers than office staff, but, he will research self insured insurance.

Upon motion of Joe Daughtery and seconded by Brent Heath, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the purchase of the Worker Comp insurance from BB&T Insurance Services.

The FTA grant for next fiscal year will be redone due to the uncertainty of federal funding for FY15. There was ten months of the federal funding that was appropriated. Congress must either enact a continuing resolution or approve a new reauthorization bill for funding to continue past May 31. Available funds have been estimated from prior fiscal years to rollover into the new grant application. Funding totals should be about the same, but the source of the federal funds may change.

***Outreach***

Fontana attended Wings Over Wayne air show on May 17, 2015, and distributed promotional materials and discussed GWTA changes. Staff assisted at the Senior Games on May 5, 2015, and May 8, 2015. Fontana participated in the Mayor's Committee on Disabilities walk on May 6, 2015.

***Training***

Human Resource Manager received crisis management training on April 29, 2015. Fontana received additional procurement training on May 19, 2015. There was not any driver training this month but it will resume in June.

***Transfer Center Update***

Progress continues to be made on the transfer center construction. The anticipated completion date has been moved up to late July. Julie Metz is coordinating with the City and FTA the grand opening ceremony for the facility on September 19, 2015. Fontana stated that he would like the administrative staff to move to the new facility immediately and make sure that the phones and computers are working properly. After a few weeks, the buses will be moved to the new facility. He needs to make a determination whether to start operating vehicles out of facility prior to September 19, 2015.

***Cash Management***

Several years ago it was recommended that GWTA enter a cash management plan with BB&T which prevented stolen checks being used. However, a \$25.00 fee occurs each time a set of checks is written. That

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happens about twice each month. Additional safeguards are in place to ensure that checks are not stolen and are unable to be used. This service costs GWTA about \$600 annually. The GWTA Board had authorized participation in the cash management program. Therefore, Fontana is requesting GWTA Board approval to withdraw from the program. The Board authorized Fontana to cancel the cash management services.

***Library program***

Fontana stated that he is preparing an incentive program to encourage school age children to read this summer. This program will be similar to the one operated successfully in Greensboro. Children will be provided a bus ticket that must be used to go to the library. The librarian will confirm that books have been read and provide the student with a return bus ticket. The program will start on June 15, 2015, and continue for eight weeks.

During that time, students will be encouraged to write essays about a topic to be determined. Winners in two age categories will be given a \$25 gift card. Second and third place winners will receive gift cards in smaller amount. The winners will be presented their prizes at a future GWTA Board meeting. Essays will be judged by an English teacher from Goldsboro High School.

**Other Business**

Upon motion of Joe Gurley and seconded by Joe Daughtery, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to have a public hearing on the FY2015-2016 Rural and Urban Budgets on June 18, 2015.

Meeting adjourned at 1:55 p.m.

Submitted by: LaShonda Oliver