



DON WILLIS
DIRECTOR

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FREEMAN HARDISON, JR.
CHAIRMAN

***Goldsboro-Wayne Transportation Authority
Governing Board Meeting Minutes
June 20, 2019***

The Board of Directors of Goldsboro-Wayne Transportation Authority met in regular session at 10:00 a.m. on Thursday, June 20, 2019, at the City of Goldsboro Anteroom, 214 N. Center Street, Goldsboro, North Carolina.

Members in attendance: Freeman Hardison, Jr., Chairman, Shycole Simpson-Carter, Vice Chairman, John Bell, and Berry Gray.

Absence: Bob Waller, Secretary/Treasurer, Brent Heath, and Mark Stevens.

Others in attendance: Don Willis, Borden Parker, and LaShonda Oliver,

Approval of Minutes

Upon motion of John Bell and seconded by, Shycole Simpson-Carter, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the minutes of the regular meeting of May 30, 2019.

FY 2019-20 FTA Grant Public Hearing

At 10:01 a.m., a public hearing was held on the FY2019-2020 Federal Transit Administration (FTA) Section 5307 Operating and Capital Assistance application.

Don Willis gave an overview of the FTA grant application. The FTA application includes the operating assistance which is 50% federal and 50% local match. In addition, the ADA and preventative maintenance which are 80% federal and 20% local. The grant budget for the fiscal year is \$1,152,814. The federal total is \$670,250 and local match total is \$482,564. The local match is from the City of Goldsboro and SMAP. Willis notes that a split letter for the FTA funding levels is still pending from NCDOT. Willis invited public comments.

No public comments were received.

The public hearing was closed at 10:05.

Upon motion of Shycole Simpson-Carter and seconded by John Bell, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to submit the FY 2019-2020 Federal Transit Administration (FTA) Section 5307 grant application.

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FY 2019-20 GWTA Budget Public Hearing

At 10:06 a.m., a public hearing was held to consider the FY 2019-2020 Rural and Urban Budget Ordinances.

Willis gave an overview of the rural and urban budget proposals. The 457B plan will continue through the fiscal year. The plan provides a 2% funding into a retirement plan or up to 3% funding if employees contribute to the plan. The cost is approximately \$27,000. GWTA wants to be consistent with the City of Goldsboro and Wayne County and provide a 2% pay increase with the cost being \$25,000 in the budget. Willis stated that there is an expected reduction in the Mt. Olive Connector and Circulator service. However, there is a match of approximately \$30,000. The fuel cost is expected to increase.

The overall expense in the urban budget has increased 1.7%. This is due to the increase in maintenance cost as the fleets are aging. In addition, the Dial-A-Ride (DAR) program has increased as there is more demand for the service. The SMAP is expected to decrease; however, the City Budget was approved to cover the cost of that match.

The rural budget has decreased .5% for the coming fiscal year. This is due to expected decrease in demand for Medicaid trips. By comparison, the overall rural budget had increased 15% in the current year due to the Mt. Olive Connector and Circulator services. The Wayne County match has not changed from prior year. The Down East Express will continue as the partnership with Carteret County to provide the out-of-County trips. There will be four replacement vehicles that will cost approximately \$264,000. NCDOT will fund \$237,000 and the local match is \$26,400. Willis invited public comment.

No public comments were received.

The public hearing was closed at 10:11.

Upon motion of John Bell and seconded by Berry Gray, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to accept the FY 2019-2020 Rural Administrative, Operating and Capital Budget Ordinance.

Upon motion of Berry Gray and seconded by Shycole Simpson-Carter, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved the FY 2019-2020 Urban Operating and Capital to accept the FY2019-20 Urban Administrative, Operating and Capital Budget Ordinance.

Director's Report

Financial

The rural program is showing a gain of \$14,547.88 in May and a gain of \$133,456.29 fiscal year to date. The urban program is showing a gain of \$190.54 in May and a gain of \$175.92 fiscal year to date.

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As mentioned previously, the urban funds will remain about balanced throughout most of the year due to the grant reimbursement process.

Full FTA federal fiscal year 2019 apportionment was released. However, NCDOT has not yet published a “split letter” notifying FTA how the funds should be split among the urban areas with populations between 50,000 and 200,000. This delay could cause the need to amend our FY2019-20 budget.

Marketing and Public Relations RFP

The RFP was released on May 20, 2019. An addendum responding to questions provided by May 28, 2019 was then posted on May 31, 2019. The RFP was due on June 10, 2019, and the review panel met on June 12, 2019 to review responses. Due to a technical glitch with the city website, it was determined to reject the proposals and advertise the RFP again. The RFP was posted again on June 14, 2019 and will close on June 21, 2019. The review panel will meet again on June 24, 2019 and make recommendation to the Board of Directors. Unfortunately, the contract will not be executed on July 1, 2019 in order to continue services. The City Finance Director asked if the GWTA Board could recess on the approval of the RFP recommendation.

Upon motion of John Bell and seconded by, Shycole Simpson-Carter, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to recess the meeting of June 20, 2019 and reconvene on June 27, 2019, at 10:00 a.m.

Upcoming Grant Opportunities

NCDOT has restructured the Rural Operating Assistance Program (ROAP) allowing for more flexibility in the use of funds among the three eligible purposes. NCDOT has also released a call for projects for Rural State Operating (RSO) funds and the application will be due on July 26, 2019. The Mount Olive service would be funded through these funds with a 50% matching requirement. Willis stated that the town of Mt. Olive has agreed to help fund the match. GWTA has proposed for the service to be eight hours per day for five days per week.

Upon motion of Berry Gray and seconded by John Bell, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to set a Public Hearing on July 25, 2019, and apply for the FY 2019-2020 Rural State Operating grant application.

Outreach and Activities

GWTA participated with Emergency Management in a joint preparedness meeting on June 4, 2019. Willis met with representatives from Mount Olive to discuss continued circulator services on June 5, 2019. Willis participated in discussions about the proposed repurposing of Union Station on June 11, 2019. Willis attended two days of FTA Triennial Review Training on June 17-18, 2019.

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Training

All employees will receive customer service refresher training on June 27, 2019.

Other Business

Willis reviewed the Board of Director's meeting schedule for FY 2019-2020. The meetings will continue to be held on the last Thursday of the month. However, the meeting in June needs to be changed due to the annual budget approvals, as well as, the meeting dates in November and December due to the Holidays. The Board discussed the changes in the meeting schedule. The June meeting will be held on June 18, 2019 and the November and December meeting will be combined and held on December 12, 2019.

Upon motion of Shycole Simpson-Carter and seconded by John Bell, the Board of Directors of Goldsboro-Wayne Transportation Authority unanimously approved to adopt the GWTA Board of Director's meeting schedule for FY 2019-2020.

Meeting recessed until Thursday, June 27, 2019, at 10:00 a.m. at the City Hall Anteroom, 214 N. Center Street, Goldsboro, NC.