
Wednesday, February 28, 2024

12:00 p.m.

GoTriangle Board Room

Board members present | Mary-Ann Baldwin, Corey Branch, Susan Evans, Patrick Hannah [arr. 12:09 p.m.], Brenda Howerton, Vivian Jones, Michael Parker, Sally Greene [arr. 12:12 p.m.], Leo Williams [arr. 12:09 p.m.]

Board members attending remotely | Valerie Jordan [arr. 12:02 p.m., left 12:20 p.m.]

Board members absent | Michael Fox, Jennifer Robinson [excused]

Chair Brenda Howerton officially called the meeting to order at 12:01 p.m. A quorum was present.

I. Adoption of Agenda

Action: On motion by Branch and second by Baldwin the agenda was adopted. Upon vote the motion was carried unanimously.

II. Public Comment

No comments.

III. Consent Agenda

Action: A motion was made by Parker and seconded by Branch to approve the consent agenda. Upon vote the motion was carried unanimously.

The following consent agenda items were approved:

- January 24, 2024 | Regular Session Minutes.
- Approved the unsealing of the following closed session minutes:
 - January 27, 2021 | Board of Trustees
 - March 24, 2021 | Board of Trustees
 - October 27, 2021 | Board of Trustees
 - December 15, 2021 | Board of Trustees
 - March 23, 2022 | Board of Trustees
 - February 22, 2023 | Board of Trustees Session A
 - March 22, 2023 | Board of Trustees
 - April 19, 2023 | Board of Trustees
 - June 28, 2023 | Board of Trustees Session A
 - June 28, 2023 | Board of Trustees Session B
 - August 23, 2023 | Board of Trustees
 - September 27, 2023 | Board of Trustees Session A
 - October 5, 2023 | Operations & Finance Committee Session A
 - October 5, 2023 | Operations & Finance Committee Session B
 - October 5, 2023 | Operations & Finance Committee Session C

- Approved the three county Transit Plan amendments* for Q3 and adopted the budget ordinance amendments #2024 0002 – 2024 0006*.
- Awarded a contract to Enterprise Leasing Company - Southeast, LLC from February 2024 through FY27 for a maximum of \$1,800,000, authorized the President/CEO to execute a contract consistent with those terms and increased the monthly subsidy not to exceed 30% of the cost to commuters, for a maximum of \$600 per vanpool.
- Authorized staff to conduct early outreach and acquire the property interest needed for GoTriangle bus stop improvements in Wake County at new and existing stop locations attached*.
- Authorized staff to conduct early outreach and acquire the property interest needed for GoTriangle bus stop improvements in Durham County, on behalf of the City of Durham, at existing stop locations attached*.

*These documents are attached and hereby made a part of these minutes.

IV. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Audit & Finance Committee Report

Susan Evans reported that officers were elected: Susan Evans, chair, and Patrick Hannah, vice chair. Staff reported on the county transit plan Q3 amendments, which were approved on the consent agenda. Staff has been asked to share the presentation on the low income fare program for when fares return to the full board today. Evans recognized Michelle Peele for that presentation.

1. Return to Fares

Michelle Peele and Steve Schlossberg's presentation is attached and hereby made a part of these minutes.

Peele stated that last year the board instructed staff to begin preparations and coordination for returning to fares for FY2025. In 2019, the GoTriangle board approved the new fare policy, eliminating the express route fares and consolidate and simplify the pricing structure into one category of regional fares. The single ride fare was increased from \$2.25 to \$2.50 and other pass options were adjusted to reflect the single ride fare. Fare capping will be applied to all passes, allowing passengers to have access to the best fare based on their transit behavior.

Prior to the pandemic, GoTriangle began planning for the implementation of mobile ticketing, which would allow riders to obtain and use fare passes through a cell phone. Work also had begun on expansion of the GoPass program. Upon return to fares, a low income GoPass will be offered, providing a 100% subsidy of fares for those that meet program requirements.

Steve Schlossberg shared that direct fares and GoPasses are projected to generate revenues of approximately \$1.6 million in FY2025, with anticipated growth of about 60% by FY2030 to \$2.6 million.

Parker asked what impacts to ridership are assumed when fares are reinstated. Eggleston responded the assumption is a 20-30% decrease in ridership for cash fares, but mitigations are in place to allow for a grace or transitional period when courtesy rides will be offered. She added that there will be significant outreach prior to July 1 and beyond to market the mobile ticketing and GoPass programs, including adding more organizations to the GoPass program. Eggleston added that staff will be tracking ridership decreases during the transition and looking for ways to offset those decreases. Staff added that a plan is in place to communicate with the public once a decision to return to fares is made.

Action: A motion was made by Evans and seconded by Parker to approve returning to fares and implementing expanded GoPass opportunities, to ensure affordability and accessibility as fares are reinstated in FY2025. Upon vote by roll call, the motion was carried unanimously.

C. Operations Committee Report

Michael Parker reported that the only item from the committee was the renewal of the vanpool contract, which was approved on the consent agenda.

D. Planning Committee Report

No report.

E. New Business

1. Contract for Bus Stop Construction

Bong Vang stated that GoTriangle receives funding from the Durham Transit Plan to design and construct bus stops throughout Durham County. GoTriangle has committed to deliver at least 40 bus stops this fiscal year, with a goal of 50. This contract is for 11 bus stops to be delivered by June 28. The prime contractor, Whitley Contracting, is a woman-owned business with a minority owned business as subcontractor.

Action: A motion was made by Parker and seconded by Greene to authorize the President/CEO to award and execute a contract with Whitley Contracting for construction, installation of amenities and other improvements at 11 Durham bus stop locations in the amount of \$600,701.20, with an additional 10% project contingency for a total contract budget of \$660,771.32. Upon vote by roll call, the motion was carried unanimously.

V. Other Business

A. President and CEO's Report

A list of contracts approved by the president and CEO is attached and hereby made a part of these minutes. Lattuca reported on various meetings attended throughout the month.

1. Operations Update

The monthly report and presentation are attached and hereby made a part of these minutes.

Vinson Hines shared the following statistics from January:

- Average weekday ridership: 5,692 up 10% from 2023; down 10% from 2019.
- Average Saturday ridership: 3,321 up 41% from 2023; up 96% from 2019.
- Average Sunday ridership: 1,731 up 13% from 2023; up 75% from 2019.
- Average weekday boardings - paratransit: 152 up 26% from 2023; down 3% from 2019.
- Average Saturday boardings - paratransit: 51 up 96% from 2023; up 31% from 2019.
- Average Sunday boardings - paratransit: 34 up 55% from 2023; up 89% from 2019.
- Operators: 71 fulltime, 16 part-time, 7 new hires.
- Police responded to 3 incidents in January and EMS, 2.

Recruitment and retention efforts include:

- Bi-weekly training schedule beginning in March
- Sign-on and referral bonuses
- Behind the Wheel training program using senior operators
- Run schedule revisions: 10 hour shifts, dedicated part-time runs, route de-interlining and shorter split break hours

Hines stated that GoTriangle will participate in the 2024 Regional Bus and Paratransit Roadeo hosted by GoRaleigh on March 3. The roadeo is a competition of driving skills for operators. Winners will compete in the state bus roadeo. March 18 is National Transit Employee Appreciation Day.

2. Communications Update

Eric Curry shared photos from the New Year, New Socks delivery to the Durham Rescue Mission and The Women's Center in Raleigh. He shared that on Valentine's Day staff were given the opportunity for updated headshots and to meet with members of the executive team

3. Strategic Plan Update

Meg Scully, Director of Planning and Engagement and project manager for the strategic plan update, stated that the board would receive a monthly update of the effort. She introduced, David Johnson from TransPro Consulting, who provided an update. His presentation is attached and hereby made a part of these minutes.

Johnson stated that discovery interviews with the executive team were completed and a workshop was held with the group. Interviews with board members will be scheduled for March along with the identification of key stakeholders to interview. GoTriangle staff in administration and operations will provide input into GoTriangle's mission, vision and values.

Hannah commented that he hopes the plan will include clarity around the organization's values. Baldwin suggested that board members read the updated edition of Jarrett Walker's book, *Human Transit*. She added that having him come speak to the board would be beneficial.

4. Capital Projects Status Report

Katharine Eggleston introduced Gary Tober for the annual real estate update. His presentation is attached and hereby made a part of these minutes.

GoTriangle property

- 26 parcels in Durham County
- 3 parcels in Orange County
- 11 parcels in Wake County
- 6.89 miles of railroad right-of-way in Wake County

Recently acquired property in Hillsborough will be developed into a park-and-ride lot. GoTriangle also owns the property where RUS Bus is being built. The federal interest has been bought out on some properties acquired for previous rail projects; however, FTA has instructed GoTriangle to reimburse the federal interest on all remaining properties. GoTriangle is working with NCDOT on a plan for reimbursement of the former CSX right-of-way for their S-line project. GoTriangle also owns its administrative building on Emperor Boulevard in Durham and the Bus Operations and Maintenance Facility on Nelson Road in Wake County. The Regional Transit Center behind the administrative building is leased along with some parking spaces.

Hannah asked for the value of all GoTriangle's real estate assets.

B. General Counsel's Report

Byron Smith reported that the legal team attended the APTA Legal Affairs Conference in New Orleans. He said a key takeaway was that there are now only two bus manufacturers in the United States. The White House and bus manufacturers are working together to try to lower costs by developing standardized bus specifications. This would speed up manufacturing times as well. Smith added that he was a panelist on the subject of growing pains for smaller agencies striving to expand.

C. Chair's Report

No report.

D. Board Member Reports

1. CAMPO Executive Board Representative

Patrick Hannah reported that the agenda included several reports, including: US 401 corridor study, TIP program, draft 2055 MTP goals, CAMPO memorandum of understanding and FY2024 operating budget. He mentioned convening of a

conference committee related to the Transit Governance ILA between GoTriangle, CAMPO and Wake County

2. Regional Transportation Alliance (RTA) Representative

No report.

3. DCHC MPO Board Representative

Michael Parker reported that the biannual call for projects, funded by various federal funds, was discussed. One of the projects, GoTriangle's new mobility hub, was sent back to the Technical Committee due to concerns about scoring and other technical factors. A vote on allocation of funds will be taken in March. Updates on the Durham and Orange Transit Plan FY2025 draft work plans were presented.

VI. Closed Sessions

Action: A motion was made by Jones and seconded by Williams to enter into closed session at 1:50 p.m. pursuant to the General Statutes and purposes listed below. Upon vote the motion was carried unanimously.

A. Disposition of Real Property

NCGS §143-318.11.(a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney client privilege between the attorney and the public body, which privilege is hereby acknowledged and 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 (i) the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

B. Personnel Matter

NCGS §143-318.11.(a) (3) to consult with an attorney employed or retained by the public body in order to preserve the attorney client privilege between the attorney and the public body, which privilege is hereby acknowledged and NCGS §143-318.11.(a) (6) to consider the performance of an employee or to hear or investigate a complaint, charge, or grievance by or against an individual employee.

Action: The board returned to open session at 3:19 p.m.

Action: A motion was made by Branch and seconded by Hannah to authorize the board chair to appoint board member representatives to a conference committee for dispute resolution under the Wake Transit Interlocal agreement. Upon vote the motion was carried unanimously.

VII. Adjournment

Action: Chair Howerton adjourned the meeting at 3:22 p.m.

Prepared by:



Michelle C. Dawson, CMC
Clerk to the Board