

GoTriangle Board of Trustees
Meeting Minutes
May 27, 2020
Held Remotely via WebEx

Board Members Present Remotely:

Will Allen III	Valerie Jordan
Corey Branch	Mark Marcoplos
Sig Hutchinson (left 1:45 pm)	Michael Parker, Chair
Wendy Jacobs	Ellen Reckhow
Vivian Jones	Jennifer Robinson

Board Members Absent:

Michael Fox (excused)	Nina Szlosberg-Landis (excused)
Steve Schewel (excused)	

Chair Michael Parker officially called the meeting to order at 12:03 p.m.

I. Adoption of Agenda

Action: On motion by Allen and second by Hutchinson the agenda was adopted. Upon roll call, the motion was carried unanimously.

II. Public Hearing

Action: Chair Parker opened the public hearing on the FY21 proposed budget at 12:07 p.m. There being no comments, the hearing was closed.

III. Public Comment

No comments.

IV. Consent Agenda

Action: On motion by Reckhow and second by Hutchinson the consent agenda was approved. Upon roll call, the motion was carried unanimously.

The following consent agenda items were approved:

- April 22, 2020 – Regular Session Minutes;
- April 22, 2020 – Closed Session Minutes; and
- May 1, 2020 – Special Session Minutes.

V. Presentations

A. FY21 Proposed Budget Update and 1st Reading

Sandra Freeman presented changes to the proposed FY21 budget since the last meeting. This information is attached and hereby made a part of these minutes.

Hutchinson stated that merit for executive staff is only \$33,000 and suggested that the Board consider reinstating it. The Board discussed what jurisdictions in the region are proposing merit this year, the conditions around it and those who will not be offering merit. After further discussion, including the possibility of delaying merit for one quarter, it was the consensus of the Board to allow merit for executive staff in the proposed FY21 budget.

Reckhow noted that she still has questions about how the funding of the Enterprise Resource Program (ERP) is split. Lattuca suggested that GoTriangle staff meet with Durham staff to discuss this. Parker asked for a report back to the Board. Lattuca stated that Wake and Orange staff also would be invited.

VI. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Contract Amendment with STV Engineers – Update of Alternatives Analysis & Further Study for GTCR

C. ILA with TJCOG for Land Use and Economic Development Analysis for GTCR

Katharine Eggleston's combined presentation is attached and hereby made a part of these minutes.

Reckhow asked if the study would include recommendations for proposed grade separations. Eggleston responded that this phase of study will develop the project concept, including roadway network interfaces - where at-grade crossings exist today and locations where we think at-grade crossings will not work in the future. There will be a screening of the whole corridor to identify locations that need to be looked at in more detail, particularly downtown Durham and Cary. GoTriangle will work with municipal partners and NCDOT to identify areas where a change would be a sensitive issue so it can be examined early during the next phase.

Jacobs asked if the assessment of environmental benefits would be a part of this contract. Eggleston responded that environmental benefits is one of the FTA's criteria and is calculated in-house.

Parker asked if racial and economic equity are considered in project evaluation. Eggleston replied that overall impacts and benefits will be stratified geographically and by socioeconomic and racial characteristics.

Action: On motion by Allen and second by Robinson the Board authorized the president and CEO to execute a 1) contract amendment to the Update of Alternatives Analysis & Further Study for Greater Triangle Commuter Rail with STV Engineers, Inc. to increase the funding authorization by an amount not to exceed

\$6,750,000 and 2) Interlocal Agreement with Triangle J Council of Government (TJCOG) for land use and economic development analysis for the Greater Triangle Commuter Rail in an amount not to exceed \$170,000. Upon roll call, the motion was carried unanimously. The Scope of Services – Additional Phase II Tasks with STV and Exhibit A - Scope of Services with TJCOG are attached and hereby made a part of these minutes.

Jacobs asked about public engagement for the project, especially related to COVID-19. Eggleston stated that staff currently is working on an engagement plan and planning for three public engagement periods: late summer/early fall; midway through the study to share preliminary deliverables and toward the end with more mature deliverables in advance of a Board decision. She stated that the first public engagement period would serve to educate on what the project is and where it would be located as well as getting input for the upcoming phase, particularly with respect to project evaluation of benefits and non-monetary costs.

D. Contract Amendment with Ward and Smith Business Consulting, LLC

General Counsel Curran informed the Board that Jeff Bandini with Ward and Smith has helping with the RUS Bus project and requested an extension of his contract through the end of year for an additional \$100,000.

Branch asked what his work involves. Curran responded that he did the joint development application to FTA and has helped coordinate all the different pieces, including negotiations with the developer.

Lattuca noted that there is a time constraint to complete negotiations in order to begin accessing the Federal grant.

Action: On motion by Allen and second by Reckhow the Board authorized a contract amendment with Ward and Smith Business Consulting, LLC to increase the budget up to an additional \$100,000 and extend it to December 31, 2020. Upon roll call, the motion was carried unanimously.

E. Wake Transit Q4 Amendment

Steven Schlossberg's presentation is attached and hereby made a part of these minutes.

Action: On motion by Reckhow and second by Hutchinson the Board adopted *Ordinance 2020 0011 GoTriangle Fiscal Year 2020 Triangle Tax District – Wake Capital Fund Budget Ordinance Amendment* and the Q4 amendment to reallocate funding of \$55,000 currently allocated to the Town of Cary in the FY20 Wake Transit Adopted Plan to the Town of Holly Springs to develop a park-and-ride lot in Holly

Springs. Upon roll call, the motion was carried unanimously. The budget amendment is attached and hereby made a part of these minutes.

VII. Other Business

A. FTA Real Property Update & Discussion

General Counsel Curran reminded the Board of a letter received from FTA last year stating that the Federal share in the properties acquired in 2003-2004 for the regional rail project with New Starts money must be repaid. The Board responded with a request for more time because the properties were part of the planned commuter rail project. FTA responded to that request that GoTriangle needs to move forward in repaying the Federal share and requested an immediate timeline. She added that all the properties are located along the Greater Triangle Commuter Rail project corridor.

Gary Tober's presentation is attached and hereby made a part of these minutes.

Hutchinson asked about the interest of NCDOT in the CSX S-line corridor. Curran stated that NCDOT is not in a financial position to buy out the Federal share.

Tober stated that if listed for sale, GoTriangle would not have to accept less than fair market value for the properties. He said there is the potential for partitioning the property where there are development opportunities.

Hutchinson left.

Tober explained GoTriangle's options:

- 1) Pay back the Federal interest, approximately \$4.3M, in order to secure the properties for commuter rail.
- 2) Sell the properties on the open market and return the Federal share. In the event the commuter rail project moves forward, GoTriangle would have to reacquire the properties, paying the fair market value at that time.

Jacobs stated that Durham County is funding architectural and design work on one of the parcels for staff parking during the construction of a parking deck. Tober stated that he is working with Nancy Mitchell and this temporary use would bridge the time between needing the property for construction of commuter rail transit. He said the plan would be to lease this property to the County.

Jacobs asked if GoTriangle had budgeted for repaying the Federal interest. Tober stated that \$2.3 million is in the proposed County plan to reimburse the Federal interest in the Durham properties.

Branch asked if the timeline for commuter rail would accommodate selling and repurchasing the properties. Eggleston stated that from the standpoint of commuter rail not only would the schedule be jeopardized but also the cost would go up significantly because anyone purchasing the property now likely would want to develop it.

Parker stated that it seems the Board consensus is to buy out the Federal interest in the properties needed for commuter rail in order to retain them, with the CSX property potentially listed for sale.

B. 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.

The Capital Projects status report is attached and hereby made a part of these minutes.

Lattuca highlighted the following items:

- Have met with a number of folks, with more scheduled over the coming weeks. Would like to have individual telephone conversations with Board members.
- Have been discussing Board governance, structure and recommendations from the APTA report, and will get this effort kicked off with a consultant. Will include a couple interested Board members.
- Visited the BOMF last week. The space is crowded and the footprint limits growth opportunities. Would like to talk to our regional partners about their needs for bus maintenance facilities.
- Meeting with NCRR on Friday about commuter rail.
- Will be working with Shelley and our consultant on the developer agreements for RUS Bus.

1. COVID-19 Update

Eric Bergstraesser reported on efforts and activities:

- No work assignments have been missed since COVID-19 began. He noted the dedication and commitment of GoTriangle's front line operators for the service they provide.
- GoTriangle has about seven months' supply of masks and gloves and ample hand sanitizer and disinfectant for buses.
- Employees and vendors are screened before entering the BOMF.
- Barrier installation on all paratransit vehicles has been completed.

- Have ordered the driver barriers for our fixed route buses from Gillig. That order is expected in 3-4 weeks. Staff is working on alternate plans until then.
- Ridership is still down about 80% from last year, with a slight uptick in boardings. Paratransit ridership is down about 50%. Weekly calls continue with our regional transit partners, with some returning or planning returns to full service. GoTriangle anticipates a late June date to return to full service. We are developing a marketing plan to encourage face coverings and the efforts GoTriangle is taking to clean buses. There will be a separate discussion about ending rear door boarding and resuming fare collection.

Jacobs asked how social distancing would be practiced and if there had been discussion about providing face coverings to passengers. Bergstraesser responded that GoTriangle would continue to follow CDC recommendations for six feet of distance between people, which reduces bus capacity to 12-15 riders depending on handicapped seats. Barriers, once installed, will keep the drivers at a safe distance. He added that there has been no decision about providing face coverings due to the issues around safe distribution of them.

Jacobs asked if there is guidance about ventilation or keeping windows open on the buses. Bergstraesser replied that filters are being changed more frequently, on a bi-weekly basis, following CDC recommendations.

Parker commented that riding a bus will never be as safe as riding solo in your own car. He suggested dispensers for mask distribution on buses.

Marcoplos agreed that GoTriangle should look into dispensers for masks.

Lattuca added that an executive group is beginning to plan for the reopening of offices, including who might continue to work from home, our current telework policies and what changes to the physical environment of the office might need to be made.

Parker encouraged GoTriangle to maximize teleworking and minimize the number of people who have to be in the office.

Lattuca agreed and stated that this is just beginning the preparations for reopening whenever that time is.

C. General Counsel's Report

No update.

D. Chair's Report

Chair Parker thanked staff, particularly bus operators, for the hard work and putting themselves and their families at risk during this time.

He stated that typically evaluations for Board reports are done in June, but now the president and CEO will have a six months review later this year and the General Counsel's new contract states she is not eligible for a merit increase until FY21. He said with today's changes to the proposed FY21 budget, the Clerk to the Board would be eligible for merit, so her evaluation will be done at the June meeting.

E. Board Member Reports

1. CAMPO Executive Board Representative

Will Allen III met last week and also approved the Q4 amendment for Wake Transit. TPAC has developed these criteria for funding projects in FY21: recurring operating projects from prior years; time sensitive projects, especially those involving grants; Community Funding Area Projects based on readiness; and an unbudgeted reserve queue that will be revisited in Q2. He added that adjustments will be made based on how much money is received during the year.

2. DCHC MPO Board Representative

No report

3. Regional Transportation Alliance (RTA) Representative

Will Allen III reported that over 100 people attended the Tri-MAP forum featuring Congressman David Price. Price listed his key regional transportation initiatives as: commuter rail, BRT (three locations in the region), the S-line right-of-way and the new RDU runway.

VIII. Closed Session – Litigation Settlement

Research Triangle Regional Public Transportation Authority v. Patterson's Mill, LLC

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.

Action: On motion by Allen and second by Reckhow the Board entered into closed session at 2:36 p.m. for the purpose and pursuant to the General Statute listed above. Upon roll call, the motion was carried unanimously.

The Board returned to open session at 2:55 p.m.

Action: On motion by Allen and second by Jacobs the Board voted to proceed with negotiations as outlined in the closed session. Upon roll call, the motion was carried unanimously.

IX. Adjournment

Action: Chair Parker adjourned the meeting at 2:55 p.m.

Prepared by:



Michelle C. Dawson, CMC
Clerk to the GoTriangle Board of Trustees