
Wednesday, November 17, 2021

12:00 p.m.

Virtual | Webex

Board members present | Will Allen III, Corey Branch [arr. 12:03, left 2:31 p.m.], Mike Fox [left 1:52 p.m.], Brenda Howerton, Sig Hutchinson, Valerie Jordan, Vivian Jones, Michael Parker, Renée Price [arr. 12:14 p.m.], Charlie Reece, Jennifer Robinson [left 12:59 p.m.], Stelfanie Williams [arr. 12:05 p.m.]

Chair Sig Hutchinson officially called the meeting to order at 12:00 p.m. A quorum was present.

I. Adoption of Agenda

Action: A motion was made by Allen and seconded by Howerton to adopt the agenda. Upon vote by roll call, the motion was carried unanimously.

II. Recognition

A. Employee Service Award

President/CEO Lattuca recognized Miguel Benitez for 10 years' service to GoTriangle.

III. Public Comment

No comments.

Branch and Williams arrived.

IV. Consent Agenda

Action: A motion was made by Jones and seconded by Howerton to adopt the consent agenda. Upon vote by roll call, the motion was carried unanimously.

The following consent agenda items were approved:

- September 29, 2021 | Special Session Minutes.
- September 29, 2021 | Closed Session Minutes.
- October 27, 2021 | Regular Session Minutes.
- October 27, 2021 | Closed Session Minutes.
- Budget ordinances 2021 0030 and 0031 and the FY2022 Q2 Durham Transit Work Plan amendments.
- Budget ordinances 2021 0032 and 0033 and the FY2022 Q2 Wake Transit Work Plan amendments.
- Continue serving the airport with the RDU shuttle, remove RDU airport stop from route 100 during the day and suspend route 105.
- 2022 vacation and sick leave policy recommendations.

The budget ordinances, list of work plan amendments for Durham and Wake counties and the vacation and sick leave policy changes are attached and hereby made a part of these minutes.

V. Presentations**A. FY2021 Audit Report**

Sandra Freeman introduced Scott Duda, Professional Services Industry Practice Leader/Assurance Partner with Cherry Bekaert. His presentation is attached and hereby made a part of these minutes.

The audit of the FY2021 financial statements produced an unmodified opinion with no internal control findings, no compliance findings and no recommended adjustments.

The uniform grant audit also resulted in an unmodified opinion with no significant deficiencies and no material weaknesses. The state single audit results of major state programs also yielded an unmodified opinion with no significant deficiencies, no material weaknesses and no material nor nonmaterial noncompliance.

Price arrived.

B. Transit Advisory Committee Recommendations

Jerome Brown, TAC Chair, presented recommendations from its Bus Rapid Transit Subcommittee which are attached and hereby made a part of these minutes.

Transit-Oriented Development in Bus Rapid Transit Corridors

- Encourage walkable, mixed use, dense, and connected BRT corridors
 - Land use policy
 - Multimodal transportation tie-in along BRT corridor
 - Reimagining urban design
- Address the concerns of BRT skeptics
 - Gentrification, displacement, predatory real estate development practices
 - Loss of green space

Board members thanked Brown for the report and suggested that the information be shared with the Triangle J Council of Government, other local governments in the region and the DCHC MPO.

VI. General Business Agenda**A. Items Removed from Consent Agenda**

None.

B. Operations & Finance Committee Report

Committee chair Jones reported that three action items were included on the consent agenda. The Committee also received information on a Covid-19 vaccination and testing policy for employees and a staff presentation on the Annual Comprehensive Financial Report.

C. Planning & Legislative Committee Report

Will Allen reported that the Committee met prior to the Board meeting and received a presentation on the Triangle Regional Model protocol by Leta Huntsinger, Director of Research at ITRE. The model is a partnership among NCDOT, CAMPO, DCHC MPO and GoTriangle. The Committee voted to recommend adoption of the updated TRM protocol.

D. RUS Bus Development

Katharine Eggleston's presentation is attached and hereby made a part of these minutes. Phase II of Raleigh Union Station, a multi-modal facility in downtown Raleigh, is a joint development project between GoTriangle and a private development partner for planned mixed-use high-rise with a ground floor transit facility.

The public project components are:

- Ground floor transit center
- Pedestrian bridge to train station
- Wayfinding and accessibility enhancements
- West Street improvements
- BRT infrastructure
- Traffic signal upgrades
- Low/no emission rolling stock

Project funding includes a \$20 million federal BUILD grant, state STIP funds of \$8,860,000, and local funds from Wake Transit and GoTriangle of \$9,057,000. The Joint Development Services Agreement was approved by the Board in October and two additional agreements are under negotiation. Demolition and construction are scheduled to start in the spring of 2022 with project completion slated for the summer of 2025.

Eggleston discussed the project risks and mitigation strategies.

Parker asked if the state funds are certain. Eggleston stated that those funds are committed in the STIP and not subject to reprioritization in the next round and staff has started a conversation with NCDOT about the timing of the availability of the funds. Initial feedback received was because the project is associated with a project that has a Federal grant it would be prioritized over other projects without federal grants.

Jeff Bandini then explained the private portion of the project, which consists of 500,000 square feet across two high-rise buildings, 350 apartment units including 10% affordable housing units, 200 hotel rooms, 18,000 square feet of retail and 550 parking spaces.

1. Predevelopment MOU Addendum

Action: A motion was made by Allen and seconded by Price to authorize the President/CEO to execute an addendum to the Predevelopment MOU with RB Infrastructure LLC, a special purpose entity owned and controlled by Hoffman & Associates, for an amount not to exceed \$400,000 to continue advancing

development of the RUS Bus Transit Facilities. Upon vote by roll call, the motion was carried unanimously.

2. Closed Session | RUS Bus Agreements

Action: A motion was made by Williams and seconded by Howerton to enter into Closed Session at 1:18 p.m. pursuant to 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. Upon vote by roll call, the motion was carried unanimously.

Action: The Board returned to open session at 1:48 p.m. Chair Hutchinson reported that the board received a briefing on contract negotiations for the RUS Bus project and no action was taken.

VII. Other Business

A. FY2021 Annual Bus Service Performance Report

Andrea Neri's presentation and the annual bus service performance report are attached and hereby made a part of these minutes.

Key findings:

- Ridership was low during FY 2021 due to COVID-19, but grew over the course of the year. FY2021 ridership was 1,171,238, down 30% from FY2020 and 44% from FY2019.
- Low operator staffing levels impacted GoTriangle's ability to operate full service and provide expansion service.
- Peak-only routes underperformed for the entire fiscal year – down 58% from FY2019, while off-peak ridership was constant.
- Route 300 (Raleigh-Cary) was the most productive route in the system. Route FRX (Raleigh-Fuquay-Varina) was the least productive route in the system

B. President and CEO's Report

A list of contracts approved by the President/CEO is attached and hereby made a part of these minutes.

- GoTriangle participated in an event at Raleigh Union Station with Representatives Ross and Price announcing the federal infrastructure bill that recently passed. The bill includes \$1.7 billion for transit, including a large amount for electric buses and electric bus infrastructure. The bill also includes money for freight and passenger rail that could help with the commuter rail project.
- A webinar on the commuter rail stations is scheduled for tomorrow night.
- GoTriangle has initiated an operator respect campaign.
- Staff is working on Covid-19 vaccination and testing protocols. It will include a \$400 per person incentive for getting vaccinated by the end of the year. Weekly testing for unvaccinated employees will be required effective January 4th.

1. Operations Update

Patrick Stephens' monthly report is attached and hereby made a part of these minutes. He shared that weekday ridership is currently around 5,000 passengers per day compared to 7,500 in FY2019. He added that weekend ridership has been 30% above pre-Covid ridership.

Wendy Mallon shared details about the operator respect campaign. The presentation is attached and hereby made a part of these minutes.

2. Capital Projects Status Report

The capital projects status report and presentation on major project updates by Katharine Eggleston is attached and hereby made a part of these minutes.

Eggleston reported that staff participated in a very positive meeting on the status of the railroad capacity modeling study. Additional information has been provided to Norfolk Southern since the meeting. The study is anticipated to be complete by February. A joint board work group meeting with NCRP is scheduled for November 30th.

Eggleston then reviewed top risks and mitigation activities related to the project:

- Railroad coordination | railroad capacity modeling study ongoing
- Local buy-in | regular meetings have been ongoing with all municipalities in the corridor and institutional partners; individual meetings are being scheduled in December to plan for public and elected official engagement
- Cost-sharing discussions | Wake and Durham counties are engaging financial consultants to evaluate model assumptions and support cost-sharing negotiations; working with staff and leadership in Johnston County to discuss their participation
- Feasibility in key areas | Durham and Cary engineering study final results are expected in December
- Federal funding eligibility | ridership model updates are ongoing to prepare for updated projections

Upcoming study activities:

- Project definition | on track to wrap up study activities related to project definition and publish final results in early 2022
- Project metrics | two reports have been received: affordable housing and travel markets analysis; the final two are economic development and land use analysis
- Public engagement | scheduled webinar on proposed commuter rail stations, plans are being made for public engagement in 2022 ahead of the decision making process

Liz Raskopf discussed the planned webinar, "An inside track on proposed commuter rail stations." She stated that 464 people are registered, with a cap of 500.

C. Office of the General Counsel Report

Interim General Counsel Tom Henry reported on the following items:

- Work continues with outside consultants to bring the RUS Bus negotiations to a conclusion.
- Legal staff is assisting with the development of the Orange and Durham Transit Plans and the related governance study.
- The state budget is nearing conclusion and reports indicate that SMAP funding will be restored.
- Legal has been working with talent services on the policy updates to sick and vacation leave and an upcoming Covid-19 vaccine and testing policy.
- Staff is preparing for Byron Smith to join GoTriangle by preparing a reference library of policies and procedures and other background.

Henry also thanked that Board for the opportunity and privilege to support the organization during this transition period.

D. Chair's Report

Committee assignments for 2022 were distributed and are attached and hereby made a part of these minutes.

E. Board Member Reports**1. CAMPO Executive Board Representative**

Will Allen III reported that the CAMPO Executive Board would be meeting later today.

2. Regional Transportation Alliance (RTA) Representative

Will Allen III reminded Board members of the upcoming trip to South Florida to see commuter rail. Jones stated that commuter rail was a key topic at the annual meeting.

3. DCHC MPO Board Representative

Michael Parker stated the major topic of the meeting was the ongoing work on the 2050 MTP, with a presentation on the vision plan.

4. Rail~Volution Conference Report

Will Allen III reported on the Rail~Volution conference. His written report was included in the October minutes.

Board members thanked Tom Henry for his work as interim General Counsel.

VIII. Adjournment

Action: Chair Hutchinson adjourned the meeting at 2:45 p.m.

Prepared by:



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