



**BOARD OF TRUSTEES
MEETING MINUTES**

4600 Emperor Boulevard
Suite 100
Durham, NC 27703

Wednesday, June 22, 2022

12:00 p.m.

Virtual | Webex

Board members present | Will Allen III, Michael Fox, Brenda Howerton, Sig Hutchinson, Valerie Jordan [left 1:06 p.m.], Vivian Jones, Elaine O'Neal [arr. 12:09 p.m.], Michael Parker, Renée Price, Jennifer Robinson [arr. 12:14 p.m.], Stelfanie Williams [arr. 12:09 p.m.]

Excused absences | Corey Branch

Chair Sig Hutchinson officially called the meeting to order at 12:04 p.m. A quorum was present.

I. Adoption of Agenda

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

II. Public Hearings

A. FY2023 Proposed Budget

Chair opened the public hearing at 12:06 p.m. There being no comments, the hearing was closed.

B. Route FRX Elimination

Chair opened the public hearing at 12:07 p.m. There being no comments, the hearing was closed.

III. Public Comment

No comments.

IV. Consent Agenda

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

The following consent agenda items were approved:

- May 25, 2022 | Regular Session Minutes.
- Authorization for the President/CEO to execute task order 3 of the master research agreement with ITRE to provide FY2023 management services for the Triangle Regional Model Service Bureau in an amount not to exceed \$225,000.
- FY2022 Q4 Durham Transit Work Plan and budget amendments 2022 0008 and 2022 0009.
- FY2022 Q4 Orange Transit Work Plan and budget amendments 2022 0010 and 2022 0011.

The budget ordinance amendments are attached and hereby made a part of these minutes.

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

None.

O'Neal arrived.

B. FY2022 Reauthorization of Previously Adopted Transit Funds

Jennifer Hayden's presentation is attached and hereby made a part of these minutes. She stated that these budget ordinances reauthorize the use of transit plan funds previously approved but not fully spent. The original budget ordinances specify these funds do not lapse at the end of the fiscal year; however, this action formally documents the available funds. There is no impact to the budget nor the transit plans because funds have been previously approved.

Requested reauthorizations for FY2022:

- Durham capital fund \$23,435,779
- Orange capital fund \$5,257,567
- Wake operating fund \$478,256
- Wake capital fund \$133,935,372

Action: A motion was made by Parker and seconded by Allen to adopt the FY2022 budget ordinances listed below. Upon vote by roll call, the motion was carried unanimously. The budget ordinance amendments are attached and hereby made a part of these minutes.

- 2022 0012 Triangle Tax District - Durham Capital Fund Reauthorization Ordinance
- 2022 0013 Triangle Tax District - Orange Capital Fund Reauthorization Ordinance
- 2022 0014 Triangle Tax District - Wake Operating Fund Reauthorization Ordinance
- 2022 0015 Triangle Tax District - Wake Capital Fund Reauthorization Ordinance

C. Operations & Finance Committee Report

Renée Price stated that three items were approved on the consent agenda from the committee. Two items are coming before the Board for discussion and consideration.

1. Continuation of 2021 Service Reductions and Proposed Service Changes

Jennifer Green's presentation is attached and hereby made a part of these minutes. She stated that in 2021 GoTriangle suspended service on several routes and trips due to the bus operator shortage. Per FTA guidance provided on COVID-19, any temporary service change lasting more than 12 months must comply with federal regulations; GoTriangle is required to complete a Title VI service equity analysis, conduct public engagement and obtain Board approval.

Green reported on public engagement efforts and highlighted comments received. Regarding the continuation of the 2021 service changes, customers feel the service reductions are negatively impacting their lives and making it less attractive to take

the bus, some choosing to drive over taking the bus. Customers were generally supportive of the proposed service changes to the FRX, WRX, 300 and 305.

The FTA Title VI service equity analysis did not identify a disparate impact to minority riders nor a disproportionate burden to low income riders regarding the 2021 service reductions. There were a few impacts identified on individual routes for the proposed service changes [routes 310 and 400]; however, Green noted that bus service continues to be provided in these corridors, although less frequently. No Title VI impacts were identified for the reassignment of the FRX from GoTriangle to GoRaleigh.

Green provided a graph of operator staffing levels since July 2020 and projected through FY2022. The current hiring trend does not indicate that GoTriangle will be able to restore service this year.

Service reductions due to operator shortage | continuation from 2021

- Route 300 - Minor schedule changes
- Route 301 - Suspended until further notice
- Route 305 - Revised schedule
- Route 310 - Revised schedule with service every 60 minutes all day
- Route 800 - Minor schedule changes with all short trips between UNC-CH and Streets at Southpoint mall (Route 800S) suspended until further notice
- Route 805 - Service reduced to every 60 minutes
- Routes CRX and DRX - Minor schedule changes with some trips suspended until further notice
- Route DRX - Suspend two AM and two PM blocks
- Reduce Saturday service to hourly on routes 100, 400, 700 and 800
- Route 300 Saturday - End at 10pm at Cary Depot
- Route 420 - Suspend one AM and one PM block

Proposed service changes | FY2023 as noted

- Effective July 1, FRX [Fuquay-Varina to Raleigh Express] will be eliminated from the GoTriangle system and assigned to the GoRaleigh system. The route currently is operated by GoRaleigh and is included in the FY2023 Wake Transit Recommended Work Plan.
- Effective July 1, WRX [Wake Forest to Raleigh Express] service will be adjusted to a new park and ride location at the Northern Wake Senior Center on Holding Avenue. The existing park and ride lease agreement held by the Town of Wake Forest will be terminated June 30, 2022.
- Effective August 7, Route 305 [operates between Holly Springs, Apex and Raleigh on weekdays during peak hours] schedule adjustments to allow transfers to/from the new GoApex Route 1. Two additional trips between Apex and Raleigh will be added with hourly service during peak commute hours.

- Effective August 7, Route 300 [operates between Cary Depot and GoRaleigh Station in downtown Raleigh] departure time adjustments from downtown Raleigh and Cary Depot and increased trip length to improve on-time performance.

Action: A motion was made by Jones and seconded by Parker to approve continuation of the 2021 service reductions, designating the President/CEO the authority to determine when these suspended routes and trips would resume normal service, and proposed service changes to the FRX, WRX, 305 and 300 as outlined. Upon vote by roll call, the motion was carried unanimously.

2. FY2023 Board Travel Requests

Clerk to the Board Michelle Dawson reviewed the travel requests received from Board members and stated that some funds should be designated for local events. Hutchinson stressed that travel is important for Board members' education but members should limit travel to one conference. He asked for a report in August.

Action: The Board agreed by consensus to have Board members select one conference by Friday and report back in August.

3. FY2023 Budget Ordinances Adoption

Harriet Lyons reported that no changes have been made to the proposed budget since the Operations & Finance Committee meeting. The proposed ordinances include:

	<i>Revenues</i>	<i>Expenses</i>
▪ GoTriangle	\$57 million	\$61 million
▪ Durham Transit Plan	\$69.4 million	\$52.2 million
▪ Orange Transit Plan	\$17.1 million	\$14.5 million
▪ Wake Transit Plan	\$316.8 million	\$272 million

Action: A motion was made by Parker and seconded by Allen to adopt the budget ordinances listed below and the three FY2023 county transit plan annual work programs/plans, including the material changes memo to the Durham Transit Plan FY2023 Annual Work Program, and the FY2023 Wake Transit Project agreement structure. Upon vote by roll call, the motion was carried unanimously. The documents are attached and hereby made a part of these minutes.

- FY2023 GoTriangle Budget Ordinance (O 2022 0016)
- FY2023 Major Capital Project Fund Budget Ordinance (O 2022 0017)
- FY2023 Regional Bus Capital Project Fund Budget Ordinance (O 2022 0018)
- FY2023 Advanced Technology Project Fund Budget Ordinance (O 2022 0019)
- FY2023 Major Transit Investment Fund Budget Ordinance (O 2022 0020)
- FY2023 Triangle Tax District – Durham Operating Fund Budget Ordinance (O 2022 0021)
- FY2023 Triangle Tax District – Durham Capital Fund Budget Ordinance (O 2022 0022)
- FY2023 Durham Special Tax District Fund Budget Ordinance (O 2022 0023)

- FY2023 Triangle Tax District – Orange Operating Fund Budget Ordinance (O 2022 0024)
- FY2023 Triangle Tax District – Orange Capital Fund Budget Ordinance (O 2022 0025)
- FY2023 Orange Special Tax District Fund Budget Ordinance (O 2022 0026)
- FY2023 Triangle Tax District - Wake Operating Fund Budget Ordinance (O 2022 0027)
- FY2023 Triangle Tax District - Wake Capital Fund Budget Ordinance (O 2022 0028)
- FY2023 Wake Special Tax District Fund Budget Ordinance (O 2022 0029)

D. New Business

None.

VI. 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.

Scott Thomas provided an update on the internal policy and procedure committee which will establish guidelines for implementation and maintenance of general policies and procedures. He said the committee will include senior leadership from all areas of the organization.

1. Operations Update

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

2. Capital Projects Status Report

The capital projects status report and presentation on major projects update is attached and hereby made a part of these minutes.

RUS Bus Update

Katharine Eggleston reported that the FTA has provided formal approval of the joint development project request which will allow the execution of an amendment to the JDSA and JDA. GoTriangle is preparing a final white paper to document the pending grant changes on the scope.

Bragtown Update

Eggleston provided an update on infrastructure and service improvements in Bragtown. GoTriangle is identifying opportunities for short term improvements to include seating and lighting along with medium and longer term bus stop improvement projects. Additionally, expanded service is scheduled in January on Route 9, with half hourly service to extend during the day and hourly service starting at 7 p.m. through the evenings and on Sundays. The FY2023 work program also includes the establishment of a north Durham microtransit zone to provide additional on-demand service.

Greater Triangle Commuter Rail Update

Lattuca reported that the feasibility study is coming to a close and GoTriangle has shared a draft of the report with the project management team, which includes county and MPO staff as well as NCDOT and NCRR. TJCOG, municipal and institutional [university] partners will be receiving a briefing on the study. The Board will have a presentation on the feasibility study, which will include comments from these groups, in August.

Eggleston added that the feasibility study final report will the updated cost. As previously noted the cost increases are being driven by the additional infrastructure requirements identified in the Norfolk Southern study, particularly the additional track work and increase. She explained that inflationary costs include increases in construction cost over the last two years as well as the inflation of a more conservative schedule. Eggleston also advised that the report will include a discussion of options for moving the project forward in phases, with simpler segments such as East Raleigh to Garner going first while more complex areas of the corridor continue to be designed and additional funding is secured.

B. General Counsel's Report

Byron Smith echoed the good news about the RUS Bus project.

C. Chair's Report

Chair Hutchinson reminded members that there will be no meetings in July and in-person meetings will return in August. He congratulated staff on the RUS Bus success and thanked those involved with the work on Bragtown.

Jordan left.

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

Will Allen III reported that CAMPO also adopted the FY2023 Wake Transit work plan and project agreement groupings and deliverables. Additionally, the following briefings were received:

- NCDOT's mileage based user fee pilot program.
- Western Wake traffic signal system integration study.
- FFY2024 Locally Administered Projects Program [LAPP]. Staff is recommending keeping the same target modal investment mix and programming of about \$25 million with the introduction of equity in scoring criteria in the next LAPP cycle.
- FY2024-2033 preliminary draft State Transportation Improvement Program [STIP].
- Decennial administrative review and update which involves selecting the MPO's host agency [Lead Planning Agency - LPA]. Letters of interest were received from the City of Raleigh TJCOG and the Town of Cary.
- NCDOT's S-Line project.

2. Regional Transportation Alliance (RTA) Representative

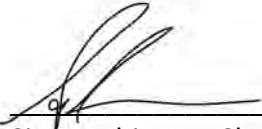
No report.

3. DCHC MPO Board Representative

Michael Parker reported that a new executive director had been hired, Doug Plachcinski. The board also received a presentation on the STIP. He noted that the process will allow for swaps by the MPO. The board also approved material changes to the Durham Transit Plan.


VII. Adjournment

Action: Chair Hutchinson adjourned the meeting at 1:26 p.m.



Sig Hutchinson, Chair

Attest:



Michelle C. Dawson, CMC
Clerk to the Board