



GoTriangle
Audit & Finance Committee
May 01, 2024
1:30 pm-2:45 pm Eastern Time

Board committee meetings are held remotely.

Microsoft Teams meeting | Join on your computer or mobile app

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*Or call in (audio only) +1 252-210-4099
Phone Conference ID: 674 708 49#*

I. Call to Order and Adoption of Agenda
(1 minute Susan Evans)

II. Draft Minutes | March 6, 2024

ACTION REQUESTED: Approve minutes.

III. Scheduling FY2025 Budget Public Hearings
(2 minutes Harriet Lyons)

STAFF RECOMMENDATION: Approve the scheduling of two public hearings on the proposed FY2025 budget on May 22 and June 26.

IV. FY2024 Transit Plan Actual Carryover Reauthorization
(5 minutes Steve Schlossberg)

STAFF RECOMMENDATION: Approve the FY2024 carryover reauthorization.

- Budget Reauthorization Amendment Wake Operating
- Budget Reauthorization Amendment Wake Capital
- Budget Reauthorization Amendment Durham Capital
- Budget Reauthorization Amendment Orange Capital

V. Increased Cost of Existing Service Reconciliation
(5 minutes Steve Schlossberg)

STAFF RECOMMENDATION: Approve the reinstatement of \$6,327 to the unbudgeted reserve fund for the GoDurham Increased Cost of Existing Service and the true-up allocation for Orange County Transit in their respective FY24 Work Programs.

A. Durham County Transit

GoDurham memo

B. Orange County Transit

Orange Transit memo

VI. FY2024 Q4 Transit Plan Amendments

(20 minutes Steve Schlossberg)

ACTION REQUESTED: Recommend board approval of the three county transit plan amendments and adopt the budget ordinance amendments.

A. Wake County Transit

Budget Change Impact

Budget Amendment Wake Capital

Detailed Project Amendment Request

B. Durham County Transit

Budget Change Impact

Budget Amendment Durham Operating

Budget Amendment Durham Capital

Detailed Project Amendment Request

C. Orange County Transit

Budget Change Impact

Budget Amendment Orange Operating

Budget Amendment Orange Capital

Detailed Project Amendment Request

VII. FY2025 Board Travel Requests

(10 minutes Michelle Dawson)

VIII. FY2025 Budget Update

(30 minutes Jennifer Hayden)

IX. Adjournment

(Susan Evans)



**BOARD OF TRUSTEES
AUDIT & FINANCE COMMITTEE
MEETING MINUTES**

4600 Emperor Boulevard
Suite 100
Durham, NC 27703

Wednesday, March 6, 2024

1:30 p.m.

Remote | Microsoft Teams

Board members present | Corey Branch, Susan Evans, Vivian Jones, Michael Parker

Board members absent | Brenda Howerton, Patrick Hannah [excused], Mike Fox

Chair Evans called the meeting to order at 1:32 p.m. A quorum was present.

I. Adoption of Agenda

Action: A motion was made by Parker and seconded by Jones to adopt the agenda. Upon vote the motion was carried unanimously.

II. Approval of Minutes

Action: A motion was made by Parker and seconded by Jones to approve the minutes of February 7, 2024. Upon vote the motion was carried unanimously.

III. Wireless Router Purchase

Darrick Harris stated that the current routers on GoTriangle's buses are outdated and need to be replaced. He added that replacement is required before the return to fares in July. Harris said funding will come from the county transit plans.

Action: A motion was made by Parker and seconded by Branch to recommend the board authorize the President/CEO to purchase 82 Sierra Wireless AirLink MG90 G5 Routers from Brite per the North Carolina Sheriff's Association Technology Bid 23-02-022 at a maximum price of \$282,609. Upon vote the motion was carried unanimously.

IV. GILLIG Diesel Bus Purchase

Darrick Harris stated that GoTriangle will replace ten existing buses that have exceeded their recommended useful life of 500,000 miles and 12 years per FTA guidelines. The county transit plans will contribute towards the cost of the buses, which will be purchased from the Interlocal Agreement for joint bus procurement for GoTriangle, the City of Durham and the Town of Chapel Hill.

Evans clarified that the buses would not be delivered for 18-24 months after order. Vinson Hines responded yes and added that payment is not made until receipt. He said there are conversations about payment schedule due to the upfront costs to the manufacturer.

Action: A motion was made by Branch and seconded by Parker to recommend the board authorize the President/CEO to execute a contract for the purchase of ten Low Floor Diesel GILLIG Buses with associated maintenance equipment from GILLIG Corporation for fixed route

service not to exceed the maximum dollar amount of \$6,700,000. Upon vote the motion was carried unanimously.

V. Light Transit Vehicle Replacement

Darrick Harris said these light transit vehicles will also replace existing vehicles that have exceeded their recommended useful life of 100,000 miles or four years. These vehicles will be purchased off the City of Fayetteville state contract and have an 85% federal contribution.

Action: A motion was made by Parker and seconded by Branch to recommend the board authorize the President/CEO to execute a contract for the purchase of two light transit vehicles from Interstate Transportation Sales with a maximum dollar amount of \$258,000. Upon vote by roll call, the motion was carried unanimously.

VI. FY2025 Draft Transit Work Programs/Plans

Steve Schlossberg stated the committee would hear highlights of the FY2025 draft work programs from the three counties. The presentations are attached and hereby made a part of these minutes. Schlossberg said the final work programs/plans will come to the GoTriangle board for adoption in June.

A. Orange County Transit

Darlene Weaver, Orange County Transportation Planning Manager, provided a summary of the FY2025 draft work program:

Projected total revenues \$12,707,242

Operating expenses \$6,632,798

Capital expenses \$5,091,351

Allocation to fund balance \$983,093

B. Durham County Transit

Brandi Minor and Ellen Beckmann from Durham County Transportation provided an overview of the FY2025 draft work program:

Projected total revenues \$45,556,533

Operating expenses \$19,606,135

Capital expenses \$19,258,316

Allocation to fund balance \$6,692,082

C. Wake County Transit

Ben Howell, Wake County Transit Plan program manager from CAMPO, and Steve Schlossberg presented an overview of the FY2025 draft work plan:

Projected total revenues \$242,372,000

Operating expenses \$45,592,000

Capital expenses \$196,780,000

Allocation from fund balance \$662,000-\$5,718,000 [dependent on vehicle rental tax]

VII. Adjournment

Action: Chair Evans adjourned the meeting at 2:22 p.m.

Prepared by:

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



Connecting all points of the Triangle

To: GoTriangle Board of Trustees Audit & Finance Committee
From: Finance Staff
Date: May 1, 2024
Subject: FY25 Budget Public Hearing Approval

Pursuant to the adopted policy for public hearings, at this time, we are requesting approval of the required public hearings for the FY25 budget. Staff recommends scheduling two hearings, the first at the Board of Trustees meeting on May 22, 2024 and the second on June 26, 2024.

Please let us know if there are questions or concerns.

Harriet Lyons
Sr. Manager, Budget and Finance

Jennifer Hayden
Interim Chief Financial Officer



P.O. Box 13787
Durham, NC 27703
919-485-7415 | Fax: 919-485-7491

www.gotriangle.org

AGENDA ACTION ITEM

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: May 1, 2024

SUBJECT: FY2024 Transit Plan Actual Carryover Reauthorization

Strategic Objective or Initiative Supported

Implement the Durham, Orange and Wake Transit Plan

Staff Recommendation

Staff requests that the GoTriangle Audit & Finance Committee recommend to the GoTriangle Board of Trustees the approval of the FY 2024 Carryover Reauthorization

Item Summary

This memo addresses the customary FY24 Durham, Orange and Wake County Tax District Work Plan estimated carryforward amounts to true-up of FY23 funds that have been included in the adopted FY24 Budget.

During the fourth (4th) quarter, the Tax District Administration requests partners to estimate spending amounts for the current fiscal year. Upon receipt of the information the estimates are included as part of the adopted Transit Work Plan. Upon completion of the Annual Comprehensive Financial Report (ACFR), the Tax District Administration adjusts the estimated carryover amount to match actual amount remaining.

Summary of Reauthorization Details

Orange's FY23 Estimated Carryover = \$4,726,171

Orange's FY23 Actual Carryover = \$4,680,718

Adjustment -\$45,453

Durham's FY23 Estimated Carryover = \$35,621,739

Durham's FY23 Actual Carryover = \$34,218,885

Adjustment -\$1,402,854

Wake's FY23 Estimated Carryover = \$232,475,117

Wake's FY23 Actual Carryover = \$233,672,064

Adjustment \$1,196,947

Financial Impact: Zero financial impact since these were funds already adopted in previous work plans.

Attachments

- Reauthorization Ordinance

2024 0007

**GO TRIANGLE FY2024 BUDGET ORDINANCE REAUTHORIZATION
TRIANGLE TAX DISTRICT – WAKE OPERATING FUND**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District – Wake Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Reauthorized
Allocation from Wake Operating Fund Balance	\$ 250,000
Total	\$ 250,000

Section 2. The following amounts represent previously adopted **Triangle Tax District – Wake Capital Funds** and are hereby re-appropriated for use in the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Reauthorized
Tax District Administration GoTriangle	\$ 85,000
Transit Plan Administration GoTriangle	165,000
Total	\$ 250,000

Section 3. The GoTriangle President/CEO, or his or her designee, is hereby authorized to transfer funds within appropriations under the following conditions:

- A) No transfer may be made that changes the adopted allocations to fund balance.
- B) All budget transfers will be reported to the Transit Planning Advisory Committee.
- C) All increases to an appropriation, and all transfers between appropriations, must be reviewed by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards.

Section 4: Triangle Tax District – Wake Operating Funds encumbered as of June 30, 2023, by GoTriangle as the Tax District Administrator are hereby appropriated to this budget.

Section 5. Copies of the Budget Ordinance shall be furnished to the Clerk to the Board of Trustees, to the Finance Officer, and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds. Copies also shall be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

2024 0008

**GO TRIANGLE FY2024 BUDGET ORDINANCE REAUTHORIZATION
TRIANGLE TAX DISTRICT – WAKE CAPITAL FUND**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District – Wake Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Reauthorized
Allocation from Wake Operating Fund Balance	\$ 233,422,064
Total	\$ 233,422,064

Section 2. The following amounts represent previously adopted **Triangle Tax District – Wake Capital Funds** and are hereby re-appropriated for use in the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Reauthorized
Capital Planning	
GoTriangle	\$ 497,096
Community Funding Area	
Town of Apex	3,414
Town of Morrisville	140,259
Bus Infrastructure	
GoTriangle	32,614,445
City of Raleigh	30,198,645
Town of Cary	54,990,719
Reserve	3,121,600
Commuter Rail Transit	
GoTriangle	1,367,448
Reserve	24,610,371
Bus Acquisition	
City of Raleigh	3,751,747
GoTriangle	3,453,006
Bus Rapid Transit	
City of Raleigh	78,673,314
Total	\$ 233,422,064

Section 3. The GoTriangle President/CEO, or his or her designee, is hereby authorized to transfer funds within appropriations under the following conditions:

- A) No transfer may be made that changes the adopted allocations to fund balance.
- B) All budget transfers will be reported to the Transit Planning Advisory Committee.

- C) All increases to an appropriation, and all transfers between appropriations, must be reviewed by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards.

Section 4: Triangle Tax District – Wake Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently recommended for reallocation by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards, or as specified in Section 5.

Section 5: GoTriangle Finance Department has authority to close projects and/or programs and reduce appropriations upon notification of project completion by the project sponsor. When actual revenues are available in projects to be closed or which are substantially complete, GoTriangle Finance may transfer savings to Triangle Tax District Wake Capital fund balance. These funds will be then available for future appropriations which require recommendation by the Transit Planning Advisory Committee and approval by the CAMPO and GoTriangle governing boards. This section applies to current and prior year appropriations. A list of project closeouts shall be provided quarterly to the Transit Planning Advisory Committee.

Section 6. If received, Small Starts Funding from the FTA in support of the Bus Rapid Transit project(s) will be awarded directly to the City of Raleigh. Expenditures funded by these federal funds will be budgeted by the City of Raleigh in their respective Transit Grant Fund. Dollars budgeted above are the local funds budgeted by the tax district and allocated to the City of Raleigh in support of this project.

Section 7. Copies of the Budget Ordinance shall be furnished to the Clerk, to the Board of Trustees, to the Finance Officer, and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds. Copies also shall be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

2024 0009

**GO TRIANGLE FY2024 BUDGET ORDINANCE REAUTHORIZATION
TRIANGLE TAX DISTRICT – DURHAM CAPITAL FUND**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District – Durham Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Reauthorized
Allocation from Durham Capital Fund Balance	\$ 34,218,884
Total	\$ 34,218,884

Section 2. The following amounts represent previously adopted **Triangle Tax District – Durham Capital Funds** and are hereby re-appropriated for use in the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Reauthorized
Capital Planning	
DCHC MPO	\$ 45,182
Durham County	22,183
GoTriangle	1,836,767
Transit Infrastructure	
GoTriangle	13,290,063
Durham County	150,000
GoDurham	9,773,886
Vehicle Acquisition	
GoTriangle	981,175
GoDurham	7,104,474
Commuter Rail Transit	
GoTriangle	1,015,154
Total	\$ 34,218,884

Section 3. The FY24 Durham Transit Work Program reflects ongoing projects that remain vital to providing service to current transit customers and new projects that address immediate needs during a transition year to a new Transit Plan with updated priorities. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. DCHC MPO, GoTriangle and Durham County will consider amendments to the FY24 Durham Transit Work Program as priorities are identified in the new Transit Plan.

Section 4. Triangle Tax District – Durham Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the North Carolina General Statutes; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project unless subsequently approved for reallocation by the GoTriangle Board of Trustees.

Section 5. Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

2024 0010

**GO TRIANGLE FY2024 BUDGET ORDINANCE REAUTHORIZATION
TRIANGLE TAX DISTRICT – ORANGE CAPITAL FUND**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District – Orange Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Reauthorized
Allocation from Orange Capital Fund Balance	\$ 4,680,717
Total	\$ 4,680,717

Section 2. The following amounts represent previously adopted **Triangle Tax District – Orange Capital Funds** and are hereby re-appropriated for use in the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Reauthorized
Capital Planning	
GoTriangle	\$ 487,985
Orange County Public Transportation	165,517
Transit Infrastructure	
Chapel Hill	586,704
Orange County Public Transportation	833,353
GoTriangle	609,679
Town of Carrboro	1,247,805
Town of Hillsborough	195,668
Vehicle Acquisition	
GoTriangle	554,006
Total	\$ 4,680,717

Section 3. The FY24 Orange Transit Work Program reflects ongoing projects that remain vital to providing service to current transit customers and new projects that address immediate needs during a transition year to a new Transit Plan with updated priorities. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. DCHC MPO, GoTriangle and Orange County will consider amendments to the FY24 Orange Transit Work Program as priorities are identified in the new Transit Plan.

Section 4. Triangle Tax District – Orange Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the North Carolina General Statutes; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project unless subsequently approved for reallocation by the GoTriangle Board of Trustees.

Section 5. Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

AGENDA ACTION ITEM

Connecting all points of the Triangle

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: May 1, 2024

SUBJECT: Durham County FY24 Increased Cost of Existing Service (I.C.E.S) True-up

Strategic Objective or Initiative Supported

Implement the Durham Transit Plan with Staff Working Group

Staff Recommendation

Recommend reinstatement of \$6,327 to the unbudgeted reserve fund for the GoDurham Increased Cost of Existing Service in the FY24 Work Program.

Item Summary

This memo addresses the customary FY24 Durham County Tax District Work Program true-up for Increased Cost of Existing Service (I.C.E.S) with a description and financial impact.

FY24 Work Plan True Up:

Durham County Tax District proposed work plan adjustment for Increased Cost of Existing Service (I.C.E.S) as per the terms of the Durham County Implementation Agreement is as follows:

1. GoDurham – Increased Cost of Existing Service
Project Code: 18DCI_TS9 – Increased Cost of Existing Service
Decrease FY24 allocation by \$6,327 to \$862,215

Financial Impact

The FY2024 Durham Transit Work Program will *decrease* by \$6,327.

Attachments

- GoDurham I.C.E.S update memo



Connecting all points of the Triangle

MEMORANDUM

TO: Sean Egan, City of Durham
Tom Devlin, City of Durham

CC: Sandra Freeman, GoTriangle
Steve Schlossberg, GoTriangle
Jennifer Hayden, GoTriangle
Paul Kingman, GoTriangle
Priscilla Gilchrist, GoTriangle
Brandi Minor, Durham County
Ellen Beckmann, Durham County

FROM: Katie Urban, GoTriangle

DATE: January 24, 2024

RE: FY2024 Final and FY2025 Estimated Increased Cost of Existing Services (ICES)

The ICES allocation for FY2024 has been recalculated per the ICES agreement. The ICES budget was originally based on 50% of the *prior year's budgeted* \$7 vehicle registration tax. The ICES budget was recalculated to equal 50% of the *prior year's actual* \$7 vehicle registration tax.

The original FY2024 ICES budget for GoDurham was \$868,542, which was calculated at 50% of the FY2023 budgeted \$7 vehicle registration tax, which totaled \$1,737,084. The FY2024 ICES budget for GoDurham will be amended to equal 50% of the FY2023 *actual* \$7 vehicle registration tax, which was \$1,724,430. Thus, the revised FY2024 ICES allocation for GoDurham decreased by \$6,327 to \$862,215.

At this time, the FY2024 \$7 vehicle registration tax budget is \$1,724,430. Based on that, the FY2025 ICES allocation will be budgeted at \$862,215 (\$1,724,430 x 50%). The final FY2025 ICES allocation will be reviewed and amended as needed mid-year FY2025.

If you have any questions, please let me know. I can be reached at 919-485-7507 or kurban@gotriangle.org.

PO Box 13787
Research Triangle Park, NC 27709
919-485-7501 | Fax: 919-485-7547

www.gotriangle.org

AGENDA ACTION ITEM

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: May 1, 2024

SUBJECT: Orange County FY24 Increased Cost of Existing Service (I.C.E.S) True-up

Strategic Objective or Initiative Supported

Implement the Orange Transit Plan with Staff Working Group

Staff Recommendation

Recommend true-up allocation of Increased Cost of Existing Service in the FY24 Work Program.

Item Summary

This memo addresses the customary FY24 Orange County Tax District Work Program true-up for Increased Cost of Existing Service (I.C.E.S) with a description and financial impact.

FY24 Work Plan True Up:

Orange County Tax District proposed work plan adjustment for Increased Cost of Existing Service (I.C.E.S) as per the terms of the Orange County Implementation Agreement is as follows:

1. Orange Public Transportation (OPT) – Increased Cost of Existing Service
Project Code: 19OPTTS2 – Decrease Cost of Existing Service
Decrease FY24 allocation by \$925 to \$39,772
2. Chapel Hill Transit (CHT) – Increased Cost of Existing Service
Project Code: 19CHTTS2 – Increase Cost of Existing Service
Increase FY24 allocation by \$29,783 to \$775,336

Financial Impact

The FY2024 Orange Transit Work Program will *increase* by \$28,858.

Attachments

- Orange Transit I.C.E.S update memo



Connecting all points of the Triangle

MEMORANDUM

TO: Nicholas Pittman, CHT
Darlene Weaver, OPT

CC: Nishith Trivedi, Orange County
Rick Shreve, CHT
Saundra Freeman, GoTriangle
Steven Schlossberg, GoTriangle
Paul Kingman, GoTriangle
Jennifer Hayden, GoTriangle
Priscilla Gilchrist, GoTriangle

FROM: Katie Urban, GoTriangle

DATE: January 24, 2024

RE: FY2024 Final and FY2025 Estimated Increased Cost of Existing Services (ICES)

Please find attached the FY2024 Final Increased Cost of Existing Services (ICES) calculations. The FY2024 ICES calculation was updated to reflect the actual FY2023 \$7 DMV registration fee and each Partner's contribution to transit services.

The FY2024 final ICES allocation is as follows:

CHT = \$775,336 (increase by \$29,783 from FY2024 estimate)
OPT = \$39,772 (decreased by \$925 from FY2024 estimate)

GoTriangle will prepare a budget amendment.

Please also find the FY2025 Estimated Increased Cost of Existing Services (ICES) calculations. At this time, the FY2024 final ICES will be used in the FY2025 work plan. The FY2025 estimated ICES allocation is as follows:

CHT = \$775,336
OPT = \$39,772

If you have any questions, please let me know. I can be reached at 919-485-7507 or kurban@gotriangle.org.

Enclosures

PO Box 13787
Research Triangle Park, NC 27709
919-485-7501 | Fax: 919-485-7547

www.gotriangle.org



FY2024 ICES Original Budget Calculation

Original Budget Calculation (1/23/2023)	FY24 Local Funding for Transit	FY24 Share of County Total
Chapel Hill	\$ 7,551,927	94.82%
Orange County	\$ 412,234	5.18%
Total	\$ 7,964,161	
FY24 Estimated \$7 Tax	\$ 786,250	
	FY2024 Original	
CHT FY24 Share (Original)	\$ 745,553	
OPT FY24 Share (Original)	\$ 40,697	

FY2024 ICES Mid-Year Budget Calculation

Mid-Year Revision (1/24/2024)	FY24 Local Funding for Transit	FY24 Share of County Total
Chapel Hill	\$ 8,457,590	95.12%
Orange County	\$ 433,849	4.88%
Total	\$ 8,891,439	
FY23 Actual \$7 DMV Tax	\$ 815,108	
	FY2024 Final	
CHT FY24 Share (Revised)	\$ 775,336	
OPT FY24 Share (Revised)	\$ 39,772	

FY2024 ICES Mid-Year Budget Adjustment

Partner Agency	Adjustment Amount
CHT	\$ 29,783
OPT	\$ (925)

FY2025 ICES Original Budget Calculation

Original Budget Calculation (1/24/2024)	FY23 Local Funding for Transit	FY23 Share of County Total
Chapel Hill	\$ 8,457,590	95.12%
Orange County	\$ 433,849	4.88%
Total	\$ 8,891,439	

FY24 Estimated \$7 Tax \$ 815,108

	FY2024 Original
CHT FY25 Share (Original)	\$ 775,336
OPT FY25 Share (Original)	\$ 39,772

AGENDA ACTION ITEM

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: May 1, 2024

SUBJECT: Wake Transit FY 2024 Q4 Wake Transit Work Plan/Budget Amendment

Strategic Objective or Initiative Supported

Implement the Wake Transit Plan with Transit Planning Advisory Committee

Staff Recommendation

Recommend board approval of the FY2024 Q4 Wake Transit Work Plan amendments.

Item Summary

One (1) major amendment has been submitted for approval:

Capital Amendment

1. **Regional Transit Technology Plan Update:** GoTriangle is requesting the transfer of funds that are currently in reserve to fund an update to the Regional Technology Plan that was completed in 2019. As project sponsor, GoTriangle will work with regional partners and a consultant on a transit technology roadmap update for the region.

At the time the GoTriangle Audit and Finance Committee receives this item, TPAC will have already reviewed and recommended the listed amendments to both the CAMPO Executive Board and the GoTriangle Board of Trustees. The CAMPO Executive Board will be presented the FY 2024 Q4 Wake Transit Amendments during the May 15, 2024 Executive Board Meeting.

Financial Impact

The proposed amendment if recommended by this committee and approved by the Board of Trustees, will have zero financial impact due to the reallocation of previously adopted funds to the FY2024 Wake Transit Work Plan.

Attachments

- Detailed Project Amendment Request

FY24 Budget Change Impact - Wake Transit Plan

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
FY24 Approved Budget	\$ 455,191,074	\$ 469,423,920	\$ (14,232,846)		
Amended FY24-Q3 Budget	\$ 455,191,074	\$ 499,395,280	\$ (44,204,206)		
GoTriangle (Capital)		(200,000)	200,000	43	Technology Reserve - Capital Project Funding adopted for Transit Partners to use for Technology Projects
GoTriangle (Capital)		200,000	(200,000)	43	Regional Transit Technology Plan Update - Transfer funding between Capital projects using existing adopted reserve funds from the Technology Reserve project
Amended FY24-Q4 Budget	\$ 455,191,074	\$ 499,395,280	\$ (44,204,206)		
Changes from Amendments	\$ -	\$ -	\$ -		

2024 0011

GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT - WAKE CAPITAL FUND

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees, that pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following project ordinance is hereby adopted:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District - Wake Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Local Option Sales Tax	\$ 98,480,740	\$ 98,144,380
Community Funding Area Fund Balance	661,935	661,935
Allocation from Wake Capital Fund Balance	<u>14,232,843</u>	<u>44,204,203</u>
Total	\$ 113,375,518	\$ 143,010,518

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District - Wake Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Capital Planning		
GoTriangle		\$ 200,000
Capital Area Metropolitan Planning Organization [CAMPO]	\$ 250,000	250,000
Wake County		135,000
Community Funding Area		
Town of Apex	429,275	429,275
Town of Knightdale	232,660	232,660
Transit Infrastructure		
GoTriangle	2,875,375	13,875,375
City of Raleigh	21,169,859	21,169,859
Town of Cary	26,471,404	36,471,404
Reserve	1,124,864	924,864
Vehicle Acquisition		
City of Raleigh	1,456,096	1,456,096
GoTriangle	2,113,500	2,113,500
Bus Rapid Transit		
GoRaleigh	<u>57,252,485</u>	<u>65,752,485</u>
Total	\$ 113,375,518	\$ 143,010,518

Section 3. The GoTriangle President/CEO, or his or her designee, is hereby authorized to transfer funds within appropriations under the following conditions:

- A) No transfer may be made that changes the adopted allocations to fund balance.
- B) All budget transfers will be reported to the Transit Planning Advisory Committee.

- C) All increases to an appropriation, and all transfers between appropriations, must be reviewed by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards.

Section 4. Triangle Tax District – Wake Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the General Statutes of North Carolina; therefore, appropriations do not lapse at the end of the fiscal year and are available for duration of the project unless subsequently recommended for reallocation by the Transit Planning Advisory Committee and approved by the CAMPO and GoTriangle governing boards, or as specified in Section 5.

Section 5. GoTriangle Finance Department has authority to close projects and/or programs and reduce appropriations upon notification of project completion by the project sponsor. When actual revenues are available in projects to be closed or which are substantially complete, GoTriangle Finance may transfer savings to Triangle Tax District Wake Capital fund balance. These funds will be then available for future appropriations which require recommendation by the Transit Planning Advisory Committee and approval by the CAMPO and GoTriangle governing boards. This section applies to current and prior year appropriations. A list of project closeouts shall be provided quarterly to the Transit Planning Advisory Committee.

Section 6. Small Starts Funding from the FTA in support of the Southern Corridor Bus Rapid Transit project will be awarded directly to the City of Raleigh. Expenditures funded by these federal funds will be budgeted by the City of Raleigh in their respective Transit Grant Fund. Dollars budgeted above are the local funds budgeted by the tax district and allocated to the City of Raleigh in support of this project.

Section 7. Copies of the Budget Ordinance shall be furnished to the Clerk, to the Board of Trustees, to the Finance Officer, and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds. Copies also shall be furnished to representatives of the Agencies under Section 2. The Budget Ordinance shall be entered into the Board minutes.

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION

From: Ben Howell, Wake Transit Program Manager, Capital Area MPO

To: Wake County Transit Planning Advisory Committee (TPAC)

Date: 4/17/2024

Re: Summary of Requested FY 2024 4th Quarter Work Plan Amendment

One amendment to the fiscal year (FY) 2024 or a prior year Wake Transit Work Plan has been requested by GoTriangle for consideration by the TPAC in the 4th quarter of FY 2024. The amendment was reviewed by CAMPO staff to determine the appropriate amendment type classifications (major versus minor) as outlined in the Wake Transit Work Plan Amendment Policy. The amendment request was categorized as a Major Amendment for the two following reasons:

- 1) Amendment request involves a project requested to be added to the Work Plan;
- 2) Amendment request involves a financial impact requiring a change in budgeted reserves or fund balance.

The amendment request was released for public comment between March 8, 2024, and April 5, 2024. Six (6) public comments were received in response to the amendment requests.

Attached to this memorandum are the following:

- Proposed FY 2024 Q4 Amendment List (released for public comment) and Completed Amendment Request Form
- Financial Scope and Disposition
- Program Development Subcommittee Disposition Memo and Voting Record
- Engagement Summary for FY2024 Q3 Amendments

A scope and financial disposition for the amendment requests was developed by the Program Development Subcommittee and unanimously recommended to the TPAC at its meeting held on March 26th, with the following finding:

The proposed funding for the update of the Regional Technology Plan is reasonable to hire a consultant to update the 2019 Plan to continue to guide Wake Transit partners in technology implementation.

FY 2024 Quarter 4 Requested Wake Transit Work Plan Amendments

REQUESTED MAJOR AMENDMENT

Capital Budget Amendment Requests						
Project ID #	Agency	Project Title	Original Funding Allocation	Requested Funding Allocation	Funding Impact	Reason for Major/Minor Amendment Status
TBD	GoTriangle	Regional Transit Technology Plan Update	\$ -	\$ 200,000	\$ 200,000	<p>Major Amendment: Amendment request involves project requested to be added to the Work Plan and funded using funds from a budgeted reserve.</p> <p>Major Amendment: This amendment request is for funds to hire a consultant to complete an update to the 2019 Regional Transit Technology Plan. The cost for the update to the Plan will be split among Wake, Durham and Orange Counties, and the amendment request is a cost neutral impact to the Wake Transit Plan, as it is requesting funds from a budgeted reserve account.</p>
Total Capital Funding Impact					\$ 200,000	

Distributed for Public Comment on 03/08/2024

Public Comments Accepted Through 04/05/2024

Submit all comments to Ben Howell, Wake Transit Program Manager - ben.howell@campo-nc.us

Wake Transit Project ID #
TBD

**FY 2024
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

FY START DATE
7/1/2024

Type of Amendment **Minor** **Major**

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$500,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Plan;
- c. Changes to periods of performance for project funding agreements tying to capital project funding allocations for implementation elements in the applicable Work Plan;
- d. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Plan;
- e. Changes in scope for implementation elements programmed in future fiscal years;
- f. Changes in funding amounts for implementation elements programmed in future fiscal years;
- g. Any amendment that requires a transfer of funds between or among implementation elements in separate funding subcategories (i.e., bus stop improvements, maintenance facility improvements, park-and-ride improvements, and transit center/transfer point improvements) within the bus infrastructure funding category in the applicable Work Plan; and
- h. Any other change that does not meet any of the criteria of a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Significant changes in scope of funded project
- d. A transfer between budget ordinance appropriations that requires equal to or greater than a 20% change to a project appropriation for projects greater than \$500,000
- e. A transfer between budget ordinance appropriations that requires equal to or greater than a \$100,000 change to a project appropriation for projects less than \$500,000

These definitions are based on the Wake Transit Work Plan Amendment Policy Update (Draft 2023), which gives more clarity to the definitions without changing their meaning. The Amendment Policy Update has been approved by the TPAC and will go to the Wake Transit Governing Boards in the Fall of Calendar Year 2023.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Regional Transit Technology Plan Update	GoTriangle	Austin Stanion	Base Year	\$ -
		astanion@gotriangle.org	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
7/1/2024	6/30/2025	Amendment will be cost neutral based on utilizing previously adopted transit funds.	Base Year	\$ 200,000
			Cumulative	\$ -

Project Description Enter below a summary of the project amendment and impact on approved plan.

GoTriangle is requesting funds from Wake Transit reserves (Project TC003M) to complete an update to the 2019 Regional Transit Technology Plan Update. The consultant, chosen from the Wake Transit On-Call consultant list, has provided a high level cost estimate to update the plan. Staff will continue to work with the consultant and partners to refine the cost estimate and scope of work. The high level costs are being used to develop this request. The consultant has estimated the plan update will cost between \$175k-\$200k. The full high side amount is being requested at this time to cover any overages and additional scope items that may come up during development and ensure funding is available for procurement purposes. If the plan costs come in higher than currently anticipated, additional requests will be put into Durham and Orange to cover the increase. The work will begin around July 1, 2024, once the amendment request has completed the Wake Transit process for adoption and the contract is executed. The Plan update will include participation from Wake, Durham and Orange Counties. The cost split for the project among the Counties will be 70/20/10. This amendment request is a cost neutral financial impact to the transit plan as it is requesting funds from reserves.

1. Enter Wake Transit Project ID(s) to Increase

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TBD	Regional Technology Transit Technology Plan Update	Capital Funding	\$ 200,000	\$ -	Amendment will be cost neutral based on utilizing previously adopted transit funds.
TOTAL			\$ 200,000	\$ -	

2. Wake Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC003M	Technology Initiatives - Reserve	Infrastructure	\$ (200,000)	\$ -	Amendment will be cost neutral based on utilizing previously adopted transit funds.
TOTAL			\$ (200,000)	\$ -	

3. Impact on Transit Plan Project Costs

From above, indicate whether amounts impact operating or capital budgets in Wake Transit Plan.	Estimated Operating Cost	Current Year	\$ -
		Recurring	\$ -

	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

Project Justification / Business Case Provide responses to *EACH* of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

Full year

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

A updated regional technology plan to guide partners in a similar direction regarding improvements in transit.

7. In the spring of 2019, the TPAC endorsed a set of reporting deliverables for various categories of Wake Transit Work Plan projects. A listing of these reporting deliverables by category is available here:

[Wake Transit Work Plan Project Reporting Deliverables](#)

If reporting deliverables are not already established for the category of the amended/requested project, or if there is a need to deviate from the TPAC-endorsed reporting deliverables, please list the reporting deliverables that should be considered for this project below:

a)	Date RFP/RFQ released for plan/study
b)	Date contract awarded for plan/study
c)	Estimation of percent completion of scope on quarterly basis
d)	Results and/or recommendations of plan/study

8. Does the amendment request involve new acquisition of real property or a change to the scope or funding amount for a prior approved funding allocation for real property acquisition? If so, please refer to the adopted Policy Framework for Use of Wake Transit Funds to Acquire Real Property (available below) and submit the requested information outlined in Part III of the policy in a separate document if the subject real property acquisition meets the applicability thresholds outlined in Part II of the policy.

[Policy Framework for Use of Wake Transit Funds to Acquire Real Property](#)

9. List any other relevant information not addressed.

This amendment will have zero financial impact to the Wake Transit Plan. The technology reserve funds requested have been adopted from previous workplans. This amendment will move the requested funds from reserve to GoTriangle as project sponsor.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2025 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2025 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-

Other: Administrative							
Other: Database Hosting			-	-	-	-	-
Other: Supplies and Materials			-	-	-	-	-
TOTAL OPERATING COSTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

11. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects identified above.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning	-	-	-	-	-	-	-
Design	-	-	-	-	-	-	-
Construction	-	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Right of Way / Land Acquisition	-	-	-	-	-	-	-
Other	200,000	-	-	-	-	-	-
TOTAL CAPITAL COSTS	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

CAPITAL CONTRIBUTIONS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Grant Contribution	-	-	-	-	-	-	-
Project Sponsor Contribution	-	-	-	-	-	-	-
Wake Transit Requested	-	-	-	-	-	-	-
TOTAL	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Assumptions for Costs and Revenues Above:

12. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

The consultant developed a high level cost estimate to complete the update to the Plan. The request includes an extra \$25k for inclusion in any additional scope items that may be incurred.



Wake County Transit Planning Advisory Committee TPAC Program and Development

Financial Disposition: March 26, 2024

Discussion:

The Budget Amendment process requires the review and provision of a financial disposition of all Major/Minor amendments that are submitted by the Transit Planning Advisory Committee (TPAC) Program and Development Subcommittee.

All minor and major budget amendments must be approved by the Capital Area Metropolitan Planning Organization (CAMPO) Executive Board and GoTriangle Board of Trustees.

Requested Item for Committee Disposition:

Major Amendments – 1 Amendment

- 1) **Regional Transit Technology Plan Update** – GoTriangle is requesting \$200,000 from the Wake Transit unallocated technology project reserves (Project TC003M) to complete an update to the 2019 Regional Transit Technology Plan. The update will include participation from Wake, Durham and Orange Counties. If approved, the requested amendment will be cost neutral to the transit plan as it is requesting funds from previously adopted work plans. The project will create an updated technology roadmap to guide partners in a similar direction regarding improvements in transit.

Financial Impact of Proposed Major Amendment:

The FY24 Wake Transit Work Plan will have zero financial impact

FY24-Q4 Amendment Financial Impact

Capital Budget Amendment Request							
Ordinance Tag	Agency	Description	Wake Transit Project Funding since Inception ¹	Wake Transit Proposed Amended Budget	Revised Wake Transit Plan Funding	FY25-FY30 Adopted Wake Transit Plan Funding	Total Project Adopted Wake Transit Plan Funding
Capital Planning	GoTriangle	Regional Transit Technology Plan Update ¹	\$0	\$200,000	\$200,000	\$0	\$200,000
Bus Infrastructure	Reserve	Unallocated Technology Reserve	\$4,246,464	-\$200,000	\$4,046,464	\$337,859	\$4,384,323
Wake Transit Capital Expenditures			\$4,246,464	\$0	\$4,246,464	\$337,859	\$4,584,323
Total Financial Impact - FY24 Wake Transit Work Plan				\$0			

¹ Does not include funding from previous version of project (Adopted FY19 Work Plan)

FY 2024 Quarter 4 Amendment Request Package**WAKE COUNTY TRANSIT PLAN: IMPLEMENTATION****Attachment C: Program Development Subcommittee Disposition Memo and Voting Record**

Relevant Meeting: The meeting of the Program Development Subcommittee took place on March 26, 2024.

Subcommittees' Disposition: The Program Development Subcommittee rendered the following finding for the amendment request:

The proposed funding for the update of the Regional Technology Plan is reasonable to hire a consultant to update the 2019 Plan to continue to guide Wake Transit partners in technology implementation.

Discussion: There was some discussion about the proposed cost split of the Regional Technology Plan Update with Orange and Durham Counties. GoTriangle clarified that the amendment request is for the full estimated cost of the Regional Technology Plan Update, but they expect that Durham and Orange Counties will participate. The TPAC will be notified if the other Counties do not choose to participate in the funding of the Regional Technology Plan Update.

Vote: The subcommittee voted unanimously to forward a disposition, as described above, to the TPAC for the requested amendments.

Voting Organizations:

CAMPO
GoTriangle
Wake County
Morrisville
NCSU
Raleigh
Cary
Apex
Fuquay-Varina
Knightdale
Wake Forest
Holly Springs

FY 2024 Quarter 4 Amendment Request Package

WAKE COUNTY TRANSIT PLAN

Engagement Summary Report

In accordance with the Wake Transit Amendment Policy and Community Engagement Policy, CAMPO and GoTriangle staff posted the requested FY2024 Quarter 4 amendment request for public review from March 8, 2024, to April 5, 2024. As part of this process, it was ensured that TPAC members, stakeholders and community members were aware of the opportunity to review and provide comment on the requested amendment\ by posting the engagement notices on the CAMPO Website, the GoForwardNC webpage dedicated to Wake Transit involvement activities, and all associated social media accounts. The Engagement Report is provided in this memo.

Those who engaged with the online materials and wanted to provide a comment were given the opportunity to provide input on the amendment request received. There was one amendment request from GoTriangle. A total of six (6) comments were received, with only one comment directly related to the proposed amendment.

All comments were reviewed by CAMPO staff and input was considered in relation to the FY2024 Quarter 4 amendment request. After consideration of all the comments received, it was decided that no changes were to be made to the amendments. A table including all raw comments can be seen in Appendix C.

FY 2024 Q4 Wake Transit Work Plan Amendment Requests

Project Engagement

VIEWS	PARTICIPANTS	RESPONSES	COMMENTS	SUBSCRIBERS
126	6	19	11	2

Please provide any comments on the FY 2024 Q4 Wake Transit Plan Amendment Request

When will they have more buses in Morrisville? It seems that we are being ignored. The Shuttle only operates within Morrisville. We need buses that go down Morrisville Carpenter Rd and Davis Dr that go to Cary Depot.

one month ago

1 Agree

I ride regularly, and just want to point out again the ongoing problem of how bad traffic is getting in the Triangle. With the population booming since the pandemic and homelessness increasing, keeping buses free is the best option for everyone. There is no time to take fares without causing huge delays. Routes are still often late as it is or skipped entirely, making reliability very difficult and often impossible to connect where you need to go on time. Thank you for your service!

4 days ago

I think this is for "funds to hire a consultant". If so emphasis should be placed on candidates who actually take public transit, bike, walk, or carpool to work, community, or recreation as part of their personal life. I really think a lot could be learned about transit by actually riding the buses, trying to understand how to walk to destinations once off the bus, trying to bike along or across busy streets etc. Like noticing that a lot of the (probably expensive but useful) monitors in the buses are broken or turned off, that bike route signs are on the ground, etc. Both data and lived experiences are important.

5 days ago

I, along with many of my friends, would like to see a bus route from the Regional Transit Center (RTC) to Brier Creek. Currently, the only stop near Brier Creek comes from Durham. It currently takes almost two hours on a bus to go only 4 miles away (RTC to Durham to Brier Creek). Something more direct would be appreciated (RTC to Brier Creek).

18 days ago

Lots of good stuff in here. I do want to point out that I think Marketing is very important these days and the 2.5% increase year-to-year that I see mentioned on page 105 sounds very low. The existing service costs, as far as I know, have gone up at a higher rate so this increase won't keep up and marketing services will actually have to be cut with this. I'd like to see that increased plus additional money allocated for marketing as a way to reach new audiences. There's also plenty of new opportunities to market these new route changes and upcoming technology plans, such as live bus tracking and fare collection methods, that are planned for the future. Please consider increasing the amount for FY25.

23 days ago

Riders will finally be able to sit and wait for a bus instead of sitting on curbs and standing in grass. Will Cary residents still have to pay for D3D service outside a quarter of a mile when everyone else gets a free ride? I believe that is not lawful. Will this budget extend the GoCary 5 route to Ten Ten in order for more Cary residents can go to the upscale downtown that was funded by these residents tax dollars?

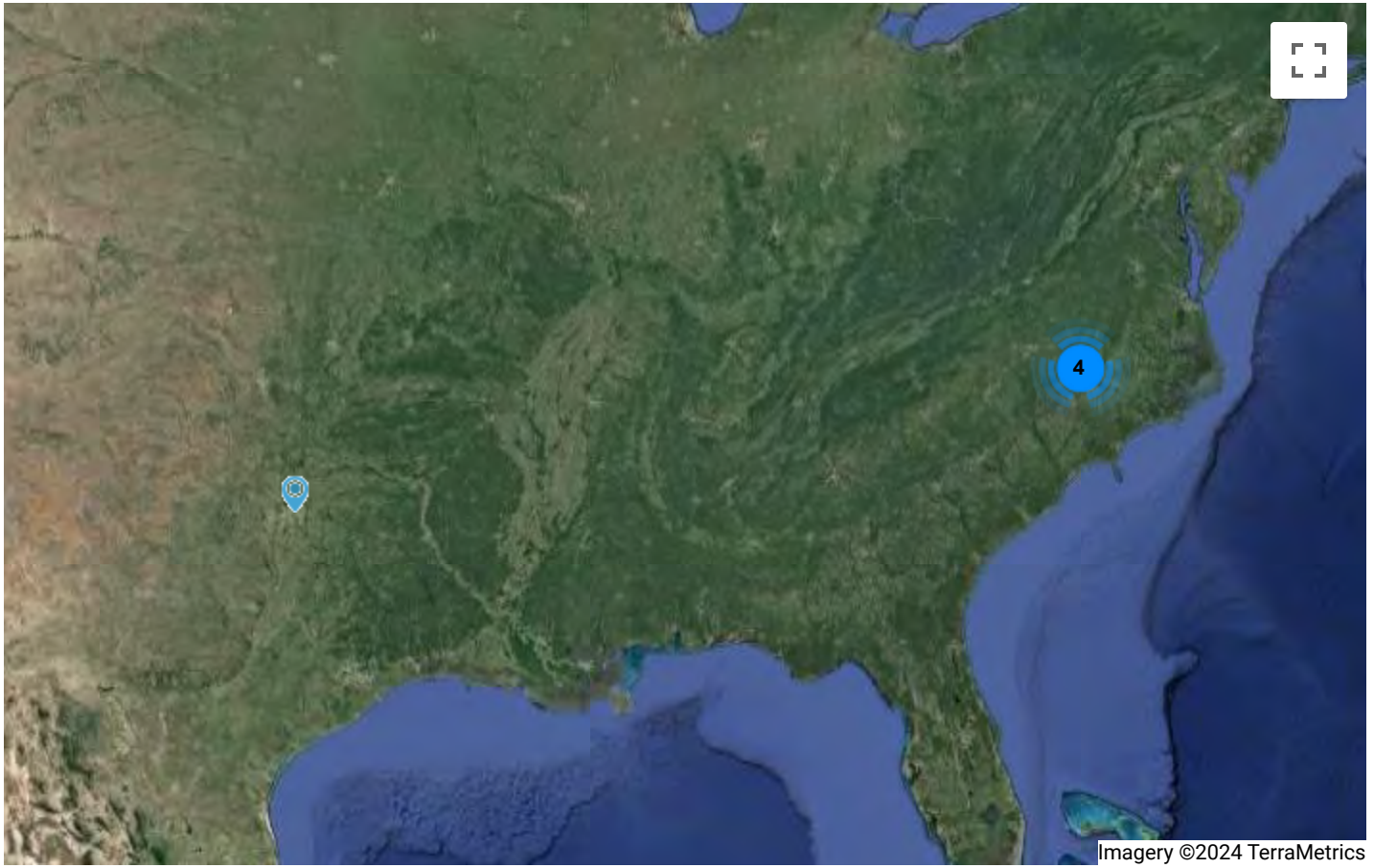
one month ago

Which system do you ride or would you ride? (check all that apply)

80%	GoTriangle	4 ✓
60%	GoRaleigh	3 ✓
20%	GoCary	1 ✓
0%	GoWake ACCESS	0 ✓
0%	GoApex	0 ✓
0%	NCSU aka Wolfline	0 ✓
0%	None	0 ✓

5 Respondents

What is your home zip code?



How did you hear about this activity/event? Select all that apply

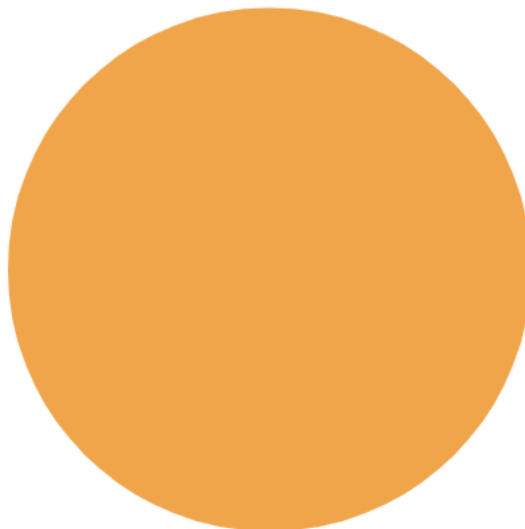
50%	Social Media (Facebook, X (Twitter), Instagram, Nextdoor, Etc.)	1 ✓
50%	Email from Wake Transit or GoTriangle	1 ✓
0%	Saw the table or signs and walked up	0 ✓
0%	Flyer, Poster, or TV ad on the bus, a stop or station	0 ✓
0%	Email from another organization	0 ✓
0%	Wake Transit or TPAC Meeting	0 ✓
0%	Word of mouth or at another meeting	0 ✓
0%	TV, Radio or Newspaper (local media)	0 ✓

2 Respondents

Would you like to receive future updates? Sign up below.

No data to display...

Have you heard of Wake Transit before today?



100% Yes

2 respondents

Did you know Wake Transit is an investment program that funds projects to improve and expand transit services across Wake County?



100% No

2 respondents

Have you noticed changes at the bus stops and on the routes you use? Yes/Np?
Please tell us a little more about any changes.

Noticed the redo to the stop at the Western Blvd Jones Franklin Harris Teeter.

5 days ago

Please list one community or other location in Wake County that you believe needs improved public transit.

The Raleigh Greyhound Bus station can have a long wait for a bus coming down capital ave depending on when your Greyhound bus arrives.

5 days ago

Brier Creek needs something direct to the RTC

18 days ago

Please tell us one thing that could be done to improve your rider experience.

More drivers, routes on time

4 days ago

It's a little anxiety inducing to watch a bus driver politely but firmly ask a person over and over to get off the bus because they've been sleeping and riding it in circles all day. I don't know what the thing to do about that is.

5 days ago

What is your gender?

No data to display...

What is your age?

No data to display...

Are you of Hispanic, Latino, or Spanish origin?

No data to display...

What is your race/ethnicity? Please select all that apply. If you select "Other" you can type in additional responses.

No data to display...

Which of the following groups does your total annual household income fall into?

No data to display...

What language do you most often speak at home? If you select "Other" you can type in additional responses.

No data to display...

AGENDA ACTION ITEM

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: May 1, 2024

SUBJECT: Q4 Durham County FY24 Transit Work Program and Budget Amendment

Strategic Objective or Initiative Supported

Implement the Durham Transit Plan with Staff Working Group

Staff Recommendation

Recommend board approval of the FY2024 Q4 Durham Transit Work Program amendments.

Item Summary

Six (6) amendments

Operating Amendment

1. **Route 13/North Durham Improvements:** The City of Durham will release funds associated with the crosstown route from the FY24 Work Program. The North Durham crosstown service will be implemented in FY25 as recommended by the Short Range Transit Plan.
2. **GoDurham Data Processing and Visualization:** The City of Durham is requesting funds to execute a contract with software providers to utilize tools that will address reliability, ridership and travel speed.
3. **GoTriangle Performance Data Processing and Visualization:** GoTriangle will reduce a portion of the project budget to incorporate savings due to GoDurham's new data processing and visualization software contract.
4. **GoTriangle Route 800 improvements:** GoTriangle will reduce funding in the project to offset incremental new funding needs for the Regional Technology Plan Update.

Capital Amendment

1. **GoTriangle Regional Technology Plan Update:** GoTriangle is requesting funds to update the Regional Technology Plan that was completed in 2019. As project sponsor, GoTriangle will work with regional partners and a consultant on a transit technology roadmap update for the region.
2. **GoDurham Access Paratransit Study - Pilot Implementation:** The City of Durham is requesting funds for a study to provide recommendations for improvements to GoDurham ACCESS service.

The Durham Staff Working Group voted unanimously to recommend approval of these items at their April 16, 2024 meeting. Staff anticipates they will be considered for approval by the Durham BOCC at their May 13, 2024 meeting.

Financial Impact

The proposed amendments if recommended by this committee and approved by the Board of Trustees, will *decrease* the FY2024 Durham Transit Work Program by \$925,305.

Attachments

- Detailed Project Amendment Request

FY24 Budget Change Impact - Durham Transit Work Program

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
FY24 Approved Budget	\$ 78,227,663	\$ 63,139,689	\$ 15,087,974		
Amended FY24 Budget (Nov 2023)	\$ 78,227,663	\$ 63,279,189	\$ 14,948,474		
Amended FY24 Budget (Feb 2024)	\$ 78,227,663	\$ 63,405,443	\$ 14,822,220		
City of Durham (Transit Operations)		(6,327)	6,327	41	Administrative adjustment of ICES to match the terms of the ILA between transit providers and the performance of \$7 Vehicle Registration Tax* The FY23 budget will decrease from \$868,542 to \$862,215.
City of Durham (Transit Operations)		(976,517)	976,517	41	Route 13 Improvement/North Durham Improvements - Removal of the crosstown route from the FY24 Work Program scope of work.
City of Durham (Capital Planning)		20,107	(20,107)	41	GoDurham Access Paratransit Study - Pilot Implementation - Study that will provide recommendations for improvements to GoDurham ACCESS service.
City of Durham (Transit Planning Administration)		63,000	(63,000)	41	GoDurham Data Processing and Visualization - Software staff will utilize to address reliability, ridership, and travel speed.
GoTriangle (Transit Planning Administration)		(31,895)	31,895	41	Performance Data Processing and Visualization - Reduction in FY24 costs due to removal of GoDurham from the contract.
GoTriangle (Transit Operations)		(50,000)	50,000	41	Route 800 Improvement - Reduction in project expense based on actual activity. Funds allocated to Regional Transit Technology Plan Update.
GoTriangle (Capital Planning)		50,000	(50,000)	41	Regional Transit Technology Plan Update - Funds will be utilized to update the technology plan based on changes in our region and the transportation industry.
Amended FY24 Budget (May 2024)	\$ 78,227,663	\$ 62,473,811	\$ 15,753,852		
Changes from Amendments		\$ (665,878)	\$ 665,878		

* Durham County Implementation agreement terms: The maximum allocation of Increased Cost of existing Service (ICES) should equal 50% of the prior year Durham County local vehicle registration tax of \$7.00 permitted by Article 52 of NCGS 105

2024 0012

**GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT - DURHAM OPERATING FUND**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District Durham Operating Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Sales Tax	\$ 11,126,910	\$ 10,136,599
Vehicle Rental Tax	87,171	87,171
\$7 County Vehicle Registration Tax	1,763,141	1,763,141
\$3 Vehicle Registr. Tax Transfer from Durham Special Tax District	<u>755,611</u>	<u>755,611</u>
Total	\$ 13,732,833	\$ 12,742,522

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District Durham Operating Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Tax District Administration - GoTriangle	\$ 490,967	\$ 490,967
Transit Plan Administration		
DCHC MPO	39,806	39,806
Durham County Access	392,578	392,578
GoDurham	143,772	264,201
GoTriangle	1,776,200	1,744,305
Transit Operations		
Durham County Access	280,203	280,203
GoDurham	8,025,648	7,042,804
GoTriangle	<u>2,583,659</u>	<u>2,487,658</u>
Total	\$ 13,732,833	\$ 12,742,522

Section 3. The FY24 Durham Transit Work Program reflects ongoing projects that remain vital to providing service to current transit customers and new projects that address immediate needs during a transition year to a new Transit Plan with updated priorities. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. DCHC MPO, GoTriangle and Durham County will consider amendments to the FY24 Durham Transit Work Program as priorities are identified in the new Transit Plan.

Section 4. Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

2024 0013

**GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT – DURHAM CAPITAL FUND**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District – Durham Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Local Option Sales Tax	\$ <u>28,873,091</u>	\$ <u>29,863,401</u>
Total	\$ <u>28,873,091</u>	\$ <u>29,863,401</u>

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District – Durham Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Capital Planning		
Durham County		\$ 110,000
DCHC MPO	\$ 1,081,600	1,081,600
GoDurham	100,000	120,107
GoTriangle		50,000
Transit Infrastructure		
GoDurham	7,338,121	7,406,946
GoTriangle	4,896,300	4,971,850
Vehicle Purchase		
GoTriangle	369,096	369,096
Allocation to Durham Capital Fund Balance	<u>15,087,974</u>	<u>15,753,802</u>
Total	\$ <u>28,873,091</u>	\$ <u>29,863,401</u>

Section 3. Triangle Tax District – Durham Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the North Carolina General Statutes; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project unless subsequently approved for reallocation by the GoTriangle Board of Trustees.

Section 4. Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

FY 2024, Quarter 4, Requested Durham Transit Work Plan Amendments

REQUESTED MAJOR/MINOR AMENDMENTS

Project ID	Agency	Project Title	FY 24 Original Funding Allocation	FY 24 Requested Funding Allocation	FY 24 Funding Impact	Justification for Major/Minor Amendment
Operating Budget Amendment Requests						
23DCITS3	City of Durham	Route 13 / North Durham Improvements	\$ 1,476,517	\$ 500,000	\$ (976,517)	Major Amendment: Removal of the crosstown route from the FY24 Work Program scope of work; add frequency improvements at night and on Sundays/holidays to various routes. This will delay the new North Durham crosstown service to FY25 as recommended by the SRTP.
NEW	City of Durham	GoDurham Data Processing and Visualization	\$ -	\$ 63,000	\$ 63,000	Major Amendment: This tool enables staff to address reliability, ridership, and travel speed. This amendment will allow the City to execute a contract with software providers to access these tools for GoDurham.
21GOTAD14	GoTriangle	Transit Plan Administration - Performance Data Processing and Visualization Tool	\$ 126,895	\$ 95,000	\$ (31,895)	Minor Amendment: Reduce the budget by the savings realized when the contract associated with the visualization tools was reduced to include just the current GoTriangle fleet of buses. This project no longer covers the cost of covering the GoDurham fleet.
20GOTTS2	GoTriangle	Route 800 Improvements	\$ 430,262	\$ 380,262	\$ (50,000)	Major Amendment: Reduce funding in this project to fund the Regional Technology Plan Update, as the Route 800 Improvements will not be implemented due to ongoing operator shortages.
Total Operating Funding Impact					\$ (995,412)	
Capital Budget Amendment Requests						
NEW	GoTriangle	Regional Technology Plan Update	\$ -	\$ 50,000	\$ 50,000	Major Amendment: In 2019, GoTriangle led the creation of the Regional Transit Technology Integration Plan. The time has come to update this plan based on changes in our region, available technology, and the transportation industry. GoTriangle will work with a consultant from an approved technology bench. Initial project scoping has estimated the total cost to be \$250,000. \$50,000 (20%) of which will be contributed by the Durham County Transit Plan based on an established 70%/20%/10% split between Wake, Durham, and Orange respectively.
24DCCAP1	City of Durham	GoDurham Access Paratransit Study - Pilot Implementation	\$ 100,000	\$ 120,107	\$ 20,107	Major Amendment: This study will provide recommendations for improvements to GoDurham ACCESS service.
Total Capital Funding Impact					\$ 70,107.40	
Total Overall Impact					\$ (925,305)	

Public Comment Period will Open on 03/21/2024

Public Comments will be Accepted Through 4/11/2024

Submit all comments to Brandi Minor, Senior Administrative Officer, TransitPlan@dconc.gov

FY 2024, Quarter 4, Requested Durham Transit Work Plan Amendments

REQUESTED MAJOR/MINOR AMENDMENTS

Project ID	Agency	Project Title	FY 24 Original Funding Allocation	FY 24 Requested Funding Allocation	FY 24 Funding Impact	Justification for Major/Minor Amendment
Operating Budget Amendment Requests						
23DCITS3	City of Durham	Route 13 / North Durham Improvements	\$ 1,476,517	\$ 500,000	\$ (976,517)	Major Amendment: Removal of the crosstown route from the FY24 Work Program scope of work; add frequency improvements at night and on Sundays/holidays to various routes. This will delay the new North Durham crosstown service to FY25 as recommended by the SRTP.
24DCCAP1	City of Durham	GoDurham Access Paratransit Study - Pilot Implementation	\$ 100,000	\$ 120,107	\$ 20,107	Major Amendment: This study will provide recommendations for improvements to GoDurham ACCESS service.
NEW	City of Durham	GoDurham Data Processing and Visualization	\$ -	\$ 63,000	\$ 63,000	Major Amendment: This tool enables staff to address reliability, ridership, and travel speed. This amendment will allow the City to execute a contract with software providers to access these tools for GoDurham.
21GOTAD14	GoTriangle	Transit Plan Administration - Performance Data Processing and Visualization Tool	\$ 126,895	\$ 95,000	\$ (31,895)	Minor Amendment: Reduce the budget by the savings realized when the contract associated with the visualization tools was reduced to include just the current GoTriangle fleet of buses. This project no longer covers the cost of covering the GoDurham fleet.
20GOTTS2	GoTriangle	Route 800 Improvements	\$ 430,262	\$ 380,262	\$ (50,000)	Major Amendment: Reduce funding in this project to fund the Regional Technology Plan Update, as the Route 800 Improvements will not be implemented due to ongoing operator shortages.
Total Operating Funding Impact					\$ (975,305)	
Capital Budget Amendment Requests						
NEW	GoTriangle	Regional Technology Plan Update	\$ -	\$ 50,000	\$ 50,000	Major Amendment: In 2019, GoTriangle led the creation of the Regional Transit Technology Integration Plan. The time has come to update this plan based on changes in our region, available technology, and the transportation industry. GoTriangle will work with a consultant from an approved technology bench. Initial project scoping has estimated the total cost to be \$250,000. \$50,000 (20%) of which will be contributed by the Durham County Transit Plan based on an established 70%/20%/10% split between Wake, Durham, and Orange respectively.
Total Capital Funding Impact					\$ 50,000.00	
Total Overall Impact					\$ (925,305)	

Public Comment Period will Open on 03/21/2024

Public Comments will be Accepted Through 4/11/2024

Submit all comments to Brandi Minor, Senior Administrative Officer, TransitPlan@dconc.gov



TO: Durham County Staff Working Group
 FROM: City of Durham Transportation
 DATE: February 29, 2024

RE: Durham County Work Plan FY 2024 Q4 Amendments

The City of Durham Transportation Department submits the following FY 2024 Q4 work plan amendments to the Staff Working Group:

1. **GoDurham Frequency Improvements in evenings and Sundays (23DCITS3) (a.k.a. North Durham Improvements)** – Reduce funding request from \$1,476,517 to \$500,000, revise the project scope to fund 30-minute frequency after 7pm and on Sundays on Routes 6, 7, 8, 9A/9B, and 12B, and delay the new North Durham crosstown service to FY25 as recommended by the GoDurham Short Range Transit Plan. **Reduces FY24 Durham County Work Plan by \$976,517.**
2. **GoDurham Access Paratransit Study - Pilot Implementation (24DCCAP1)** – Increase total funding request from \$100,000 to \$120,107.40. The study will provide recommendations for improvements to GoDurham ACCESS service and will be completed by June 30, 2024. **Increases FY24 Durham County Work Plan by \$20,107.**
3. **GoDurham Data Processing and Visualization (NEW)** – The FY24 Work Program has an approved project to provide processing and visualization tools for GoDurham bus service. These tools enable staff to address reliability, ridership, and travel speed. This amendment will allow the City of Durham to contract with software providers for access to these tools for GoDurham. **Increases FY24 Durham County Work Plan by \$63,000.**

REQUEST #
23DCITS3

FY 2024

FY START DATE

**Durham Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. **Changes in scope for implementation elements programmed in current and future fiscal years;**
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
Frequency Improvements in evenings and Sundays	City of Durham	Jennifer Green jennifer.green@durhamnc.gov	Base Year	\$ 500,000
			FY 2025	\$ -
			Cumulative	\$ 500,000
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
Apr-24	Jun-24		Base Year	\$ -
			Cumulative	\$ -

Project Description/Scope Enter below a summary of the project amendment and impact on approved plan.

This project removes the crosstown route from the FY24 work program and advances frequency improvements at night and on Sundays/holidays to Route 6, 7, 8, 9A/9B, and 12B. Providing a base level of service at all times is a priority of the Durham Transit Plan. This amendment pushes the start of the new crosstown service from Duke Regional Hospital to Duke/VA Medical Center to FY25 so that planners can develop reliable schedules.

1. Enter Durham Transit Project ID(s) to Increase					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TOTAL			\$ -	\$ -	

2. Durham Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
23DCITS3	North Durham Improvements / Frequency Improvements during evenings and Sundays	Operating	\$ 500,000	\$ -	Reduce from \$1,476,517 to \$500,000 and adjust the scope of the project to provide 30-min frequency at night/Sun on more routes. FY25+ is addressed in the FY25 work program
TOTAL			\$ 500,000	\$ -	

3. Impact on Transit Plan Project Costs			
From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	Estimated Operating Cost	Current Year	\$ 500,000
		Recurring	\$ -
	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

4. Is this New/Amended project Operating, Capital or Both?

Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

This is a revision to the approved work program. It is for a partial year of operating expenses. It is not recurring because the FY25 Work Program and multi-year operating program include a full year of these frequency improvements for each of the individual routes.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

New 30-minute service on routes that currently run once an hour after 7pm and on Sunday. The frequency improvements would be considered for implementation at a later date.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (If Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Administration			-	-	-	-	-
Bus Operations:							
Estimated Hours	3,474		-	-	-	-	-
Cost per Hour	144		-	-	-	-	-
Estimated Operating Cost	500,000	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	500,000	-	-	-	-	-	-
Other (Describe)	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	500,000	-	-	-	-	-	-

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

REQUEST #	FY 2024	FY START DATE
NEW	Durham Transit Work Plan Project Amendment Request Form Operating and/or Capital	Apr 2024

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
GoDurham Data Processing and Visualization	City of Durham	Jennifer Green jennifer.green@durhamnc.gov	Base Year	\$ 63,000
			FY 2025	\$ 162,810
			Cumulative	\$ 1,102,987
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
Apr-24	-		Base Year	\$ -
			Cumulative	\$ -

Project Description/Scope Enter below a summary of the project amendment and impact on approved plan.

The approved FY24 work program includes funding for Performance Data Processing and Visualization Tools for GoTriangle and GoDurham buses (21GOT_AD14). Given the change in management responsibilities for the GoDurham system in FY24, GoTriangle no longer has an ability to include GoDurham buses as part of their contracts. The purpose of this project is to allow City of Durham, GoDurham/RATP Dev staff and their designees access to the tools that support GoDurham bus service.

The data processing and visualization tools are valuable. They enable staff to efficiently analyze the bus performance data that support transit plan funded studies, work plan requests, and the transit plan update itself. The following modules are pursued:

- Real-time passenger predictions with live operations
- Bus speeds by route segment in addition to dwell times, allowing identification and prioritization of capital projects to improve bus speed and reliability
- Bus run times by route segment and timepoint, enabling Service Planners and schedulers to more precisely schedule buses to adapt to travel conditions throughout different service windows throughout the day
- Bus on-time performance by route and trip, enabling deeper transparency into GoDurham's operating performance for staff and the public
- Ridership analysis for stop, trip, day of week, route, and system

1. Enter Durham Transit Project ID(s) to Increase

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
NEW	GoDurham Data Processing and Visualization	Operating	63000	162810	Assume 5% growth each year. Start up costs and one quarter of expenses in FY24 for Swiftly. Add annual license for HopThru ridership analysis in FY25.
TOTAL			\$ 63,000	\$ 162,810	

2. Durham Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TOTAL			\$ -	\$ -	

3. Impact on Transit Plan Project Costs

From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	Estimated Operating Cost	Current Year Recurring	\$ 63,000
	Estimated Capital Cost	Base Year Cumulative	\$ -
			\$ -

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

Partial year with implementation in Q4 FY24 and annualized in future years with 5% growth.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

Improved schedule adherence and reliability. More staff time would be required to analyze ridership, runtimes, and schedules.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (if Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Administration	63,000	162,810	166,880	171,052	175,329	179,712	184,205
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)	-	-	-	-	-	-	-
Other (Describe)							
TOTAL OPERATING COSTS	63,000	162,810	166,880	171,052	175,329	179,712	184,205

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

63 vehicles
 21%-23% discount offered by Swiftly
 3-year contract

REQUEST #
24DCC_AP1

FY 2024

FY START DATE

**Durham Transit Work Plan
Project Amendment Request Form
Operating and/or Capital**

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be **added** to the Work Plan
- b. A project requested to be **removed** from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be **over one percent (1%)** over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
GoDurham Access Paratransit Study - Pilot Implementation	City of Durham	Brian Fahey brian.fahey@durhamnc.gov	Base Year	\$ 20,107
			FY 2025	\$ -
			Cumulative	\$ 20,107
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
Jul-23	Jun-24		Base Year	\$ -
			Cumulative	\$ -

Project Description/Scope Enter below a summary of the project amendment and impact on approved plan.

Paratransit service is a lifeline for County residents with disabilities to access work, healthcare appointments, shopping, and recreation. The purpose of the study is to provide planning and implementation support for new paratransit pilot services aimed at improving on-time performance to 95%, and providing customers with greater flexibility in scheduling/updating their trips (including same-day trips). The City of Durham is working with a consulting firm on the paratransit improvement study. Current estimates are that the costs will come in above the approved funding level of \$100,000 to \$120,107.40. The impact to the transit plan is \$20,107.40 in FY24. This study is anticipated to conclude in FY24.

1. Enter Durham Transit Project ID(s) to Increase

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
24DCC_AP1	GoDurham Access Paratransit Study - Pilot Implementation	Operating	20,107.40	0	The project is expected to complete in FY24.
TOTAL			\$ 20,107	\$ -	

2. Durham Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TOTAL			\$ -	\$ -	

3. Impact on Transit Plan Project Costs

From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	Estimated Operating Cost	Current Year	\$ 20,107
		Recurring	\$ -
	Estimated Capital Cost	Base Year	\$ -
		Cumulative	\$ -

4. Is this New/Amended project Operating, Capital or Both?

Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

Project is expected to be completed in FY24. This is a one time request.

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

The study can complete and deliver the recommendations for improving paratransit service in Durham.

7. List any other relevant information not addressed.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (if Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Administration	20,107		-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	20,107	-	-	-	-	-	-

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

February 20, 2024

To: Durham - SWG
From: GoTriangle
Subject: Durham County FY24 Workplan Amendment

1. Background

In 2019, GoTriangle led the creation of the Regional Transit Technology Integration Plan. Over the past five years this plan has served as a roadmap on regional technology including CAD/AVL and Real Time Bus Information. The time has come to update this plan based on changes in our region, available technology, and the transportation industry. The next iteration of the plan will build on the topics from the 2019 plan and could cover technology issues including but not limited to Transit Signal Priority Interoperability, Digital Applications for ADA Riders, and Electric Charging Infrastructure.

GoTriangle will work with a consultant from an approved technology bench. Initial project scoping has estimated the total cost to be \$250,000. \$50,000 (20%) of which will be contributed by the Durham County Transit Plan based on an established 70%/20%/10% split between Wake, Durham, and Orange respectively.

This request is budget-neutral as we are requesting a \$50,000 increase for the Regional Technology Plan Update, and a \$50,000 decrease to “20GOTTS02 – Route 800 Improvements” which will not be implemented due to ongoing operator shortages.

Summary of Project Requests

New Project – Regional Technology Plan Update – Allocate \$50,000 in FY24

Project ID: 20GOTTS02 – Route 800 Improvements - Decrease original FY24 budget by \$50,000.

Durham County FY24 Workplan budget impact = \$0

REQUEST #
TBD

FY 2024

FY START DATE	
Jul	2023

Durham Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
Regional Transit Technology Plan Update	GoTriangle	Austin Stanion astanion@gotriangle.org	Base Year	\$ (50,000)
			FY 2025	\$ -
			Cumulative	\$ (50,000)
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
7/1/2024	6/30/2025		Base Year	\$ 50,000
				\$ 50,000
			Cumulative	\$ 50,000

Project Description/Scope Enter below a summary of the project amendment and impact on approved plan.

In 2019, GoTriangle led the creation of the Regional Transit Technology Integration Plan. Over the past five years this plan has served as a roadmap on regional technology including CAD/AVL and Real Time Bus Information. The time has come to update this plan based on changes in our region, available technology, and the transportation industry. The next iteration of the plan will build on the topics from the 2019 plan and could cover technology issues including but not limited to Transit Signal Priority Interoperability, Digital Applications for ADA Riders, and Electric Charging Infrastructure. GoTriangle will work with a consultant from an approved technology bench. Initial project scoping has estimated the total cost to be \$250,000. \$50,000 (20%) of which will be contributed by the Durham County Transit Plan based on an established 70%/20%/10% split between Wake, Durham, and Orange respectively. This request is budget-neutral as we are requesting a \$50,000 increase for the Regional Technology Plan Update, and a \$60,000 decrease to "20GOTTS02 – Route 800 Improvements" which will not be implemented due to ongoing operator shortages.

1. Enter Durham Transit Project ID(s) to Increase

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TBD	Regional Technology Plan Update		\$ 50,000	\$ 0	Adding \$50,000 to new project
TOTAL			\$ 50,000	\$ -	

2. Durham Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
20GOTTS02	Route 800 Improvements		\$ 50,000		Subtracting \$50,000 from existing project.
			\$ 50,000	\$ -	

3. Impact on Transit Plan Project Costs

From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	Estimated Operating Cost	Current Year Recurring	\$ -
	Estimated Capital Cost	Base Year Cumulative	\$ -

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

Full year

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

A updated regional technology plan to guide partners in a similar direction regarding improvements in transit.

7. List any other relevant information not addressed.

N/A

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (If Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Administration			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Operating: Route 800 Improvements	(50,000)						
TOTAL OPERATING COSTS	(50,000)						

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other	50,000						
TOTAL CAPITAL COSTS	50,000						

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

The consultant developed a high level cost estimate to complete the update to the Plan. The request includes an extra \$25k for inclusion in any additional scope items that may be incurred.

March 1, 2024

To: Durham - SWG
From: GoTriangle
Subject: Durham County FY24 Workplan Amendment

Background

GoTriangle uses bus service performance data processing and visualization tools that enable staff to efficiently and effectively understand the bus performance data listed below that aid ongoing transit plan funded studies, work plan requests, and the transit plan update itself.

These tools enable the following types of analysis:

- Bus speeds by route segment in addition to dwell times, allowing identification and prioritization of capital projects to improve bus speed and reliability
- Bus run times by route segment and timepoint, enabling Service Planners and schedulers to more precisely schedule buses to adapt to travel conditions throughout different service windows throughout the day
- Bus on-time performance by route and trip, enabling deeper transparency into GoTriangle operating performance for staff and the public

All three analysis tools are useful for both internal staff functions in addition to public-facing engagement. All three types of analysis tools are useful in evaluating the operating time and cost benefits of future transit corridor and facilities projects.

The purpose of this amendment is to reduce the FY24 budget by the savings realized when the contract associated with the visualization tools was amended to include only the current GoTriangle fleet. This project sheet no longer covers the cost of the GoDurham fleet.

Summary of Project Requests

Project ID: 21GOTAD14 - Performance Data Processing and Visualization Tool - Reducing FY24 costs from \$126,895 to \$95,000 due to reducing our software contract to only the GoTriangle fleet.

Durham County FY24 Workplan budget impact = Reduction of \$31,895

REQUEST #	FY 2024	FY START DATE
21GOTAD14	Durham Transit Work Plan Project Amendment Request Form Operating and/or Capital	Jul 2023

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Durham County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Durham Transit Estimated Operating Cost	
Transit Plan Administration -Performance Data Processing and Visualization Tool	GoTriangle	Austin Stanion astanion@gotriangle.org	Base Year	\$ 95,000
			FY 2025	\$ 100,000
			Cumulative	\$ 775,191
Estimated Start Date	Estimated Completion	Notes	Durham Transit Estimated Capital Cost	
Already implemented	Ongoing		Base Year	\$ -
			Cumulative	\$ -

Project Description/Scope Enter below a summary of the project amendment and impact on approved plan.

NOTE: The purpose of this amendment is to reduce the budget by the savings realized when the contract associated with the visualization tools was reduced to include just the current GoTriangle fleet of buses. This project sheet no longer covers the cost of covering the GoDurham fleet.

GoTriangle uses bus service performance data processing and visualization tools that enable staff to efficiently and effectively understand the bus performance data listed below that aid ongoing transit plan funded studies, work plan requests, and the transit plan update itself. These tools enable the following types of analysis:
 -Bus speeds by route segment in addition to dwell times, allowing identification and prioritization of capital projects to improve bus speed and reliability
 -Bus run times by route segment and timepoint, enabling Service Planners and schedulers to more precisely schedule buses to adapt to travel conditions throughout different service windows throughout the day
 -Bus on-time performance by route and trip, enabling deeper transparency into GoTriangle operating performance for staff and the public
 All three analysis tools are useful for both internal staff functions in addition to public-facing engagement. All three types of analysis tools are useful in evaluating the operating time and cost benefits of future transit corridor and facilities projects.

1. Enter Durham Transit Project ID(s) to Increase

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TOTAL			\$ -	\$ -	

2. Durham Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
21GOTAD14	Transit Plan Administration - Performance Data Processing and Visualization Tool		\$ 31,895		Reducing FY24 costs from \$126,895 to \$95,000 due to removing GoDurham from our software contract.
TOTAL			\$ 31,895	\$ -	

3. Impact on Transit Plan Project Costs

From above, indicate whether amounts impact operating or capital budgets in Durham Transit Plan.	Estimated Operating Cost	Current Year Recurring	\$ 31,895
	Estimated Capital Cost	Base Year Cumulative	\$ -

4. Is this New/Amended project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

Effective FY 24 and ongoing

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

N/A

7. List any other relevant information not addressed.

N/A

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS (If Applicable)	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors			5.00%	5.00%	5.00%	5.00%	5.00%
Administration			-	-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour			-	-	-	-	-
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Maintenance			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Software)	95,000	100,000	105,000	110,250	115,763	121,551	127,628
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	95,000	100,000	105,000	110,250	115,763	121,551	127,628

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning							
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

Used current contracts with vendors for cost information. Assuming 5% year over year growth based on estimates from vendor.

FY2023-24 Durham County Transit Work Program Amendment Schedule

Cycle	Submission Deadline to SWG Admin	SWG Reviews Submitted Amendment(s)	Public Review Period Begins	Public Review Period Ends	SWG Recommends Amendment(s) to Governing Boards	GoTriangle Subcommittee	SWG Recommends Approval to Durham County BOCC at Work Session	Durham County BOCC Approves Amendment(s)	GoTriangle Board of Trustees Approves Amendment(s)
Q2	August 31, 2023	September 1 - September 20, 2023	September 21, 2023	October 12, 2023	October 18, 2023	November 2, 2023	November 6, 2023	November 13, 2023	November 22, 2023
Q3	November 30, 2023	December 1 - December 20, 2023	December 21, 2023	January 11, 2024	January 17, 2024	February 1, 2024	February 5, 2024	February 12, 2024	February 28, 2024
Q4	February 29, 2024	March 1 - March 20, 2024	March 21, 2024	April 11, 2024	April 17, 2024	May 2, 2024	May 6, 2024	May 13, 2024	May 29, 2024

FY2023-24 Durham County Transit Work Program Amendment Schedule

Cycle	Submission Deadline to SWG Admin	SWG Reviews Submitted Amendment(s)	Public Review Period Begins	Public Review Period Ends	SWG Recommends Amendment(s) to Governing Boards	GoTriangle Subcommittee	SWG Recommends Approval to Durham County BOCC at Work Session	Durham County BOCC Approves Amendment(s)	GoTriangle Board of Trustees Approves Amendment(s)
Q2	August 31, 2023	September 1 - September 20, 2023	September 21, 2023	October 12, 2023	October 18, 2023	November 2, 2023	November 6, 2023	November 13, 2023	November 22, 2023
Q3	November 30, 2023	December 1 - December 20, 2023	December 21, 2023	January 11, 2024	January 17, 2024	February 1, 2024	February 5, 2024	February 12, 2024	February 28, 2024
Q4	February 29, 2024	March 1 - March 20, 2024	March 21, 2024	April 11, 2024	April 17, 2024	May 2, 2024	May 6, 2024	May 13, 2024	May 29, 2024

AGENDA ACTION ITEM

Connecting all points of the Triangle

Submitted by: Steven Schlossberg, Finance & Administrative Services

Meeting date: May 1, 2024

SUBJECT: Q4 Orange County FY24 Transit Work Program and Budget Amendment

Strategic Objective or Initiative Supported

Implement the Orange Transit Plan with Staff Working Group

Staff Recommendation

Recommend board approval of the FY2024 Q4 Orange Transit Work Program amendments.

Item Summary

Three (3) amendments

Capital Amendments

1. **Trapeze:** Orange County Transportation Services (OCTS) is requesting to re-allocate operating funds that were adopted as part of the FY2024-Q3 amendment to capital funds.
2. **Short Range Transit Plan Update (SRTP):** Chapel Hill Transit (CHT) was authorized \$150,000 for the SRTP as part of the FY2024-Q3 amendment process. CHT is requesting to re-allocate \$100,000 of the adopted funds from the operating ordinance to the capital ordinance.
3. **Safe Streets for All Supplemental Grant:** Chapel Hill Transit (CHT) is requesting to re-allocate the remaining \$50,000 of operating funds attributable to the Short Range Transit Plan Update to the new Safe Streets for All Supplemental Grant. This project will address safety along the town's busiest transit route and will complement existing planning for the North-South Bus Rapid Transit (NSBRT) project.

The Orange Staff Working Group voted unanimously to recommend approval of these items at their March 20, 2024 meeting. Staff anticipates they will be considered for approval by the Orange BOCC at their April 2, 2024 meeting.

Financial Impact

The proposed amendments will have zero impact to the FY2024 Orange Transit Work Program due to reallocation of previously adopted funds.

Attachments

- Detailed Project Amendment Request

FY24 Budget Change Impact - Orange Transit Work Program

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
FY24 Approved Budget	\$ 15,458,143	\$ 15,928,047	\$ (469,904)		
Amended FY24 Budget (Nov 2023)	\$ 15,458,143	\$ 15,928,047	\$ (469,904)		
Amended FY24 Budget (February 2024)	\$ 15,458,143	\$ 15,928,047	\$ (469,904)		
Chapel Hill Transit (Transit Operations)		29,783	(29,783)	42	Administrative adjustment of ICES to match the terms of the ILA between transit providers and the performance of \$7 Vehicle Registration Tax* The FY24 budget will increase from \$745,553 to \$775,336.
Orange Public Transportation (Transit Operations)		(925)	925	42	Administrative adjustment of ICES to match the terms of the ILA between transit providers and the performance of \$7 Vehicle Registration Tax* The FY24 budget will decrease from \$40,697 to \$39,772.
Orange Public Transportation (Transit Operations)		(200,000)	200,000	42	Amend FY24-Q2 Trapeze project budget ordinance appropriation from Operating to Capital.
Orange Public Transportation (Transit Infrastructure)		200,000	(200,000)	42	Amend FY24-Q2 Trapeze project budget ordinance appropriation from Operating to Capital.
Chapel Hill Transit (Transit Operations)		(150,000)	150,000	42	Amend FY24-Q2 SRTP project budget amount and ordinance appropriation from Operating to Capital.
Chapel Hill Transit (Capital Planning)		100,000	(100,000)	42	Amend FY24-Q2 SRTP project budget amount and ordinance appropriation from Operating to Capital.
Chapel Hill Transit (Transit Operations)		50,000	(50,000)	42	Safe Streets for All Supplemental Grant: This project will address safety along the town's busiest transit route and will complement existing planning for the North-South Bus Rapid Transit (NSBRT) project.
Amended FY24 Budget (May 2024)	\$ 15,458,143	\$ 15,956,905	\$ (498,762)		
Changes from Amendments	\$ -	\$ 28,858	\$ (28,858)		

*Orange County Implementation agreement terms: The maximum allocation of Increased Cost of existing Service (ICES) should equal the prior year Orange County local vehicle registration fee of \$7.00 permitted by Article 52 of NCGS 105 The determination of the ICES allocations for Chapel Hill Transit and Orange County Public Transit are made each year based upon their most recently audited annual expenditures for bus services

2024 0014

**GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT – ORANGE OPERATING FUND**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District Orange Operating Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Sales Tax	\$ 4,921,744	\$ 4,224,602
Vehicle Rental Tax	42,572	42,572
\$7 County Vehicle Registration Tax	831,178	831,178
\$3 Vehicle Registr Transfer from Orange Special Tax District	<u>358,222</u>	<u>358,222</u>
Total	\$ 6,153,716	\$ 5,456,574

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District Orange Operating Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Tax District Administration – GoTriangle	\$ 321,253	\$ 321,253
Transit Administration		
Chapel Hill Transit		150,000
DCHC MPO	39,806	39,806
GoTriangle	528,339	528,339
Orange County Public Transportation	61,100	61,100
Transit Operations		
Chapel Hill Transit	2,847,385	2,527,168
GoTriangle	1,154,730	1,128,730
Orange County Public Transit	<u>1,201,103</u>	<u>700,178</u>
Total	\$ 6,153,716	\$ 5,456,574

Section 3. The FY24 Orange Transit Work Program reflects ongoing projects that remain vital to providing service to current transit customers and new projects that address immediate needs during a transition year to a new Transit Plan with updated priorities. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. DCHC MPO, GoTriangle and Orange County will consider amendments to the FY24 Orange Transit Work Program as priorities are identified in the new Transit Plan.

Section 4. Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair

2024 0015

**GO TRIANGLE FY2024 BUDGET ORDINANCE AMENDMENT
TRIANGLE TAX DISTRICT – ORANGE CAPITAL FUND**

BE IT ORDAINED by the Research Triangle Regional Public Transportation Authority Board of Trustees:

Section 1. It is estimated that the following revenues will be available in the **Triangle Tax District – Orange Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
Article 43 ½ Cent Local Option Sales Tax	\$ 4,578,256	\$ 5,275,398
Allocation from Orange Capital Fund Balance	469,904	498,762
Reallocation of Reserves		
Prior Year Origin Destination Survey Reserve		(5,000)
FAST 2 Study		5,000
FAST 2 Study (Allocation: Orange County Public Transportation)	<u>0</u>	<u>5,000</u>
Total	\$ 5,048,160	\$ 5,779,160

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District – Orange Capital Fund** for the fiscal year beginning July 1, 2023, and ending June 30, 2024:

	Original	Revised
BRT		
Chapel Hill Transit – NS-BRT	\$ 4,000,000	\$ 4,000,000
Capital Planning		
Chapel Hill Transit		150,000
Orange Public Transportation		105,000
Transit Infrastructure		
GoTriangle	550,000	576,000
Orange Public Transportation		200,000
Town of Hillsborough	286,000	286,000
Vehicle Purchase		
GoTriangle	212,160	212,160
Orange Public Transportation		<u>250,000</u>
Total	\$ 5,048,160	\$ 5,779,160

Section 3. Triangle Tax District – Orange Capital Funds are appropriated pursuant to section 13.2 of Chapter 159 of the North Carolina General Statutes; therefore, appropriations do not lapse at the end of the fiscal year and are available for the duration of the project unless subsequently approved for reallocation by the GoTriangle Board of Trustees.

Section 4. Capital funds included under the Origin Destination Survey adopted FY2021 Orange Transit Work Plan and reauthorized as part of Ordinance 2023 0007 have been transferred to the FAST 2 Study project (27OPTAD06). Funds have been appropriated to the Orange County Public Transportation to fund the FY2024 quarter 2 amendment.

Section 5. Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

ATTEST:

ADOPTED THIS THE 22ND DAY OF MAY 2024.

Michelle C. Dawson, Clerk to the Board

Brenda Howerton, Board of Trustees Chair



ORANGE COUNTY GOVERNMENT
TRANSPORTATION SERVICES DEPARTMENT



MEMORANDUM

TO: Orange County Staff Work Group
FROM: Nishith Trivedi, Transportation Director
DATE: March 20, 2024
SUBJECT: FY24 Q4 AWP Amendment Request
ATTACHMENT: FY24 Q4 Project Sheets

Orange County Transportation Services (OCTS) requests an amendment to the Fiscal Year 2024 Annual Work Program (AWP) quarter 4. The amendment is budget neutral, with no financial impact.

Type	Project	Description	ID	Amount
Current Project	Trapez (Operating)	Update Transit tracking software for consistency with other agencies	20OPTTS6	\$200,000
	Trapez (Capital)			

OCTS requests the Operating project Trapeze (20OPTTS6) converted from Operating to Capital. Staff delayed transitioning from EcoLane to Trapeze to FY25. Department will complete the process in FY25. Process is underway to start the project in FY25 Q1 and finish it by Q3.

Please forward any questions, comments or concerns to me at ntrivedi@orangecountync.gov.

REQUEST #

FY 2024
Orange Transit Work Plan
Request Form
Operating and/or Capital

FY START DATE	
Jul	2023
Total Project Cost	
\$	250,000

Project Name	Requesting Agency	Project Contact	Orange Transit Estimated Operating Cost	
Trapeze	Orange County Transportation Services	Nishith Trivedi	FY 2024 / Base Year*	\$ 200,000
			FY 2025	\$ -
			Cumulative	\$ 200,000
Estimated Start Date	Estimated Completion	Notes	Orange Transit Estimated Capital Cost	
Jan-24	Jun-24	Software transition to mirror other transit provider	FY 2024 / Base Year*	\$ 200,000
			Cumulative	\$ 200,000
Project Description/Scope	Enter below a summary of the project that may later be used as the project description in the FY 2024 Work Plan.			
Converting EcoLane to Trapeze to improve data quality, service, and coordination with other transit providers in the County and region.				
Project Justification / Business Case	Provide responses to <i>EACH</i> of the questions below. Answer the questions as fully as possible. Enter Not Applicable (N/A) as appropriate.			

1. Is this a New Project, Scope Change or Financial Change? **New** **Scope** **Financial**

See Instructions for definitions

1a. If Scope Change or Financial Change - Indicate previous project ID

2. Is this project Operating, Capital or Both? **Operating** **Capital** **Both**

3. Is this a one-time request? **Yes** **No**

4. What is the timeframe for the request? Are you requesting a full year of funds in FY24 or a partial year to be annualized in future fiscal years?

One time request to improve transit operations.

5. Where is this project located, who will this project serve and how will it improve service or overall implementation of the Orange Transit Plan?

Orange County Transportation Services Administration building and County transit fleet

6. Is this project programmed in the adopted Transit Plan FYs 2024-2030 Multi-Year Operating Program or **Yes** **No**

8. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

All residents and businesses in rural Orange County will continue receiving public transit services. If discontinued, it will have significant and detrimental impact all incorporated portions of the County.

10. For bus operating projects, please provide:

a) Target Start Date	
b) Assets Used (Vehicles, etc.)	
c) Geographic Termini	
d) Major Destinations Served	
e) Annualized Revenue Hours	

f) Span of Service				
g) Frequency	TIME PERIOD			
	AM Peak			
	Midday			
	PM Peak			
	Evening			

11. If this is a bus operating project, which organization will operate the service?

Orange County Transportation Services

12. If applicable, describe proposed responsibilities and duties for new staffing requests. Provide each major intended function, and the percentage of time devoted to each function.

13. List any other relevant information not addressed.

14. Please enter estimated revenues below. If there are other revenues besides Orange County Tax Revenue to support this request, please enter the anticipated revenue amounts next to the appropriate funding source for each fiscal year shown below.

Revenue							
	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Tax Revenue							
Orange County Transit Tax Revenue	200,000	-	-	-	-	-	-
Other Revenue							
Federal	-	-	-	-	-	-	-
State	-	-	-	-	-	-	-
Other	-	-	-	-	-	-	-
Subtotal Other	-	-	-	-	-	-	-
TOTAL REVENUE	200,000	-	-	-	-	-	-

16. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors		2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes			-	-	-	-	-
Contracts			-	-	-	-	-
Bus Operations:							
Estimated Hours							
Cost per Hour							
Estimated Operating Cost							
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations		-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS	-	-	-	-	-	-	-

17. Please enter Operating category that best represents the project above (This will be reviewed during Work Plan development)

Bus Operations Transit Plan Administration Tax District Administration

18. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Design							
Construction							
Equipment							
Land - Right of Way							
Other	200,000						
TOTAL CAPITAL COSTS	200,000	-	-	-	-	-	-

20. Please enter Capital category that best represents the project above (This will be reviewed during workplan development)

Transit Infrastructure Vehicle Acquisition BRT CRT Other

Assumptions for Costs and Revenues Above:

21. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above.

One time request based on quote received from vendor

* Base year is the year of this project sheet submission.

REQUEST #	FY 2024 Orange Transit Work Plan Project Amendment Request Form Operating and/or Capital	FY START DATE
		Apr 2024

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Orange County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Chapel Hill Transit Short Range Transit Plan Update	Chapel Hill Transit	Caroline Dwyer cdwyer@townofchapelhill.org	Base Year	
			FY 2025	
			Cumulative	
Estimated Start Date	Estimated Completion	Notes	Capital Cost	
Apr-24	N/A		Base Year	\$ 150,000
			Cumulative	
Project Description/Scope	Enter below a summary of the project amendment and impact on approved plan.			
Amend project appropriation category from Operating to Capital.				
1. Enter Orange Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes

TOTAL

2. Orange Transit Project ID(s) to Reduce

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes

TOTAL

3. Impact on Transit Plan Project Costs

From above, indicate whether amounts impact operating or capital budgets in Orange Transit Plan.	Estimated Operating Cost	Current Year	-150,000
		Recurring	\$ -
	Estimated Capital Cost	Base Year	150,000
		Cumulative	

Net zero impact

4. Is this project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

FY24 Q4

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

Funding for the SRTP will remain unused at the end of FY24

7. List any other relevant information not addressed.

This amendment request has no financial impact on the adopted transit plan.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes					-	-	-
Contracts				-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour							
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS		-	-	-	-	-	-

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning	150,000						
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	150,000	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)

Capital funding for SRTP update is based on recently executed competitive planning contracts.

REQUEST #	FY 2024 Orange Transit Work Plan Project Amendment Request Form Operating and/or Capital	FY START DATE
		Apr 2024

Type of Amendment Minor Major

Minor Amendments:

- a. An amendment that requires a transfer between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or less than \$250,000;
- b. Changes to any adopted financial assumptions supporting the applicable Work Program that does not have a significant impact on the overall revenue or expenditure forecast, which is defined to be no more than a one percent (1%) over the life of the plan;
- c. Changes in reporting requirements for performance on implementation elements authorized in the applicable Work Program;
- d. Changes in funding amounts less than \$250,000 for implementation elements programmed in future fiscal years;
- e. Any other change that does not meet any of the criteria of a Minor Amendment is a Major Amendment.

Major Amendments are required when:

- a. A project requested to be added to the Work Plan
- b. A project requested to be removed from the Work Plan
- c. Changes to any adopted financial assumptions supporting the applicable Work Program that does have a significant impact on the overall revenue or expenditure forecast, which is defined to be over one percent (1%) over the life of the plan;
- d. Changes in scope for implementation elements programmed in current and future fiscal years;
- e. Any amendment that requires a transfer of funds between capital or operating funding categories
- f. Any change that requires a change in budgeted reserves or fund balance.

These definitions are based on the Orange County Transit Work Plan Amendment Policy Update, which gives more clarity to the definitions without changing their meaning.

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Town of Chapel Hill FY24 Safe Streets for All (SS4A) Supplemental Grant	Town of Chapel Hill	Josh Mayo jmayo@townofchapelhill.org	Base Year	
			FY 2025	
			Cumulative	
Estimated Start Date	Estimated Completion	Notes	Capital Cost	
May-24	Dec-24		Base Year	\$ 50,000
			Cumulative	
Project Description/Scope	Enter below a summary of the project amendment and impact on approved plan.			
This project provides a local match for an awarded SS4A grant. The Town of Chapel Hill will conduct a safety study along Martin Luther King Jr. Boulevard to identify short-term and long-term solutions for road user safety. This project will address safety along the town's busiest transit route, and will complement existing planning around the North-South Bus Rapid Transit project.				
1. Enter Orange Transit Project ID(s) to Increase				

Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TBD	Safe Streets for All (SS4A) Supplemental Grant	Capital	\$50,000		
TOTAL					

2. Orange Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TBD	CHT Short Range Transit Plan Update	Capital	\$ 50,000		
TOTAL					

3. Impact on Transit Plan Project Costs			
From above, indicate whether amounts impact operating or capital budgets in Orange Transit Plan.		Estimated Operating Cost	Current Year Recurring
			\$ -
		Estimated Capital Cost	Base Year Cumulative
Net zero impact			

4. Is this project Operating, Capital or Both? Operating Capital Both

5. What is the timeframe for the request? Are you requesting a full year of funds or a partial year to be annualized in future fiscal years?

FY24 Q4

6. What is the expected outcome(s) if this request is funded? What is the alternative if the request is not funded?

If the Town of Chapel Hill cannot provide a local match, the federal SS4A will be forfeited.

7. List any other relevant information not addressed.

This amendment request has no financial impact on the adopted transit plan.

8. Please enter estimated appropriations to support expenses. Enter FY 2024 and the estimated annualized cost in FY 2025 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2026 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2026 and/or beyond, delete the calculation(s) in columns E-H.

Cost Break Down of Project Request							
OPERATING COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Growth Factors	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%
Salary & Fringes					-	-	-
Contracts				-	-	-	-
Bus Operations:							
Estimated Hours			-	-	-	-	-
Cost per Hour							
Estimated Operating Cost	-	-	-	-	-	-	-
Bus Leases			-	-	-	-	-
Park & Ride Lease			-	-	-	-	-
Other			-	-	-	-	-
Other			-	-	-	-	-
Subtotal: Bus Operations	-	-	-	-	-	-	-
Other (Describe)			-	-	-	-	-
Other (Describe)			-	-	-	-	-
TOTAL OPERATING COSTS		-	-	-	-	-	-

9. Please enter estimated appropriations to support contractual commitments and other expenses related to proposed capital projects.

CAPITAL COSTS	FY24	FY25	FY26	FY27	FY28	FY29	FY30
Planning	50,000						
Design							
Construction							
Equipment							
Land - Right of Way							
Other							
TOTAL CAPITAL COSTS	50,000	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

10. Please state any assumption(s) used to calculate the capital and operating dollars and revenues shown above. (include details)



Connecting all points of the Triangle

FY2025 Travel Requests by Member

Vivian Jones

- No requests

Sally Greene

- *MPACT Transit + Community* Conference | Philadelphia, PA \$4,000

Susan Evans

- unspecified \$4,000

Patrick Hannah

- Tentative - APTA Transit Board Members Seminar | San Jose, CA \$4,500

The budget also covers the RTA Transportation Breakfast and Annual Meeting, the NC Transportation Summit and other local events.





Connecting all points of the Triangle

FY2025 Conference Requests

July 9-12, 2024	COMTO 53rd National Meeting & Training Conference Houston, TX	
July 13-16, 2024	APTA Transit Board Members Seminar San Jose, CA	
	1. Patrick Hannah – tentative	\$4,500
Sept. 29-Oct. 2, 2024	APTA TRANSform Conference Anaheim, CA	
October 20-23, 2024	MPACT Transit + Community Conference Philadelphia, PA	
	1. Sally Greene	\$4,000
May 18-20, 2025	APTA Legislative Conference Washington, DC	
Spring 2025	WTS International Conference TBD	
2025 TBD	Regional Transportation Alliance [RTA] Leadership Briefing & Tour	
2025 TBD	Greater Raleigh Chamber of Commerce <i>Inter-City Visit</i> & Leadership Conference	
TBD	Unspecified	
	1. Susan Evans	\$4,000

The budget also covers the RTA Transportation Breakfast and Annual Meeting, the NC Transportation Summit and other local events.

