
Wednesday, November 15, 2023

12:00 p.m.

GoTriangle Board Room

Board members present | Mary-Ann Baldwin, Corey Branch [arr. 12:04 p.m.], Patrick Hannah, Brenda Howerton, Sig Hutchinson [arr. 12:50 p.m.], Vivian Jones, Elaine O'Neal, Michael Parker, Sally Greene

Board members attending remotely | Valerie Jordan [left 12:10 p.m.], Jennifer Robinson [arr. 1:13 p.m.]

Board members absent | Michael Fox

Chair Brenda Howerton officially called the meeting to order at 12:02 p.m. A quorum was present.

I. Adoption of Agenda

Action: The agenda was adopted by consensus.

II. Recognition

Board chair Brenda Howerton recognized Elaine O'Neal and Sig Hutchinson for their service on the board. Howerton also thanked Hutchinson for his service as immediate past board chair. Board members also offered their appreciation.

III. Public Comment

No comments.

IV. Consent Agenda

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

The following consent agenda items were approved:

- October 25, 2023 | Regular Session Minutes.
- Approved the FY2024 Q2 Wake, Durham and Orange County Transit Plan amendments and budget ordinance amendments.
 - Ordinance 2023 0025 Wake Operating Fund Budget Amendment
 - Ordinance 2023 0026 Wake Capital Fund Budget Amendment
 - Ordinance 2023 0027 Durham Operating Fund Budget Amendment
 - Ordinance 2023 0028 Durham Capital Fund Budget Amendment
 - Ordinance 2023 0029 Orange Operating Fund Budget Amendment
 - Ordinance 2023 0030 Orange Capital Fund Budget Amendment

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

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

None.

B. Operations & Finance Committee Report

Michael Parker stated that in addition to the transit plan amendments approved on the consent agenda, the committee received updates on fare restoration and the short range transit plan.

1. Interlocal Agreement for Regional On-Board Origin and Destination Survey

Parker introduced Paul Black for a presentation on the Interlocal agreement for the regional on-board origin and destination survey. Black's presentation is attached and hereby made a part of these minutes.

Black stated that this initiative was approved in 2019 and included in the fiscal 2020 work programs for Durham and Orange. The City of Raleigh is the project manager and DCHC MPO approached GoTriangle to administer the funds on their behalf. He explained that this is a behavioral survey, with its data used in the regional model, for Federal requirements such as Title 6 and other grant applications. The project was put on hold during the pandemic until travel behavior normalized. The agreement between Raleigh and GoTriangle allows for billing and accounting from the Durham and Orange Transit Plans to the city of Raleigh for this project.

Action: On motion by Parker and second by O'Neal the board voted to authorize the President/CEO to execute the Interlocal agreement with the City of Raleigh for the Regional On-Board Origin and Destination Survey. Upon vote the motion was carried unanimously. The agreement is attached and hereby made a part of these minutes.

C. Planning & Legislative Committee Report

Vivian Jones reported that the committee also received a presentation on the short range of transit plan. She said the board would be considering adoption of the plan in January.

VI. Other Business**A. President and CEO's Report**

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

Lattuca highlighted the following items:

- Board member folders include several news releases, the monthly employee newsletter and information cards for each of the county transit plans.
- Sandra Freeman reviewed the monthly executed contracts.

- Provided an update to the Wake County Board Commissioners Growth & Sustainability Committee along with GoRaleigh and CAMPO. The committee asked that we address the full Board of Commissioners at a future meeting.
- Have a meeting scheduled with GoRaleigh about security issues at the downtown bus station.
- Met with Wake County and CAMPO staff about the vehicle rental tax issue. Sandra shared sales tax revenue projections and the positive trends compared to forecasts from 2017. A work group has been formed to continue discussions. Wake County offered to work with GoTriangle on any legislative initiatives. Additionally, the three county managers, executive directors of the MPO and myself will hold regular meetings to discuss transit matters.
- GoTriangle staff participated in a “Can the Van” food drive for the Durham Rescue Mission. The value of donations was \$2,500.

Howerton asked for an update on the organizational chart and financial review. Lattuca stated that the new organizational chart would be discussed during the board’s small group meeting next week. Responses to the financial review RFP are being evaluated.

1. Operations Update

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

Vinson Hines shared the following statistics from October:

- Average weekday ridership: 6,590 up 7.7% from 2022; up 2.5% from 2019.
- Average Saturday ridership: 3,746, up 30.5% from 2022; up 83.7% from 2019.
- Average Sunday ridership: 2,371, up 11.6% from 2022; up 106% from 2019.
- Paratransit average weekday trips: 157, up 14.9% from 2022; up 3.4% from 2019.
- Paratransit average Saturday trips: 68, up 112.5% from 2022; up 54.5% from 2019.
- Paratransit average Sunday trips: 27, up 107.7% from 2022; up 80% from 2019.
- Operators: 62 fulltime, 13 part-time, 9 trainees.
- Next training class scheduled for December.
- Paratransit expected to be fully staffed for the first time in 8 years.
- Turnover for operators five years or less, 6.47% in October; 37.8% year-to-date.
- Paratransit turnover, 0% in October; 13.3% year-to-date.
- Police responded to 1 incident in October [vandalism] and EMS, 1.

Hines added that there was a pedestrian incident in Chapel Hill on Saturday. The passenger was transported from the scene.

Hines also responded to a question from last month, regarding turnover for operators with five or less years of service. He noted that GoTriangle’s goal is 2%.
Bus operations - 6.47% turnover for October, year-to-date 37.77%
Paratransit – 0% turnover for October, year-to-date 13.33%

2. Capital Projects Status Report

Katharine Eggleston reported on the following projects:

- RUS Bus - Work is underway preparing the site for foundation work, which is anticipated to take four to six months. Vertical construction is expected to start in the spring. We are working with the development partner and General Contractor to ensure all the management documentation and safety plans are in place. The design process is almost complete for the bus facility and we are working with our development partner and their contractor to ensure the budget is staying on track. We also are working with FTA and USDOT on a request to amend the grant agreement to align the scope and bus scope with the available budget. The project is on track toward a summer 2025 opening of the bus facility.
- Durham micro transit program – This program is funded by the Durham Transit Plan and managed by GoTriangle. Following some budget challenges with use exceeding projections we made some program changes in July; however, the budget continues to trend over available funding. We are working on additional program changes to reduce the subsidy and number of subsidized rides accessible per person per month in order to keep the program within budget for the budget year. The program will transition to the City of Durham for FY2025 for better coordination with the city and county demand response program.
- Rapid bus studies – Staff is working on a scope for a rapid bus study to look at opportunities to improve GoTriangle’s regional service to connect BRT projects our partners are developing. The goal is to ensure our bus service connects these BRT systems with fast and reliable service into the future. We are working with our partners to ensure all efforts are well coordinated and to identify the infrastructure and service improvements needed.
- Real Estate Update - Gary Tober reported that GoTriangle filed an escrow amount and fair market value along with condemnation on property for the Hillsborough Park and Ride. GoTriangle will continue to negotiate a settlement with the person/entity with the property interest and work with Orange County on construction of the parking lot. As a reminder there were no displacements on this vacant, one-acre parcel. Also, GoTriangle is under contract with CityPlat LLC for .99 acre at 324 W Lane St, Raleigh for \$14.5 million. We will work with them through the rezoning and assist with site plan approval. The anticipated closing is FY2025.

D. General Counsel’s Report

Byron Smith commended the legal staff on their work and due diligence in some difficult transactions. He reported that the department attended the 2023 Passenger Rail Law Workshop hosted by the Commuter Rail Coalition.

E. Chair's Report

Chair Howerton stated that board members would receive committee appointments for 2024 soon. Small group meetings are scheduled for November 29.

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

Sig Hutchinson meeting later today. No report.

2. Regional Transportation Alliance (RTA) Representative

Lattuca reported on the RTA Leadership meeting. There was discussion of the BRT groundbreaking in Raleigh as well as a 2024 priority, reconstruction of Highway 1 into a limited access highway to relieve some congestion on the road. NCDOT does not have the funds to complete the full project so there is talk about converting it to a toll road in order to complete it sooner. RTA is forming a transit committee to build support for more BRT construction and planning.

3. DCHC MPO Board Representative

Michael Parker reported that DCHC MPO started planning for the 2055 MTP, reviewing the goals and public engagement strategy.

Vivian Jones noted that she read two GoTriangle employees were recognized by the Association for Commuter Transportation for 40 Under 40 Awards. Eric Curry stated they were Chris S. Clark and Stefan Walz.

VII. Adjournment

Action: Chair Howerton adjourned the meeting at 1:23 p.m.

Prepared by:



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