
Wednesday, December 20, 2023

12:00 p.m.

GoTriangle Board Room

Board members present | Susan Evans, Patrick Hannah, Brenda Howerton, Vivian Jones, Sally Greene, Leonardo Williams [arr. 1:07 p.m.]

Board members attending remotely | Mary-Ann Baldwin [arr. 12:02 p.m.], Jennifer Robinson [arr. 12:01 p.m.]

Board members absent | Corey Branch, Michael Fox, Valerie Jordan, Michael Parker

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

I. Adoption of Agenda

Action: The agenda was adopted by consensus.

II. Oaths of Office

Board treasurer and Wake Forest Mayor Vivian Jones administered the oath of office to Susan Evans, representative for Wake County.

III. Public Comment

No comments.

IV. Consent Agenda

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

The following consent agenda items were approved:

- November 15, 2023 | Regular Session Minutes
- Adopted Resolution 2023 0003*approving the GoTriangle Agency Safety Plan (Revision 1)*
 - Authorized the President/CEO to execute a contract for strategic planning services with TransPro Consulting, LLC for an amount not to exceed \$284,220

*These items are attached and hereby made a part of these minutes.

V. Presentations

A. FY2023 Audit Report

Sandra Freeman first announced that GoTriangle had received its 29th Certificate of Achievement for Excellence in Financing Reporting for FY2022 from the Government Finance Officers Association. She then introduced Scott Anderson, CPA, Cherry Bekaert Director. His presentation is attached and hereby made a part of these minutes.

- GoTriangle was issued an unmodified opinion on its financial statements.
- No corrected or uncorrected misstatements identified.

- No inappropriate accounting policies or practices noted.
- No issues noted in related party relationships and transactions.
- No significant unusual transactions.
- No circumstances or relationships that create threats to auditor independence.
- No significant difficulties dealing with management in performing and completing the audit.
- No disagreements with management related to the financial statements.
- No consultations with management on difficult or contentious matters.
- Management representation letter dated November 30, 2023.
- No management consultations with other outside accountants.
- Normal professional discussions with management, no conditions to retention.
- No fraud, illegal acts or violations of laws and regulations noted.
- No events or conditions noted that indicate substantial doubt about GoTriangle's ability to continue.

Anderson clarified that no opinion is expressed on internal controls; however, there is a walkthrough of internal controls for the purpose of designing audit procedures. Generally for government audits Cherry Bekaert will test controls over cash disbursements, cash receipts and payroll in order to determine whether or not ending balances can be relied upon.

VI. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Planning & Legislative Committee Report

Vivian Jones reported that the committee received a presentation on the onboard customer survey results and the short range transit plan, which will be coming to the board for approval next month.

VII. 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.

Highlights:

- The board will receive a presentation on GoTriangle's procurement process in January.
- NCDOT has received a \$1 billion federal grant for the high-speed S-line project.
- GoTriangle will present to the CAMPO executive board in January.
- The sale of property to the Town of Cary is complete. The agreement includes a promise of parking spaces for future rail service.
- Two board members will attend the updated board member orientation in January.
- Board members are encouraged to attend the RTA Annual Meeting January 26.

- Shared information sheets, “Public Transportation Sales Tax and County Transit Plans.”
- CRX and DRX will be suspended December 25-29.

1. Operations Update

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

Vinson Hines shared the following statistics from September:

- Average weekday ridership: 6,327 up 9.7% from 2022; up 2.9% from 2019.
- Average Saturday ridership: 3,671, up 33.2% from 2022; up 133% from 2019.
- Average Sunday ridership: 2,227, up 12.3% from 2022; up 103% from 2019.
- Average weekday boardings - paratransit: 149, up 20.2% from 2022; down 1.3% from 2019.
- Average Saturday boardings - paratransit: 52, up 33.3% from 2022; up 73.3% from 2019.
- Average Sunday boardings - paratransit: 26, up 85.7% from 2022; up 4% from 2019.
- Operators: 71 fulltime, 14 part-time, 10 trainees.
- Police responded to 0 incident in November and EMS, 1.

Hines reported that the next training class is scheduled for January. The CRX and DRX to be suspended December 25-29 due to an operator shortage and reduced holiday demand. The suspension matches the schedule of GoTriangle’s university partners. He stated that staff returned to the bus operations and maintenance facility on November 28, following the accidental fire in the parts and inventory room on October 4. He added that there were no injuries. Hines also reported that 47 of 77 legacy fareboxes are operational.

2. Capital Projects Status Report

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

RUS Bus Update

- Authorization of \$11 million for early private overbuild activities was provided to the developer from the Wake Transit Plan.
- USDOT/FTA gave preliminary approval to the grant agreement amendment related to scope changes with no reduction to grant amount.
- The project is on budget at \$37.9 million with \$2.1 million in contingency.
- Phase 2 construction DBE goal is 13.78%.
- Test piles are complete and no unanticipated conditions were identified.

Eggleston added that the joint MPO rail subcommittee will lead an additional study effort in FY2025 to evaluate in more detail an incremental approach to passenger rail. This will included evaluating opportunities for projects to improve safety, capacity and potential service in addition to Amtrak’s Piedmont service.

Williams arrived.

D. General Counsel's Report

No report.

Board treasurer and Wake Forest Mayor Vivian Jones administered the oath of office to Leonardo Williams, representative for the City of Durham.


E. Chair's Report

Chair Howerton reported that there had been no confirmation of the Town of Chapel Hill appointment to GoTriangle's board. She said should Michael Parker continue in that role, he will represent the board on the DCHC MPO, and she would be the alternate. Patrick Hannah will be the board's representative on the CAMPO Executive Board. She stated that she will serve as the RTA representative. Committees will meet on the 1st Wednesday afternoon of the month in 2024.

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