



GoTriangle
Board of Trustees
May 25, 2022
12:00 pm-2:30 pm Eastern Time

Based on NC Safer At Home executive orders in response to COVID-19, the GoTriangle Board of Trustees will meet remotely on Wednesday, May 25, 2022, at 12:00 p.m.

*Click here to: Join Webex Meeting
Or dial: +1 415-655-0003
Access code: 2433 259 3227*

I. Call to Order and Adoption of Agenda

(1 minute Sig Hutchinson)

ACTION REQUESTED: Adopt agenda with any changes requested.

II. Recognition

A. Employee Service Awards

(5 minutes Charles Lattuca)

III. Public Hearing | FY2023 Proposed Budget

IV. Public Comment

(Sig Hutchinson)

The public comment period is held to give citizens an opportunity to speak on any item. The session is no more than thirty minutes long and speakers are limited to no more than three minutes each. Speakers are required to sign up in advance with the Clerk to the Board at mdawson@gotriangle.org.

V. Consent Agenda

(1 minute Sig Hutchinson)

Items listed on the consent agenda are considered as a single motion. At the request of any Board member, or member of the public, items may be removed from the consent agenda and acted on by a separate motion. Items pulled from the consent agenda will be placed at the beginning of the general business agenda for discussion and action. Any Board member wishing to remove an item from the consent agenda should advise staff in advance.

ACTION REQUESTED: Approve consent agenda.

A. Budget Work Session Minutes | May 11, 2022

B. Special Session Minutes | May 11, 2022

C. Wake Transit FY2022 Q4 Proposed Wake Work Plan and Budget Amendment

O&F RECOMMENDATION: Approve the FY2022 Q4 Wake Transit Work Plan and budget amendment 2022 0007.

Ordinance 2022 0007 | Wake Capital Fund Budget Ordinance Amendment

FY2022 Q4 Budget Change Impact

Detailed Individual Project Amendment Requests

D. Contract for GoDurham Bus Stop Improvements

O&F RECOMMENDATION: Authorize the President/CEO to award and execute a contract with Whitley Contracting Inc. for construction, installation of bus stop amenities, and other related bus stop improvements at 11 GoDurham bus stop locations in the amount of \$368,573.50, plus an additional \$36,426.50 for project contingency.

VI. Presentations

A. Orange County Transit Plan Update

(15 minutes Meg Scully)

Caroline Dwyer, Consultant

GoTriangle Orange County Transit Plan Unfunded Priorities

Agenda Item Abstract

Memo from Project Manager

Presentation

B. Durham and Orange Transit Governance Study Update

(30 minutes Jay Heikes)

Adam Howell, Consultant

Memo from Study Team

Presentation

VII. General Business Agenda

Items listed on the general business agenda are for discussion and possible action. Such designation means that the Board intends to discuss the general subject area of that agenda item before making any motion concerning that item.

A. Items Removed from the Consent Agenda

(1 minute Sig Hutchinson)

ACTION REQUESTED: Discuss and take action on any items removed from the consent agenda.

B. Operations & Finance Committee Report

(5 minutes Renee Price)

C. Planning & Legislative Committee Report

(5 minutes Vivian Jones)

D. New Business

VIII. Other Business

A. President & CEO's Report

(5 minutes Charles Lattuca)

Contracts

New Hires & Promotions

1. Operations Update

(5 minutes Vinson Hines)

2. Capital Projects Status Report

Presentation - Major Projects Update

(10 minutes Katharine Eggleston)

B. General Counsel's Report

(5 minutes Byron Smith)

C. Chair's Report

(5 minutes Sig Hutchinson)

D. Board Member Reports

1. CAMPO Executive Board Representative

(5 minutes Will Allen III)

2. Regional Transportation Alliance (RTA) Rep.

(5 minutes Will Allen III)

3. DCHC MPO Board Representative

(5 minutes Michael Parker)

IX. Adjournment

(Sig Hutchinson)

Service Awards

Congratulations, and thank you for your service!

Bernadette Parrish 10 Years

Bernadette serves as full-time Senior Customer Information Specialist and team lead for nights and weekends. With over 25 years of customer service experience, she is known for the pride she takes in helping and working with people.

Bernadette was a proud nominee for GoTriangle's first Leadership Academy and participated in NCSU ITRE Transit Leadership and Development Program. She also holds a Certification in Customer Service Supervision from College American Management Association.

Bernadette says her mother worked for GoTriangle's former Customer Service Director, Laurie Barrett, and while attending the agency's many functions back then with her mom, she always knew she would love working here.

Bernadette is the proud mother of four well-rounded young ladies and an even prouder grandmother of five...soon to be six... grandchildren. She enjoys carpentry, exploring the annual parade of homes, interior design and traveling.



Aaren Landrum

15 Years

Aaren currently serves as GoTriangle's Regional Information Center Manager.

She is an Orlando native who, before joining GoTriangle, had a rewarding career with Verizon communications and the airline industry. Aaren is known for her direct approach and her passion for assisting others. She says she strives for honesty, integrity, determination and dedication in all aspects of her life.

She has been married to the love of her life for nearly 15 years. They have a blended family, and Aaren is a proud mommy to daughter, Jyren, and son, Aaran, and a bonus mom to three beautiful daughters, and "Ni-Ni" to four amazing grandchildren.

In her spare time, Aaren helps her daughter with her boutique venture <https://pozzibilitiez.com/> and managing her Airbnb. Aaren enjoys cruising, decorating, coordinating events and the company of family and friends.



Majid Mohammed 15 Years

Majid Mohamed has been GoTriangle's IT Manager since August 2018. He is responsible for our technology, including the wide-area-network in three office locations, network security and infrastructure, telephone technology and Microsoft cloud applications. He also provides day-to-day support for nearly 300 GoTriangle employees.

Previously, Majid was our Network Administrator for five years. He was responsible for modernizing the back-end system hardware from a traditional single-server single application to a more advanced, reliable UCS blade. He also worked on virtualization technology and provided crucial network technology solutions.

Majid earned a Bachelor of Science degree in Industrial Technology from East Carolina University and holds five major professional IT certificates: VMware (VCP), Microsoft (MCSA), Cisco (CCNA), CompTIA A+ and Network +. Before joining GoTriangle, Majid served as a Linux System Administrator in an appraisal firm in the Triangle area for 3 years.



Amber Warren

15 Years

Amber joined GoTriangle in May 2012 as a part-time Customer Information Associate I. At the time, she was also a part-time college student and a part-time employee at Best Buy Mobile. She is currently Regional Customer Information Coordinator, where she is responsible for training all new Customer Information Specialists and overseeing Quality Assurance for the Regional Information Center Team.

Amber has also had the opportunity to work in GoTriangle's dispatch office as a liaison with Transit Operations and the Information Center Team. Last year, she was nominated to be a part of the first session of Academy.

Amber is a Durham native and a mom to one vivacious daughter, Ava! Amber says that over the years, GoTriangle's flexibility and remote work option have been a great help to her in her roles as a mother to Ava and as a student.



Thank you all for your service and a job well done!





**BOARD OF TRUSTEES
SPECIAL MEETING | BUDGET
MEETING MINUTES**

4600 Emperor Boulevard
Suite 100
Durham, NC 27703

Wednesday, May 11, 2022

11:00 a.m.

Virtual | Webex

Board members present | Will Allen III, Corey Branch, Brenda Howerton, Sig Hutchinson, Vivian Jones, Renée Price, Jennifer Robinson

Excused absences | Elaine O'Neal, Michael Parker, Stelfanie Williams

Other Board members absent | Michael Fox, Valerie Jordan

Chair Sig Hutchinson officially called the meeting to order at 9:12 a.m. A quorum was present.

Action: On motion by Jones and second by Allen the agenda was adopted. Upon vote by roll call, the motion was carried unanimously.

Sandra Freeman reviewed the proposed FY2023 budget workbook, which is attached and hereby made a part of these minutes.

Current GoTriangle budget assumptions for FY2023:

- Total Revenue \$57 million [down from \$77.8 million in FY2022].
- Total Expenditures \$61 million [down from \$72.5 million in FY2022].
- Deficit of \$4 million.
- No CARES Act/ARP funds [down from \$15.8 million FY2022].
- SMAP funding \$2.8 million [flat to FY2022].
- Vehicle Rental Tax revenues \$5.6 million [up from \$4.1 million in FY2022] – 50% allocated to Durham-Orange and Wake plans.
- Vehicle Registration Tax revenues of \$6.8 million [up from \$6.3 million in FY2022].
- No fares or consignments revenues budgeted.
- Plaza building expenses \$395,000; no rental income budgeted.
- Total headcount of 288, including county transit plans [up from 281 in FY2022].
- Average merit 3%; maximum merit 4% [no change from FY2022].
- 5% increase in employee healthcare costs [no change in \$500 annual employee contribution for employee-only coverage].
- Bus revenue hours of 142,961, directly operated and including Durham, Orange and Wake [up slightly from FY2022 total of 141,118].
- Contracted bus service hours 11,757 [down from 11,665 hours in FY2022].
- Bus service current cost per hour \$128 [down from \$129 in FY2022].
- Capital requests \$25.7 million [not yet budgeted].

Assumptions for the Durham Transit Plan:

- Total revenue \$39.1 million [down from \$58.6 million in FY2022], which includes:
 - Half [1/2] cent sales tax \$35.5 million.
 - Vehicle rental tax \$1.2 million.
 - \$7 county vehicle registration tax \$1.7 million.
 - \$3 regional vehicle registration tax \$0.7 million.
- Total expenditures:
 - Tax district administration \$0.4 million.
 - Transit plan administration \$2 million.
 - Transit operations \$9.8 million.
 - Transit infrastructure capital expense \$13.7 million.
 - Vehicle acquisitions capital expense \$0.4 million.

Assumptions for the Orange Transit Plan:

- Total revenue \$10.6 million [down from \$14.2 million in FY2022], which includes:
 - Half [1/2] cent sales tax \$8.8 million.
 - Vehicle rental tax \$0.6 million.
 - \$7 county vehicle registration tax \$0.8 million.
 - \$3 regional vehicle registration tax \$0.4 million.
- Total expenditures:
 - Tax district administration \$0.3 million.
 - Transit plan administration \$0.5 million.
 - Transit operations \$4.5 million.
 - Transit infrastructure capital expense \$0.6 million.
 - Vehicle acquisitions capital expense \$0.2 million.
 - Bus Rapid Transit capital expense \$1.8 million.

Assumptions for the Wake Transit Plan:

- Total revenues \$121.7 million [down from \$297.8 million in FY2022].
 - Half [1/2] cent sales tax \$107.5 million.
 - Vehicle rental tax \$3.8 million.
 - \$7 county vehicle registration tax \$6.9 million.
 - \$3 regional vehicle registration tax \$3 million.
 - Other revenue \$0.5 million.
- Total expenditures:
 - Tax district administration \$0.6 million.
 - Transit plan administration \$5.5 million.
 - Transit operations \$21.7 million.
 - Community Funding Area operating expense \$2 million; capital expense \$0.1 million.
 - Bus Rapid Transit capital expense \$7.6 million.
 - Bus infrastructure capital expense \$35.7 million.
 - Bus acquisitions capital expense \$3.7 million.

Board members commented on and discussed:

- The need to drawdown from reserves to balance the proposed budget.
- The timing to pull back the vehicle rental tax being shared with the counties. This discussion will continue to include the impact it will have on the county transit plans.
- Indexing the \$5 vehicle registration fee for inflation. This discussion will continue particularly regarding the timing of approaching the General Assembly.

Action: Chair Hutchinson adjourned the meeting at 11:21 a.m.

Sig Hutchinson, Chair

Attest:

Michelle C. Dawson, CMC
Clerk to the Board



BOARD OF TRUSTEES MEETING MINUTES

4600 Emperor Boulevard
Suite 100
Durham, NC 27703

Wednesday, May 11, 2022

11:00 a.m.

Virtual | Webex

Board members present | Will Allen III, Corey Branch [left 12:55 p.m.], Brenda Howerton, Sig Hutchinson, Vivian Jones, Michael Parker, Renée Price [arr. 12:54 p.m.], Jennifer Robinson

Excused absences | Michael Fox, Valerie Jordan, Elaine O'Neal, Stelfanie Williams

Chair Sig Hutchinson officially called the meeting to order at 11:36 a.m. A quorum was present.

I. Adoption of Agenda

Action: On motion by Allen and second by Howerton the agenda was adopted. Upon vote by roll call, the motion was carried unanimously.

II. Recognition of John Hodges-Copple

Board Chair Hutchinson presented for consideration a resolution in recognition of the 30 years of service by John Hodges-Copple to TJCOG and the region. Board members offered words of appreciation and tribute to Hodges-Copple. Chair Hutchinson then read the resolution for the record.

Action: On motion by Hutchinson and second by Branch the Board adopted *Resolution 2022 0001 Resolution of the GoTriangle Board of Trustees Honoring the Service of John Hodges-Copple*. Upon vote by roll call, the motion was carried unanimously. The resolution is attached and hereby made a part of these minutes.

III. Public Comment

No comments.

IV. Consent Agenda

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

The following consent agenda items were approved:

- March 23, 2022 | Regular Session Minutes.
- March 23, 2022 | Closed Session Minutes.
- April 13, 2022 | Special Session Minutes.
- Authorization for the President/CEO to award and execute a contract with Kimley-Horn and Associates, Inc. for a Durham Bus Stop Optimization Study, not to exceed \$330,000.
- Authorization for the President/CEO to enter into a contract amendment with Kaplan Kirsch & Rockwell LLP, extending the contract term to June 30, 2023, and increasing funding by \$150,000 to support RUS Bus and by \$200,000 to support Commuter Rail.

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

None.

B. Operations & Finance Committee Report**1. FY2023 Board Travel Requests**

Chair Hutchinson referred to the travel requests by Board members in the agenda package. He said the Committee recommended carrying these forward an additional month.

C. New Business

None.

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

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

Lattuca reported on the following items:

- He thanked Mayor O'Neal, Commissioner Howerton and staff from the county, city and GoTriangle who participated in the Braggtown tour. A follow-up meeting is being scheduled with all the agencies involved to talk about how to resolve some of the problems.
- A presentation on D-O LRT project expenses was given to the Durham Board of Commissioners and other meetings have been scheduled for the Orange County Board of Commissioners and the Durham City Council as well as to the community.
- Patrick Stephens, Chief of Operations, is retiring this month. Vinson Hines will be the Acting Chief of Operations.
- A new Chief of Communications has been hired and will start May 17.
- Durham has eliminated the testing requirement for unvaccinated employees and GoTriangle will also suspend its testing requirements.

1. Operations Update

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

Patrick Stephens thanked Board members and staff for their support. He offered the following highlights from bus operations during his tenure:

- Introduced GoTriangle's role in emergency management in the region, including support for hurricane relief and Covid-19 response.
- Developed a level buying program for buses and through a repowering program have been able to extend the life of the fleet.
- In the process of installing a new CAD/AVL system.
- Procured a new radio system for bus operations.
- Relocating paratransit operations to the Plaza Building to create more space at an overcrowded operations and maintenance facility.

2. Capital Projects Status Report

Katharine Eggleston provided an update on the bus stop improvement program, with a focus on the Braggtown community. The presentation is attached and hereby made a part of these minutes.

She reminded the Board that GoTriangle has a contract with the City of Durham for management of the GoDurham bus system, which includes management of small capital improvement projects such as bus stops. There are approximately 1,000 bus stops in Durham, the majority of them being for GoDurham, with some shared stops and a few GoTriangle-only stops within the county. Ten stops in Braggtown have been improved over the last few years.

She explained that GoTriangle had conducted an inventory of all existing stops to assess existing conditions in 2020 and plans to update that inventory this summer. Working with the City of Durham and NCDOT, GoTriangle staff plans and prioritizes to determine the stops that will go through the design, permitting, right-of-way acquisition and construction process. The process is continual to keep the working moving throughout the year. The goal is to bring groups of 10-15 stops that are ready for construction to the Board every two months for contract award.

The prioritization methodology looks at ridership and assigns bonus points for stops that are categorized as opportunity stops or those that are located in environmental justice [EJ] or Black, Indigenous, and People of Color [BIPOC] communities; provide access to destinations that serve seniors, youth and persons with disabilities and locations that have roadway safety issues.

GoTriangle manages the construction process, procuring construction contracts, providing oversight of the contractor and inspecting the work for quality assurance.

Eggleston stated that staff is committed to increasing coordination with Durham County, the City of Durham and NCDOT, in particular the Durham's Neighborhood Improvement Services group. She stated that on the recent tour in Braggtown staff identified some bus stops where immediate improvements can be made by installing a light on existing electric poles or installing a 2-seat bench where there is adjacent sidewalk.

Eggleston talked about the Bus Stop Optimization Study which will identify opportunities for potential consolidation of stops that are very close together in order to provide faster, more reliable trips and relocate stops in places where safe and accessible improvements can be completed more quickly. She said constructability will be a large concern in the study and the expected outcome is a plan for adjusted or confirmed locations for bus stops throughout Durham to support efforts to make safety and accessibility improvements at every stop in the system in the coming years. She added that the bus stop improvements program is ramping up to complete improvements at up to 75 locations per year.

Eggleston then provided an update on capital projects. Her report and presentation are attached and hereby made a part of these minutes.

RUS Bus

Eggleston stated that construction has been initiated, with asbestos abatement being the first step followed by demolition of the building. She added that staff continues to monitor project delivery risks; a third risk workshop is scheduled this month. She offered a list of the top ten risks being monitored:

- Schedule – BUILD grant sunset date
- Multi-party team communication
- Development agreement execution
- Developer knowledge of federal requirements
- Market cost uncertainty
- Private overbuild interface scope impacts due to market conditions
- Private overbuild funding
- Third party coordination requirements/schedule
- Project scope/costs
- Alignment of private and public incentives

Greater Triangle Commuter Rail project

Eggleston stated the updated Metropolitan Transportation Plans and TJCOG's opportunity analysis indicate significant new job growth between 2020 and 2050 along the corridor identified for commuter rail as well as into north Raleigh and points north along the S-line corridor. She said this further confirms that commuter rail connecting Durham and Wake counties, and potentially Johnston County, will align very well with where region is projecting significant growth in jobs over next 30 years.

Additionally she stated that between 2020 and 2040 the region will add more than 750,000 people with a projected 700,000 additional vehicles to already congested roadways. Eggleston shared that preliminary analysis suggests commuter rail could provide 12,000 trips per day by 2040, again confirming that commuter rail investment in the region would provide an excellent alternative to travel on congested roadways.

Eggleston then shared maps of four primary locations where Norfolk Southern railroad capacity modeling identified a need for additional capacity improvements beyond the double track that has always been assumed to be part of the scope of the project. She said these improvements are needed to provide a fluid system to support on-time commuter rail and on-time intercity trains and then freight trains without additional delay:

- Additional siding in Burlington to eliminate freight delays at an Alamance County industrial facility. She stated improvements outside primary study area are not unexpected.
- Extending the double track from west Durham station to an existing siding towards Orange County to prevent delay for westbound freight trains. Staff is

discussing whether the existing siding can be extended as opposed to adding this whole length of double track.

- Additional track at the East Durham yard to allow freight operations to occur completely off the main line and give passenger trains dedicated access to the two mainline tracks [not identified in modeling, but recommended by Norfolk Southern to provide safe and reliable operations].
- Additional crossovers and additional track in Cary.
- A small improvement in Johnston County even if the service terminates in Garner.

GoTriangle has asked Norfolk Southern to respond to some potentially more cost effective solutions to the capacity issues they have identified. Eggleston said GoTriangle is waiting for a cost proposal from Norfolk Southern for modeling the additional scenarios for more all day and evening service.

Eggleston added that GoTriangle is looking at opportunities throughout the corridor to take advantage of the significant federal grant funding available. STV is providing an assessment of the corridor and potential projects that could be submitted independently to overlay what we are envisioning to do through New Starts.

She said once this assessment is complete, potential projects would need to be matched with grant opportunities and non-federal match dollars also identified. Operating and maintenance commitments will need to be made as well as determining who the sponsor or submitting agency for the grants will be and the timing for those submissions.

B. General Counsel's Report

Byron Smith reported a Board resolution was adopted in 2005 that defines what employee policies should come to the Board for approval. The Board discussed the need to refine the definitions in that resolution of "major" and "minor" amendments as well as the process for reviewing and revising all policies. Parker reminded Board members that the General Counsel was directed to bring recommendations from staff for amendments to internal policies and the Operations & Finance Committee to recommend amendments to the By-laws and Rules of Procedure. He suggested that the General Counsel and the Chair of the Operations & Finance Committee develop a schedule for this work. Price stated that the by-laws were distributed to the Board with instructions to share any concerns or recommendations for revision to the General Counsel. Howerton stated she felt that personnel responsibilities should go through the Personnel Committee.

Smith then reported that legal work continues on the RUS Bus project regarding exhibits that will not be signed until sometime later. He said the parties continue to work cooperatively.

C. Chair's Report

Chair Hutchinson offered the following comments:

- Thanked staff for the work on the RUS Bus project.
- Offered the Board's appreciation to Pat Stephens.
- Reported on a recent meeting with NCRR and applauded the communication between the organizations.
- Reminded Board members of the regular monthly meeting on May 25 and that the Planning & Legislative Committee will meet that day and receive presentations on commuter rail ridership and demographics.
- The Board tentatively plans to return to in-person meetings in June.
- July Board meetings have been canceled. He encouraged members to take that time to rest and refresh.
- Thanked those involved for organizing and participating in the tour of Braggtown and encouraged staff to make the issues raised a priority.
- Encouraged staff to continuing listening to the Durham community and answering their questions regarding the D-O LRT project.

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

Will Allen III reported a report was received on the CAMPO office move from downtown Raleigh to Fenton in Cary. The Triangle Bikeway Study and final report was endorsed. The Greater Triangle Commuter Rail opportunity analysis reports on land use, affordable housing and travel markets were presented as well as the FY2023 Wake Transit Work Plan. CAMPO will be looking at census data to help determine if boundary expansions are possible. CAMPO also is considering a new sponsoring agency.

2. Regional Transportation Alliance (RTA) Representative

Will Allen III stated that the only report is from the South Florida commuter rail trip. He reiterated one of biggest lessons learned: collaboration, trust and teamwork is required to execute and deliver projects such as theirs. He said the jurisdictions overcame any competitiveness and dissention and distrust in order to work together.

3. DCHC MPO Board Representative

Michael Parker said the MPO Board received an interim report on the governance study being done cooperatively for Orange and Durham counties. He said what remains to be resolved are the composition and voting rights of the Staff Working Groups and how the annual work plan is approved. The group also received an overview of the Durham and Orange County annual work plans.

4. RTA Trip Reports

Written reports from Will Allen, Corey Branch, Brenda Howerton, Sig Hutchinson and Elaine O'Neal are attached and hereby made a part of these minutes.

VII. Adjournment

Action: Chair Hutchinson adjourned the meeting at 1:34 p.m.

Sig Hutchinson, Chair

Attest:

Michelle C. Dawson, CMC
Clerk to the Board

MEMORANDUM

TO: Operations and Finance Committee
FROM: Finance & Administrative Services
DATE: May 5, 2022
SUBJECT: **Wake Transit FY 2022 Q4 Proposed Wake Work Plan/Budget Amendment**

Strategic Objective or Initiative Supported

Implement the Wake Transit Plan with Transit Planning Advisory Committee

Action Requested

Staff requests that the GoTriangle Operations & Finance Committee recommend to the GoTriangle Board of Trustees the approval of the FY 2022 Q4 Wake Transit Work Plan amendments.

Background and Purpose

Two major amendments and one minor amendment that includes 42 separate project agreement period of performance extension and re-encumbrance of balance of funds for previously adopted projects are Included in this attachment for approval:

1. Two (2) Major Amendments.
 - a. *GoTriangle: Farebox Upgrades and Mobile Ticket Technology.*
 - b. *City of Raleigh: Farebox Collection Technology Upgrades.*
2. One (1) Minor Amendment
 - a. Extension of multiple project agreement period of performance and re-encumbrance of funds.

As a part of the packet presented with this memorandum, the committee will find:

- Detailed Individual Project Amendment Requests
- TPAC subcommittee Financial Disposition
- Public Comments

At the time of the GoTriangle Operations and Finance Committee receiving 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 2022 Q4 Wake Transit Amendments during May 18th Executive Board Meeting.

Financial Impact

The proposed amendments, if recommended by this committee and approved by the Board of Trustees, will decrease the Wake Transit Work Plan by \$2,028,121

Staff Contact(s)

- Steven Schlossberg, Budget and Finance Manager, sschlossberg@gotriangle.org, (919) 485-7590
- Sandra Freeman, CFO/Director of Finance and Administrative Services, sfreeman@gotriangle.org, (919) 485-7415



2022 0007

**GOTRIANGLE
FISCAL YEAR 2022**

TRIANGLE TAX DISTRICT - WAKE CAPITAL FUND BUDGET ORDINANCE AMENDMENT

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, 2021, and ending June 30, 2022:

	Original	Revised
Article 43 ½ Cent Local Option Sales Tax	\$ 83,620,577	\$ 86,731,064
Allocation from Wake Capital Fund Balance	44,739,770	55,743,159
Reallocation of Reserves	0	0
<i>Prior Year Commuter Rail Transit Reserve</i>	0	(13,650,000)
<i>Bus Rapid Transit Reserve</i>	0	13,650,000
Bus Rapid Transit Reserve (Allocation: City of Raleigh)	0	13,650,000
Total	\$ 128,360,347	\$156,124,223

Section 2. The following amounts hereby are appropriated in the **Triangle Tax District - Wake Capital Fund** for the fiscal year beginning July 1, 2021, and ending June 30, 2022:

	Original	Revised
Capital Planning		
GoTriangle	\$ 650,000	\$ 650,000
Community Funding Area		0
Town of Knightdale	50,000	50,000
Research Triangle Foundation	263,463	263,463
Bus Infrastructure		0
GoTriangle	8,439,000	8,251,500
City of Raleigh	7,192,160	6,883,536
Town of Cary	35,776,000	50,356,000
Reserve	4,080,000	4,080,000
Bus Acquisition		0
City of Raleigh	12,773,312	12,773,312
Bus Rapid Transit		0
City of Raleigh	12,000,000	25,680,000
Allocation to Wake Capital Fund Balance	<u>47,136,412</u>	<u>47,136,412</u>
Total	\$ 128,360,347	\$156,124,223

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 New Bern Avenue 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. Capital funds included under the commuter rail reserve allocation in Ordinance 2020 0011 of the adopted Fiscal Year 2020 Wake Transit Work Plan have been transferred to the Bus Rapid Transit reserve and then appropriated to the City of Raleigh to fund the FY2022 quarter 2 amendment for project TC005-A1.

Section 8. 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.

ADOPTED THIS THE 23RD DAY OF FEBRUARY 2022.

Sig Hutchinson, Board of Trustees Chair

ATTEST:

Michelle C. Dawson, Clerk to the Board

FY22 Budget Change Impact - Wake Transit Plan

	<u>Revenue</u>	<u>Expenditures</u>	<u>Reserve/Cash Impact</u>	<u>Fund Affected</u>	<u>Comments</u>
FY22 Approved Budget	\$ 286,733,899	\$ 239,597,494	\$ 47,136,405		
<i>Amended FY22 Budget (Nov 2021)</i>	\$ 286,341,026	\$ 239,204,621	\$ 47,136,405		
Amended FY22 Budget (February 2022)	\$ 297,587,289	\$ 250,450,884	\$ 47,136,405		
Prior Year Carry Forward Revenue	(2,028,121)		(2,028,121)	43	Eliminate Prior Year Revenue associated with Amendments
City of Raleigh (GoRaleigh Capital)	-	(1,278,121)	1,278,121	43	Release of Funds attributable to Farebox Collection Technology Upgrades.
GoTriangle Capital	-	(750,000)	750,000	43	Release of Funds attributable to Farebox Collection Technology Upgrades.
Amended FY22 Budget (May 2022)	\$ 295,559,168	\$ 248,422,763	\$ 47,136,405		
Changes from Amendments	\$ (2,028,121)	\$ (2,028,121)	\$ -		

FY2022, Quarter 4, Requested Wake Transit Work Plan Amendments									
REQUESTED MAJOR/MINOR AMENDMENTS									
Agency	Project ID	Project Title	FY 21 Original Funding Allocation	FY 22 Original Funding Allocation	FY 22 Requested Funding Allocation	FY 22 Funding Impact	Reason for Major/Minor Amendment Status		
Operating Budget Amendment Requests - None									
Total Operating Funding Impact							\$	-	
Capital Budget Amendment Requests									
Agency	Project ID	Project Title	Original Funding	Funds Remaining to Re-	Recommend Extension	Funding/Scope Impact	Reason for Major/Minor Amendment Status		
GoTriangle	TC002-AB	Farebox Upgrades and Mobile Ticket Technology	\$1,400,000	\$508,947	2 years (12/31/2024)	(\$750,000)	Major Amendment: Project is requesting to unencumber roughly 50% of the project allocation to return to Capital Fund balance. Also, extension of project period of performance and re-encumbrance of balance of funds.		
City of Raleigh	TC002-AA	Farebox Collection Technology Upgrades	\$ 1,600,000	\$ -	N/A	(\$1,278,121)	Major Amendment: Project is requested to be closed and remaining funds unencumbered and returned to Capital Fund Balance.		
Agency	Project ID	Project Title	Original Funding Allocation	Funds Remaining to Re-Encumber	Recommend Extension	Funding/Scope Impact	Reason for Major/Minor Amendment Status		
City of Raleigh	TC002-AD	Cross Link/Rock Quarry Transfer Point Improvements	\$62,623.00	\$62,623.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		
City of Raleigh	TC002-AE	Hillsborough/Gorman Transfer Point Improvements	\$62,624.00	\$62,624.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		
City of Raleigh	TC002-AG	MLK/Rock Quarry Transfer Point Improvements	\$308,624.00	\$295,913.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		
City of Raleigh	TC002-AH	Hillsborough/Jones Franklin Transfer Point Improvements	\$62,624.00	\$62,624.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		
City of Raleigh	TC001-F	Support Acquisition Vehicles (13 Buses)	\$6,531,846.00	\$736,801.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		
City of Raleigh	TC005-A1	New Bern Corridor BRT Project Development & Final Design	\$6,781,924.00	\$2,639,388.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		
City of Raleigh	TC005-A2	BRT Refinement & Project Development Southern Corridor	\$5,180,040.00	\$4,197,056.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		
City of Raleigh	TC005-A3	BRT Refinement & Project Development:Western Corridor	\$6,930,040.00	\$3,428,427.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		
City of Raleigh	TC005-A4	BRT Refinement & Project Development Northern Corridor	\$2,107,996.00	\$1,891,071.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds		

City of Raleigh	TC002-V	Coordinated ADA Facility	\$2,750,000.00	\$2,750,000.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
City of Raleigh	TC002-AC	Midtown Transit Center	\$364,000.00	\$364,000.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
City of Raleigh	TC002-T	East Raleigh Community Transit Center	\$2,000,000.00	\$2,000,000.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
City of Raleigh	TC002-S	Bus Shelters/Amenities (Design, Land Acquisition, Construction)	\$1,205,000	\$634,490	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
City of Raleigh	TC002-T	East Raleigh Transit Center (Planning & Design)	\$350,000	\$329,031	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
City of Raleigh	TC002-V	GoRaleigh/GoWake Access Paratransit Maintenance and Operations Facility (Feasibility & Design)	\$350,000	\$334,880.24	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
City of Raleigh	TC002-G	Construction of Poole Road Park-and-Ride Facility	\$1,140,000	\$798,791.58	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-A	Raleigh Union Station Bus Facility	\$7,260,000	\$6,990,218	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-Y	Systemwide Bus Stop Improvement	\$250,000	\$195,582	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-M	Bus Stop Improvements for New Routes	\$494,000	\$494,000	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-K	Existing Park-and-Ride Lot Improvements	\$333,000	\$270,301	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC003-D	ERP System	\$458,333	\$458,333	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-K	Short-Term Park-and-Ride Lot Improvements	\$75,000	\$75,000	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-M	Bus Stop Improvements for New Service	\$425,000	\$268,316	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-U	Initial Up-fit for Passenger Amenity Storage & Fabrication Facility	\$150,000	\$67,700	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-O	Long-Term Park-and-Ride Feasibility Study	\$500,000	\$378,802	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC001-C	Bus Purchase (Expansion / New)	\$2,500,000	\$2,500,000	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC001-D	Bus Purchase (Expansion / New)	\$2,500,000	\$60,493	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-J	Paratransit Office Space Upfit	\$568,124	\$517,904	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds

GoTriangle	TC002-N	New Regional Transit Center Facility Feasibility Study	\$312,500	\$55,845	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC003-D	Enterprise Resource Planning (ERP) System	\$458,333	\$188,551	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-A	Design of Raleigh Union Station Bus Facility	\$700,000	\$700,000	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-A	Design of Raleigh Union Station Bus Facility	\$2,700,000	\$639,798	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
GoTriangle	TC002-B	Design of GoTriangle Bus Operations Maintenance Facility	\$200,000	\$95,480	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Cary	TC002-C	Systemwide Bus Stop Improvements/ADA Enhancements	\$399,110	\$399,110	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Cary	TC002-C	Systemwide Bus Stop Improvements/ADA Enhancements	\$495,000	\$261,176	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Cary	TC002-E	Bus Operations Maintenance Facility	\$991,139	\$701,819	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Cary	TC002-Z	Fare Collection Technology Upgrade	\$200,000	\$116,293	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Cary	TC002-Q	Passenger Information Materials	\$100,000	\$34,406	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Cary	TC002-R	Bus Infrastructure Improvements/New Weston Parkway Route	\$1,016,000	\$442,949	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Cary	TC002-F	Downtown Cary Multimodal Transit Center (Feasibility/Design/Land Acquisition)	\$2,200,000	\$1,691,139	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Cary	TC002-E	Design of GoCary Regional Operations & Maintenance Facility	\$1,500,000.00	\$1,500,000.00	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds
Town of Holly Springs	TC002-W	Holly Springs Park-and-Ride Improvements	\$55,000.00	\$22,564.93	2 years (12/31/2024)	None	MINOR AMENDMENT: Extension of project agreement period of performance and re-encumbrance of funds

Wake Transit Project ID #
TC002-AB

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2021

Type of Amendment Minor ☐ Major ☒

Minor amendment – Required when there is:

A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000

A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000

Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:

A project requested to be added to the Work Plan

A project requested to be removed from the Work Plan

Significant changes in scope of funded project

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

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

Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Farebox Upgrades and Mobile Ticketing Tech	GoTriangle	Steven Schlossberg	Base Year	\$ -
			Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
	TBD	Reduction in previously approved funding	Base Year	\$ (750,000)
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
GoTriangle is unallocating \$750K of the allotted funding for this project. The transit provider will continue to monitor financial needs as this project progresses with the expectation of lowering the funding in the future.				
1. Enter Wake Transit Project ID(s) to Increase				

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

2. Wake Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC002-AB	Farebox Upgrades and Mobile Ticketing Tech	Bus Infrastructure	\$ 750,000		This is a reduction in previously approved funding
TOTAL			\$ 750,000	\$ -	

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 <u>EACH</u> 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?

--

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

GoTriangle is releasing these funds.

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)
b)
c)

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.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY22	FY23	FY24	FY25	FY26	FY27	FY28
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	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Design/NEPA	\$ -	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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

Wake Transit Project ID #
TC002-AA

FY 2022
Wake Transit Work Plan
Project Amendment Request Form
Operating and/or Capital

FY START DATE
7/1/2021

Type of Amendment Minor ☐ Major ☒

Minor amendment – Required when there is:

A transfer of funds between budget ordinance appropriations but requires less than a 20% change to a project appropriation for projects equal to or greater than \$500,000

A transfer of funds between budget ordinance appropriations but requires less than a \$100,000 change to a project appropriation for projects less than \$500,000

Any change that does not meet the criteria for a major amendment

Major amendment - Required when there is:

A project requested to be added to the Work Plan

A project requested to be removed from the Work Plan

Significant changes in scope of funded project

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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

Any change that requires a change in budgeted reserves or fund balance

New/Amended Project Name	Requesting Agency	Project Contact	Estimated Operating Cost	
Fare Collection Technology Upgrade	City of Raleigh	David Walker	Base Year	\$ -
		David.Walker@raleighnc.gov	Recurring	\$ -
Estimated Start Date	Estimated Completion	Notes	Estimated Capital Cost	
	Q4 FY22		Base Year	\$ -
			Cumulative	\$ -
Project Description	Enter below a summary of the project amendment and impact on approved plan.			
The City of Raleigh is unallocating this funding as it is not needed for any future use.				
1. Enter Wake Transit Project ID(s) to Increase				

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

2. Wake Transit Project ID(s) to Reduce					
Project ID	Project	Appropriation Category	Amount	Recurring Amount	Notes
TC002-AA	Fare Collection Technology Upgrade	Bus Infrastructure	\$ 1,278,121		This funding will not be needed for any additional fare collection technology. This project may be closed.
TOTAL			\$ 1,278,121	\$ -	

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 <u>EACH</u> of the questions below. Answer the questions as thoroughly as possible. Enter Non-Applicable (N/A) as appropriate.
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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?

--

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

The City is releasing these funds.

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)
- b)
- c)

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.

10. Please enter estimated appropriations below that will support expenses identified above. Enter FY 2022 and the estimated annualized cost in FY 2023 using the 2.5% growth factor, if applicable. The spreadsheet will calculate 2024 and beyond by 2.5%. If your project is not expected to have recurring costs in FY 2024 and/or beyond, delete the calculation(s) in columns E-I.

Cost Break Down of Project Request							
OPERATING COSTS	FY22	FY23	FY24	FY25	FY26	FY27	FY28
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	FY21	FY22	FY23	FY24	FY25	FY26	FY27
Design/NEPA	\$ -	-	-	-	-	-	-
Equipment	-	-	-	-	-	-	-
Land - Right of Way	-	-	-	-	-	-	-
TOTAL CAPITAL COSTS	-	-	-	-	-	-	-

Assumptions for Costs and Revenues Above:

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



Wake County Transit Planning Advisory Committee TPAC Budget and Finance

Financial Disposition: March 29, 2022

Discussion:

The Budget Amendment process requires the review and provision of a financial disposition of all major and minor amendments that are submitted by the Transit Planning Advisory Committee (TPAC) Budget and Finance Subcommittee.

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

Requested Items for Committee Disposition:

Major Amendment Two (2) Amendments

- 1) **Farebox Upgrades and Mobile Ticket Technology** Major Amendment submission from the Triangle to reduce a portion of previously adopted funding for the Farebox Upgrades and Mobile Ticketing Technology project based on updated needs.
- 2) **Farebox Collection Technology Upgrades** Major Amendment submission from the City of Raleigh to reduce previously adopted funding for the Farebox Upgrades and Mobile Ticketing Technology based on project status.

Minor Amendment Two (2) project extension agreements period of performance Amendments

- 1) **Extension of project agreement period of performance and re-encumbrance of funds** Several project funding agreements that tie to project funding allocations authorized in previous Wake Transit Work Plans expire on December 31, 2022 and September 30, 2022 respectively. Per the Wake Transit Governance Interlocal Agreement, the project funding agreements that tie to project funding allocations in Wake Transit Work Plans are a component of the Work Plan that the AMP Executive Board and the Triangle Board of Trustees must approve/adopt each year.

Financial Impact of Proposed Amendments:

Net Impact to Wake Transit Plan: Decrease of \$2,212,121

FY22-Q4 Amendment Financial Impact

Ordinance Tag	Agency	Description	Wake Transit Adopted Funding Balance	Wake Transit Proposed Amended Budget	Revised Adopted Wake Transit Plan Funding
Bus Infrastructure	GoTriangle	Farebox Upgrades and Mobile Ticket Technology	\$1,258,947	(\$750,000)	\$508,947
Bus Infrastructure	City of Raleigh	Farebox Collection Technology Upgrades	\$1,278,121	(1,278,121)	-
Wake Transit Capital Expenditures				(\$2,028,121)	
Total Financial Impact - Wake Transit Work Plan				(\$2,028,121)	

Name	Email	Phone	Zip	Date	City	County	Source	Comments: Please submit comments on the FY22 4th Quarter Wake Transit Work Plan Amendment Requests. [#146470]
Monica Sanders	monicasanders503@gmail.com	+19199024091	27519	03/29/22			Web	West Cary needs a bus route and bus stops also.
			30080	03/29/22			Web	There is already a shortage of drivers, buses do not come on time, some hours are skipped and buses do not come at all. You might want to provide some incentive first to attract new drivers so you guys can work on getting it together first before starting new projects. Thank you for your service.
CH	fggfis@gmail.com		27613	03/30/22			Web	There are lots of people that live in Brier Creek and basically only two ways out. Get a frequent bus schedule in and out of Brier Creek to reduce traffic. Have some of this bussing go to RTP. Have shuttles that go to different sections of RTP so people who arrived by bus don't have to walk long distances in the sun (since you guys cut down all the trees).
Carter	carterwoliver@gmail.com			04/04/22			Web	Please do not get rid of mobile payment and if Apple Pay was in the works please do not get rid of that either.
				4/21/22			Web	Implement incentives to get more drivers - the operator shortage is impacting routes a lot. Another suggestion is to improve technologies that report the real time arrivals for buses- the schedule is off and bc of the shortage of drivers a lot of timings are missed
Cathleen Turner	turner.cathleen@gmail.com	401-479-9019		03/29/22			Web (Part 1)	Keep buses free forever. Reasons - you will not need to request additional funding for payment infrastructure. cost spared - it is the only reason why some people take the bus; you can't beat free when fuel costs are high - it makes it more accessible to members of the community - encourages spontaneous ridership - helps businesses by providing their customers easier access to them - No city the size of Raleigh provides free public transportation. Will help fuels Raleigh's growth and image of a city of the future We need more routes that are not planned to shuffle people from suburban areas to the city center. Doing this makes it difficult for people to travel to different parts of the city, and makes the bus less attractive. Hire better planners. Someone I quote below said that they requested sidewalks in their neighborhood, but Raleigh said that it was not possible because that is where the bus went. " When I first moved to my current neighborhood I saw online that you could ask the city to build sidewalks in neighborhoods that don't have them, so I did, because it is not great to walk on the roads in my neighborhood which are used as shortcuts by people who frequently speed. They said my neighborhood couldn't have sidewalks because we have a bus line running through the neighborhood. Amusing, no? Same people want a whole lot of folks to walk on the same sidewalk-less streets to get to the magical BRT, too." That is not acceptable. Pedestrian access to bus stops and routes are essential. If your planners do not have this understanding, please fire them and hire people who can actually do their job. This is city planning 101.;

Cathleen Turner	turner.cathleen@gmail.com	4014799019	03/29/22	Web (Part 2)	<p>Please read all the comments on problems with our cities bus transportation here: https://www.reddit.com/r/raleigh/comments/tqmvlp/reasons_why_its_nice_to_take_a_bus_instead_of/</p> <p>Ask yourself, do any of these comments mention better payment infrastructure? No. They talk about mainly</p> <ul style="list-style-type: none"> - lack of pedestrain accessibility to bus stops - lack of assessibility to park and rides to use bus for work commute - the fact that it takes hours to go to one location on bus while minutes in a car <p>Please evaluate your plan, and see if it fixes the pain points mentioned by the people in this thread. I post comments here for your convenience:</p> <p>"Unfortunately, our spoke-based routing system means it would turn my 15 minute drive into a 2+ hour commute."</p> <p>"I would love to take the bus downtown. But it takes me 5 minutes to drive there, and it's about an hour by bus."</p> <p>"I'd love to take the bus, but it takes 3x as long as driving anywhere and if you miss your bus, you need to wait at least 30 minutes for the next one. It's just not worth it!"</p> <p>"I took the bus and/or light rail 5 days a week for years when I lived in Pittsburgh. I am a huge supporter of public transit.</p> <p>But here? I have to jay walk across streets with no sidewalks where people speed just to get to my nearest bus stop. In the dark that could be deadly.</p> <p>Then it would take me 1.5 hours to get somewhere I could go in 12 minutes by car.</p> <p>Make it easy and sensible to use public transit and ridership will go up. It's not rocket science."</p> <p>"Part of the reason is the bus system here sucks. It'll take you 6 hours to get across town."</p> <p>"I took the bus from the suburbs to Raleigh 2-3 days a week for a few months, several years ago. I enjoyed having time to read a book and not deal with traffic, and I had a bus stop just outside my neighborhood so I could walk to it. Another stop was about 1.5 miles away with plenty of parking. However a couple things made it unworkable for me (although some of these may have changed): our spoke/hub system sucks, I had to wait to transfer busses downtown rather than find a route directly from my home neighborhood to work neighborhood like I always could in Maryland. The busses to my area only ran during rush hour and I had a school age child. I will say, and did say at the time, that even with rush hour only I would take the bus daily if I worked right downtown. Yes it would take longer than driving but I would be reading, and I wouldn't have to park etc. Also less impulse drive-thru snacking on the way home."</p> <p>"We live in Fuquay. My wife doesn't drive, is stay at home and would absolutely love to take our kid into downtown for the day - between Marbles, Read with me bookstore, the squares, coffee and ice cream shops there's plenty to do. We also live under 2 miles from an FRX stop and it's a relatively easy walk.</p> <p>The only problem is a major one - the last bus into downtown is at 7:35am. That's a complete joke. I get that they are trying to attract commuters and my family isn't typical. But shit, that just sucks. Even one bus at lunchtime for people working half days would be amazing.</p> <p>(As a side note, this also shows another huge failure of the bus system - Holly Springs and Fuquay have 100,000 people between them now. There's two bus routes, both go express to downtown Raleigh during rush hour only. What a fucking joke for a major part of the county.)"</p> <p>"The problem is that gas still isn't expensive enough and traffic isn't bad enough. This means people choose to live far away from their jobs or drive across the city for groceries.</p> <p>I used the bus quite a bit before, but got frustrated that the #6 15 minute frequency never happened yet. It was supposed to happen last year. Now I bike. I'll still use the bus when it's rainy or cold."</p> <p>"Its really nice if you can afford to spend the time on it. I live in Garner and was doing errands when I realized I needed to get something from Downtown Raleigh. I didn't have much gas and didn't really feel like driving down there anyways. I parked my car in a parking lot, waited like a few minutes for the bus show up (I got lucky, that thing only shows up once an hour), went downtown, quickly got the thing i was after and was able to take the same bus back to Garner.</p> <p>That was a real nice experience, it was free, I didn't have to drive, and didn't have to worry about gas or parking or anything. That's awesome!</p> <p>But I also got really lucky. Lucky that there was a route from where I was to where I needed to go. Lucky that I only had to wait a few minutes for it to pick me up (from Garner and from Moore Square.) Lucky that there was a parking lot for me to park in that no one would care I was in (also, I needed to drive to reach that bus stop, kind of negates the purpose of public transportation.) Most importantly, Lucky I could turn my 40 minute errand into a 100 minute errand without issue."</p>
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Connecting all points of the Triangle

MEMORANDUM

TO: GoTriangle Board of Trustees Operations & Finance Committee
FROM: Planning and Capital Development
DATE: April 26, 2022
SUBJECT: Contract for GoDurham Bus Stops Improvements

Strategic Objective or Initiative Supported

2.4 Ensure an attractive and accessible transit environment

Action Requested

Staff requests that the Committee recommend that the Board of Trustees authorize the President/CEO to award and execute a contract with Whitley Contracting Inc. for construction, installation of bus stop amenities, and other related bus stop improvements at 11 GoDurham bus stop locations in the amount of \$368,573.50. Staff also requests authorization of a total contract budget in the amount of \$405,000 in order to include \$36,426.50 for project contingency.

Background and Purpose

The adopted Durham County FY2020 and FY2021 work plans include funding for GoTriangle to contract for construction of bus stop improvements on the GoDurham system. The first group of 16 GoDurham bus stop improvements were completed in April 2021. A second group of 17 bus GoDurham bus stop improvements were completed in November 2021. The third group of 12 started April 2022.

This contract is for construction of a fourth group of GoDurham bus stop improvements at 11 bus stop locations.

The Invitation for Bids (IFB), released on March 23, 2022, included construction opportunity notifications transmitted to over 40 certified DBE contractors. The IFB closed on April 19, 2022, and GoTriangle received three responsive and responsible bids as listed below:

1. Whitley Contracting Inc. (DBE)	\$368,573.50
2. Lanier Construction Co. Inc. (DBE)	\$ 382,487.00
3. Browe Construction Co. (WBE)	\$ 543,150.00

Financial Impact

The adopted FY2021 Durham County Transit work plan includes \$2,500,000 for design, construction, real estate, and purchase of amenities for GoDurham bus stop projects over a multi-year period.

GoTriangle staff budgets \$50,000 on average for each stop improvement including design, real estate, construction, and management expenses. Recent rising costs put this group slightly over that average (about \$53,000 per stop); however, other recent groups have been completed under budget and the program remains on track overall. GoTriangle staff is closely tracking costs and bid averages for this program, and will reassess the overall program budget regularly.

Attachments

None

Staff Contacts

- Willie Reid, (919) 314-8751, wreid@gotriangle.org
- Richard Major, (919) 485-7483, rmajor@gotriangle.org
- Katharine Eggleston, (919) 485-7564, keggleston@gotriangle.org



MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Planning and Capital Development
DATE: April 27, 2022
SUBJECT: Orange County Transit Plan Update

Strategic Objective or Initiative Supported

1.2 Pursue service improvements and expansion opportunities

Action Requested

None

Background and Purpose

GoTriangle is participating with DCHC MPO and Orange County in the development of updates to the Orange County Transit Plan. The project manager and consultant for the Orange County plan will provide an update of the plan development status and upcoming activities.

Financial Impact

None

Attachments

- GoTriangle Orange County Transit Plan Unfunded Priorities
- Agenda Item Abstract
- Memo from Project Manager
- Presentation

Staff Contacts

- Katharine Eggleston, keggleston@gotriangle.org, 919 485-7564
- Meg Scully, mscully@gotriangle.org, 919 485-7455



GoTriangle Orange County Transit Plan Unfunded Priorities, Version: May 16, 2022

Capital

This document includes a list of capital and operating projects that are not funded, but are included in other planning efforts, including adopted plans where noted. A version of this list has been shared with the consultant team and project management staff for the Orange County Transit Plan for consideration in the planning process previously and most recently for inclusion as a list of unfunded priorities in the plan.

Priority	Project Name	Total Cost	FY	Adopted Plan	Comment
1	Regional Transit Center (CON)	\$1,120,000 (10% of local share)	2024-6	2050 MTP, GoT Strategic Plan	Funded in Durham and Wake Transit Plans.
2	Regional Bus Operations and Maintenance Facility (PE)	\$50,000 (10% of local share)	2023	GoT Strategic Plan	Feasibility Study funded by Orange, Wake, Durham plans. PE funded in Durham and Wake
3	Regional Bus Operations and Maintenance Facility (CON)	\$500,000 (10% of local share)	2024+	GoT Strategic Plan	Funded in Durham and Wake Plans
4	Improve 10 GoTriangle bus stops	\$500,000	Flexible	2050 MTP	Top 10 bus stops by based on ridership, demographics, and community facilities/services. Project can be scaled and phased in batches of 5 bus stops (1 bus stop = \$50,000 PE+ROW+Con). All stops shared with CHT and/or OCPT
5	US 15-501 BRT Study	\$1,000,000	Flexible	2050 MTP	Coordinate with MPO, NCDOT, Durham, and CHT. Effort to include Major Investment Study, Alternatives Analysis, design and operational concepts. This is a follow-on to the MPO-led update to the draft 15-501 Corridor Study.
6	Chapel Hill / Carrboro Layover and Electric Charing Facility	\$2,000,000 (local match to federal grant 20/80)	Flexible	In progress Fleet and Facilities Study	Location / Scope To be determined in ongoing Regional Fleet and Facilities Study. Shared charging facility with Chapel Hill Transit. Goal to support 5339(C) application for Lo-No Emission vehicles and fleet transition, including on-route charging facilities. Cost accounts for escalation through 2030.
7	NC 54 / Farrington Park and Ride	\$1,000,000 (Orange Share)	Flexible	N/A	Shared with Durham. Coordinate with UNC, Durham, and NCDOT project I-6006. Support additional park and ride capacity in NC 54 / I-40 corridor serving trips to UNC and Raleigh. Includes bus ramp to I-40 EB. Cost accounts for escalation through 2030. Property currently owned by GoTriangle.
8	Arterial Bus Rapid Transit on 15-501 (UNC Hospitals to County Line)	~\$5 M / mile 25M Total	2030+	2050 MTP (2040 Horizon Year)	CHT provided a similar comment to include a UNC – UNC Eastowne BRT in the plan. Incremental Step towards BRT on US 15-501 Corridor. Includes Shoulder widening, TSP, potential Queue Jumps, Stations. Coordinate with NCDOT Project (STIP ID U-5304). Cost accounts for escalation.

9	Arterial Bus Rapid Transit on NC 54 East (US 15-501 to County Line)	~\$5 M / mile 5M Total	2027+	2050 MTP (2040 Horizon Year)	Incremental Step towards BRT on NC 54 East Corridor. Includes Shoulder widening, TSP, potential Queue Jumps, Stations. Coordinate with NCDOT project (STIP ID-U774). Cost accounts for escalation.
10	Full BRT on 54 and 15-501	~50 M / mile 300M Total	2040+	2050 MTP	Cost to implement Silver+ BRT [ITDP scale] included in the outyears of the MTP. Cost accounts for escalation. This would build on projects 8 and 9 in a future year to achieve the full BRT build-out envisioned in the 2050 MTP.

Operating

The improvements listed are regional priorities as identified by Service Planning staff based on an analysis of transit propensity completed as a part of the Orange Transit Plan and 2050 Metropolitan Transportation Plan. These recommendations were developed in coordination with the effort to identify transit improvements as a part of the 2050 MTP.

Priority	Project Name	Comment
1	Improvements to 400/405 service on 15-501 Corridor	Improve service on these routes incrementally, as soon as funding is available. For instance, adjust peak service to provide consistent 15-minute frequencies and improve early evening span. Do not wait until all funds and capital improvements are in place for full package of 400/405/J/D improvements.
2	Midday and Evening service on route 420	Coordinate with OCPT service to provide consistent service pattern between peak and off-peak service to provide a single service that is more legible to transit users who may make one trip during peak hours and another trip off-peak.
3	Provide all day service on Route 805	
4	Weekend Service on 420	
5	Increase Frequency on Route 800	Provide additional frequency to in the medium – long term to support additional development at Southpoint, HUB RTP and others. Provide additional service to support future BRT as included in the 2050 MTP.



**GoTriangle Board of Trustees
AGENDA ITEM ABSTRACT**

Meeting Date: May 25, 2022

Subject: Orange County Transit Plan Update, Check-in Presentation

Attachments:

1. Memo from Renaissance Planning
2. PowerPoint Presentation

PURPOSE: To present a check-in of the Orange County Transit Plan (OCTP) Update process and draft recommendations for new bus operations and capital projects for preliminary feedback and comments that may inform a draft plan.

BACKGROUND: In 2012, the Orange County Board of County Commissioners (BOCC) along with the Durham-Chapel Hill Carrboro Metropolitan Planning Organization (DCHC MPO) and GoTriangle adopted Orange County's first comprehensive Transit Plan. This Plan was funded using a newly-adopted Article 43 Half-Cent Sales Tax, and it included investments in new and expanded bus service and new capital infrastructure projects such as the Chapel Hill North- South Bus Rapid Transit Project, the Hillsborough Train Station, and the Durham-Orange Light Rail Transit (D-O LRT) Project. The Plan was updated in 2017 to meet federal requirements associated with the D-O LRT Project.

In March 2019, the D-O LRT Project was discontinued. This project was central to the Transit Plan; it was the Plan's primary investment, represented a critical partnership between Durham and Orange counties, and served as the transit infrastructure around which other transit services and growth strategies were planned. In response to the discontinuation of the light rail project, a staff team began the process of creating a potential planning framework to create a new Orange County Transit Plan that prioritizes investments, funds service improvements, and improves the resiliency of the public transit network.

At its November 17, 2019 meeting, the Orange County BOCC approved the planning framework for updating the Orange County Transit Plan. The framework included a Policy Steering Committee (PSC) composed of two (2) BOCC Commissioners serving as Co-Chairs, and one representative each from Chapel Hill, Carrboro, Hillsborough, and Mebane to lead the process. The County and/ or municipal appointees are intended to represent the interests of GoTriangle and DCHC MPO.

The PSC is aided by a staff team which is led by County staff and includes representatives from the same organizations as well as staff support from the Triangle J Council of Governments (TJCOG), the Triangle Area Rural Planning Organization (TARPO), and the University of North Carolina at Chapel Hill (UNC). Both the PSC and the staff team provide direction and guidance to the consulting firm whose tasks include analyzing data, facilitating public input processes, soliciting feedback from specific stakeholders, and drafting the Transit Plan. The new Plan is intended to outline transit investment priorities through 2040.



In January 2020, Orange County Planning staff began work with Renaissance Planning, Inc., the consulting firm chosen to update the Orange County Transit Plan. Over the past two years, planning staff and the consulting team have established key project deliverables and the timetable for their delivery, defined the scope of the consulting work, established a project website (www.octransit2020.com), created the public participation and outreach plans, and conducted regular meetings with the PSC, transit service providers, and key stakeholders with updates on the plan's progress.

Following is a list of key process milestones carried out by the Consultant, PSC, transit service providers and staff teams:

- Held bi-monthly meetings with progress updates for the PSC during the 2020 calendar year (May 2020)
- Received the Transit Choices Brochure (TCB), a visual document that illustrates the concepts and continuums of transit planning, and the Regional Connections Opportunity (RCO) Report, a technical assessment of key issues and opportunities for effective transit service (July 2020)
- Held the first Transit Summit over the Zoom platform and received a memo of key themes from the summit discussions and first public survey (October 2020)
- Met with Durham City and County representatives to discuss progress of Durham Transit Plan Update relative to the Orange County Transit Plan Update (November 2020)
- Received draft versions of conceptual scenarios and graphics with an accompanying memo (January 2021)
- Held recurring monthly PSC meetings over Zoom with updates for first half of 2021 (January 2021 – June 2021)
- Received final versions of conceptual scenarios and graphics with an accompanying memo (May 2021)
- Held an in-person Transit Summit for PSC members to discuss core values and visions for the fiscally-constrained plan and learned of aspirational future projects (July 2021)
- Received draft recommended network and plan as well as draft conceptual vision map for transit service provider feedback and scheduling of future PSC meetings (October 2021)
- Held PSC Work Session #1 to look at the final recommended network and conceptual vision map with purpose of permitting project management team to begin round 2 of public outreach (January 2022)
- Created public outreach opportunities with a second round of surveying (where over 1,000 surveys were collected) and two focus groups (held on February 8th and February 16th) that included local stakeholders (February 2022)
- Held PSC Work Session #2 to look at the feedback received from public outreach and assess the draft network, which resulted in a request to provide check-in presentations to the local elected boards (March 2022)

Key takeaways from the public outreach include the overall approval of projects as they were outlined and an agreement of the need for more regional projects in the future. After discussing the need to wait for the Transit Plan Governance Study to conclude prior to the Transit Plan Update's adoption, the PSC advised the project management team to begin scheduling check-in meetings with the municipalities in the local government as well as the BOCC.



Remaining Consultant Deliverables – Next Steps

Attachment 1 is a memo from Renaissance Planning that, among other items, outlines its remaining work and next steps of the Transit Plan Update. Generally, these items include:

- Check-in meetings with Carrboro, Chapel Hill, and Hillsborough. (As a courtesy, a check-in has been offered to the GoTriangle Board of Trustees if it can be accommodated in April.)
- Final PSC Work Session (May 20, 2022) ; and
- Delivery of a final report to the Orange County staff team.

Adoption Process

The 2017 Orange County Transit Plan was adopted by the Orange County BOCC on April 27, 2017, before it was adopted by DCHC MPO and the GoTriangle Board of Trustees on April 28, 2017. The final Plan Update will be brought to the Orange County BOCC after the summer meeting break; Orange County staff will bring the 2022 Transit Plan Update through the adoption process following the critical path outlined below:

Orange County:

- Orange Unified Transportation Board recommendation
- BOCC Public Hearing
- BOCC adoption consideration

DCHC MPO:

- Technical Committee recommendation
- Board adoption consideration

GoTriangle:

- Board adoption consideration

Attachment 1



May 25, 2022

To: Members of the GoTriangle Board of Trustees**From:** Caroline Dwyer, AICP, Project Manager, Renaissance Planning**Re:** Update Memo for the Orange County Transit Plan Update**Background**

In 2012, the Orange County Board of County Commissioners (BOCC), the Durham-Chapel Hill Carrboro Metropolitan Planning Organization (DCHC MPO), and GoTriangle adopted the Orange County's first comprehensive Transit Plan allocating the Article 43 Half-Cent Sales Tax dedicated to funding public transportation improvements in Orange County. The 2012 plan included investments in new and expanded bus service and capital projects such as the Chapel Hill North-South Bus Rapid Transit (N-S BRT), the Hillsborough Train Station, and the Durham-Orange Light Rail Transit (D-O LRT) project connecting employment, education, and health care centers in Durham and Chapel Hill.

The Orange County Transit Plan was last updated in 2017 to adjust financial projections and cost share information related to the D-O LRT. The subsequent discontinuation of D-O LRT in 2019 compelled the need for an additional update of the Orange County Transit Plan to confirm transit-related priorities and projects in Orange County, and to reallocate revenues collected through the County's half-cent transit sales tax.

Renaissance Planning was selected in 2020 to lead the team developing the Orange County Transit Plan Update. Team members include internationally-recognized transit planning firm Jarrett Walker & Associates (JWA) and the equity and inclusion experts at McClaurin Solutions. The project encompassed two main phases of planning. In Phase 1, the consulting team introduced key transit planning concepts and framed investment decisions within community values generating two conceptual transit scenarios (a high-ridership focused scenario and a geographic coverage-focused scenario). The project's second phase proposed a set of projects aligned with community values and priorities to include in the Plan update. These projects were thoroughly vetted with transit service providers, key stakeholders, the public, and the Plan's Policy Steering Committee (PSC). A plan and schedule for project implementation was also created.

The Transit Plan Update also includes a conceptual transit vision map in addition to projects that can be funded using transit tax revenues. The conceptual vision shows longer-term, regional, capital projects, such as bus rapid transit routes, that will require substantial funding support beyond what is generated through the County transit tax and close cooperation between regional partners.

Tasks by Phase		
Phase 1	T1	PSC Coordination
	T2	Transit Choices Brochure
	T2	Regional Connections Opportunities Report
	T3	Engagement Preparations
	T3	Engagement Wave 1
Phase 2	T4	Conceptual Scenario Development
	T5	Identify projects
	T5	Prioritization process development
	T5	Preferred Scenario
	T6	Engagement wave 2 prep
	T6	Engagement Wave 2
	T7	Revenue forecasting
	T8	Implementation Plan
	T8	Final Report

Figure 1 Project Tasks



The Orange County Transit Plan Update has eight primary tasks and numerous subtasks (Figure 1). The consulting team has completed seven of the eight tasks. Remaining tasks include drafting the plan's documentation and providing updates on the project to the BOCC, GoTriangle, Town of Chapel Hill, Town of Carrboro, and the Town of Hillsborough; an update was delivered to DCHC MPO in March 2022. Durham County is also currently updating their transit plan, and both counties plus DCHC MPO and GoTriangle are in the process of updating the governance plan underlying regional decisions and investments requiring joint cooperation, cost-sharing and more. The final Orange County Transit Plan Update documentation will be completed by the end of June. Plan approval and adoption will be conducted in the fall of 2022 to accommodate the ongoing governance plan update and the need to coordinate approval and adoption processes with multiple parties (Figure 2).

The remainder of this memo describes:

- Funding assumptions
- Outreach and engagement
- Transit projects included in the update
- Conceptual transit vision map
- Outline of transit plan documentation.

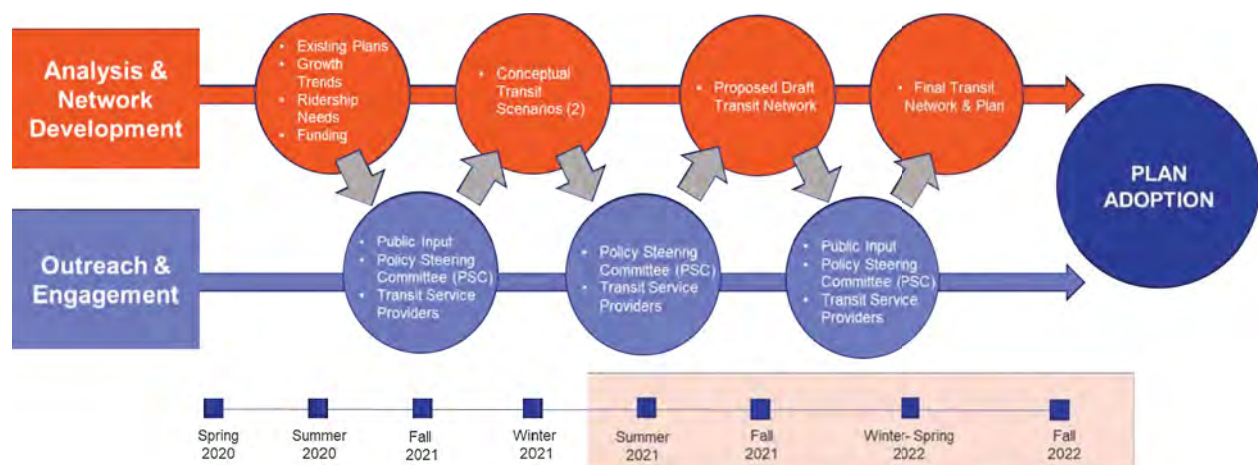


Figure 2 Project Schedule

Project Outreach and Engagement

Phase 1: Identify Needs & Priorities

The first phase of project outreach and engagement was conducted during the fall of 2020. Opportunities to participate included a virtual Transit Summit and a public survey. A more robust program of outreach and engagement was originally planned but had to be scaled back due to the emerging COVID-19 pandemic and related uncertainties. The Transit Summit was held on October 1, 2020 from 5-8 PM via Zoom. Participants were asked to pre-register and simultaneous translation (English/Spanish) was provided. Over ninety people registered and 58 participated during the event. The Summit featured lots of questions and answers and live polling; a recording is available on www.octransit2020.com. An online survey was also conducted during the month



of September 2020. Over two hundred individuals responded, 93% of whom live and/or work in Orange County and 62% who currently ride transit. The survey asked key questions to help guide investment decisions such as whether Orange County should prioritize investments on routes with higher ridership or if the County should prioritize expanding service to areas that don't currently have transit available, even if ridership is lower. The highest percentage of respondents (40%) indicated they thought service should be balanced between higher ridership and higher coverage service, even if it means less service overall.

Respondents also indicated a preference for:

- More service on Saturdays/weekends (most frequent request for improved service)
- Longer service hours (i.e., earlier in the morning and later in the evening)
- More frequent service/ less wait time between buses
- More amenities at transit stops (benches, shelters, lighting)
- More accessible information about routes and vehicle arrival times at stations/ stops

The feedback from this first round of engagement directly informed the identification of the projects proposed for the Transit Plan Update.

Phase 2: Vet Proposed Projects

The second phase of outreach and engagement for Orange County's Transit Plan Update focused on gathering feedback on the draft proposed transit projects and a conceptual transit vision plan, guiding future investments. Outreach was conducted both in-person and online, in English and in Spanish, to maximize visibility and accessibility. In-person outreach prioritized key transit corridors and stops, which were identified with input from contacts at GoTriangle, Chapel Hill Transit, Orange County Public Transportation, and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization.

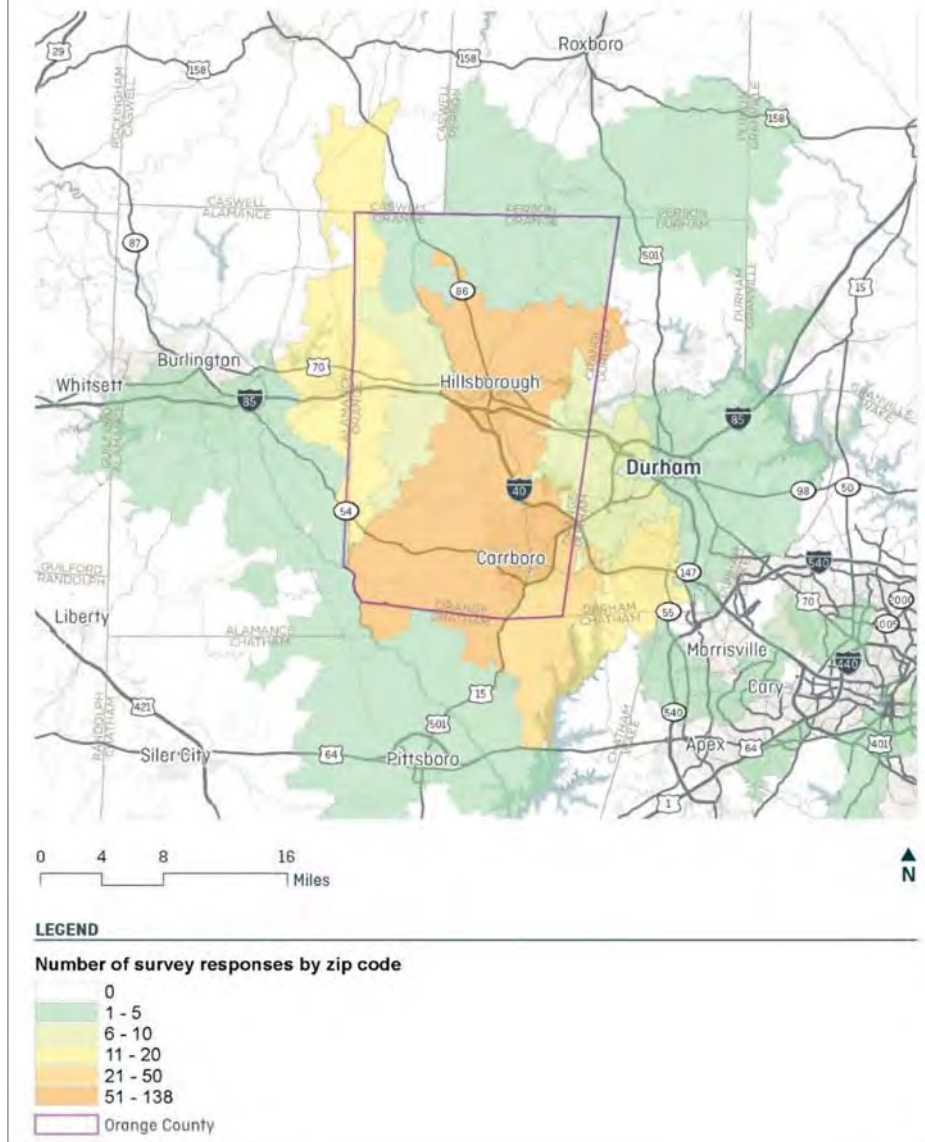
Several methods were used to gather feedback including direct discussions with transit service providers and key stakeholders; two (2) virtual focus group discussions; an online survey (in English and Spanish); and in-person pop-ups at transit stops. Mobility on Demand (MOD) improvements received the strongest support out of the proposed service improvements. Overall, more respondents expressed stronger support for infrastructure projects compared to service improvements. Comments indicate a desire to strengthen regional connections and to prioritize equity considerations with any future projects.

The feedback gathered during this phase helps County staff and the planning team prioritize new transit investments, fund transit service improvements, and improve the resiliency of the transit network in Orange County and directly informed the recommendations for the draft plan and conceptual transit vision.



RENAISSANCE PLANNING

SURVEY RESULTS | COUNT OF SURVEY RESPONSES BY ZIP CODE



New Investments in Transit

Seven (7) transit improvement projects are proposed for the Orange County Transit Plan Update. Two (2) are capital investments and five (5) are improvements to existing service. These projects are summarized below, including net new revenue hours and vehicles required to support service improvements (Table 1).

Transit Project/Service	Net New Revenue Hours	Additional peak vehicles	Impl. Year	Operations (Annual) Cost	Capital Cost
Service Improvements					



Chapel Hill Transit CW: Improve weekday midday service to 30 minutes.	1,500	0	FY23	\$181,425	N/A
Chapel Hill Transit HS: add weekend service with 1 bus (70 min frequency) (8 am until 6:30 pm)	1,177	0	FY23*	\$152,326*	N/A
Orange County Public Transportation Mobility-on-Demand Service	3,200	0	FY24	\$228,616	
Chapel Hill Transit NS: Improve morning peak frequency to every 6 minutes. Provide Saturday service until 11 PM and Sunday service until 9 PM.	2,300	3	FY26	\$299,575	\$1,855,583
US 15-501 Project Bundle					
<i>GoTriangle 400/405:</i> Consolidate into one pattern via Manning Dr. to Carrboro and Jones Ferry Park and Ride. Schedule effective 15-minute service midday, and improved Sunday and evening service.	20,067**	2**	FY29	\$1,594,591**	\$2,748,477**
<i>Chapel Hill Transit D:</i> Extend service to Patterson Place and provide Saturday service until 9 PM.	5,300	1		\$446,042	
<i>Chapel Hill Transit J:</i> Improve morning peak frequency to every 10 minutes and offer 15-minute service until noon. Provide Saturday service until 11 PM and Sunday service until 9 PM.	3,200	2		\$448,848	
Capital Improvements					
Fordham/Ephesus Church Improvements (400/D/F Connection)	N/A	N/A	FY 26-28	N/A	\$6,000,000
Fordham/Manning Queue Jump and Shoulder Running Improvements	N/A	N/A	FY 26-28	N/A	\$6,000,000
<i>*By amendment to FY23 Work Plan</i>					
<i>**Half of these revenue hours and costs are assumed to be shared with Durham County.</i>					

Table 1 Project Summary

To select projects, the following questions were considered:

- Is the project identified as an unfunded or emerging priority by transit service providers?
- Does the improvement meet needs expressed by public?
- Does the improvement reflect values identified by PSC? (Equity, environmental sustainability, economic prosperity, affordable and attainable quality of life, transportation, and access for all)
- Does the project support the conceptual transit vision or fill a regional connectivity gap?



Accessibility analyses were used to assess the potential impacts of proposed projects by location, by job type, and by a variety of sociodemographic characteristics, as measured in improvements to transit frequency, improvements to weekend and evening service, and transfer opportunity improvements.

The proposed service improvements reflect near-term investments that can be funded with transit tax revenues, projected by GoTriangle's financial model. Some outside funding will be required to support the capital improvements (except for vehicles needed to support improved service, which are included in the implementation plan). Costs for each transit improvement in the plan have been developed based on coordination with the three transit providers and building off previously estimated costs for improvements in each agency's Short Range Transit Plan. We have calculated revenue hours of service for each proposed improvement (Table 1) and converted revenue hours to costs in dollars based on the assumptions in Table 2. For improvements requiring additional peak vehicles, it is assumed that new vehicles for GoTriangle or Chapel Hill Transit cost approximately \$560,000 and inflate in future years at a rate of 3.1%. Table 3 shows the estimated cost for each improvement project included in the plan.

Constants	Value
Operating Cost Annual Inflation Factor	2.50%
Current cost of OPT per hour	\$68.00
Current cost of GoT per hour	\$133.70
Current cost of CHT per hour	\$118.00
Cost of vehicle	\$560,000

Table 2 Assumptions

Conceptual Transit Vision Map

A conceptual transit vision map was created to illustrate aspirational, un-programmed, longer-term transit capital investments (Figure 4). These are projects that have been included in regional plans, such as the 2050 Metropolitan Transportation Plan (MTP) and other local and regional transit plans. The represented corridors are illustrative and should be used to help prioritize future transit investments. The final transit plan will include plan-level estimates for premium transit service in various conceptual corridors.

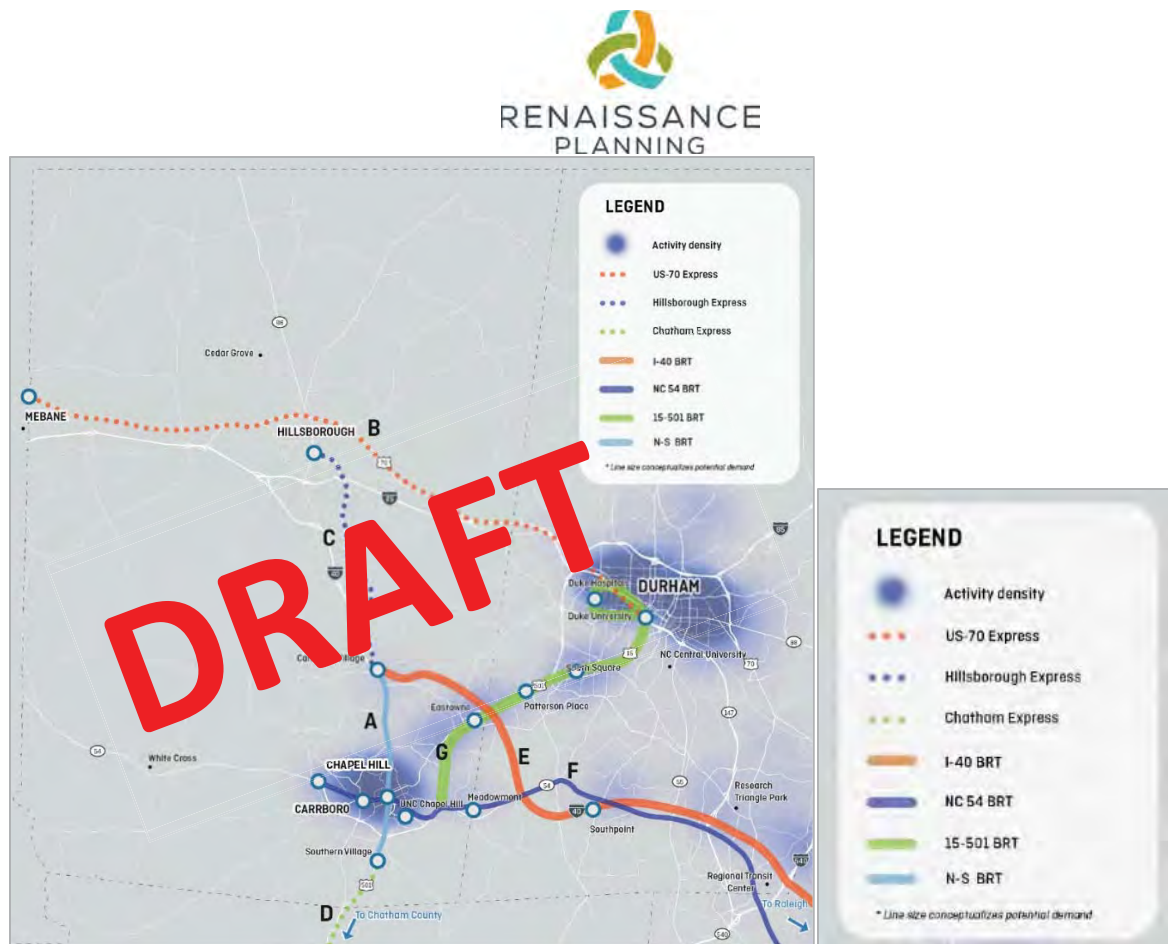


Figure 3 Conceptual Transit Vision Map

Implementation and Next Steps

Implementation Steps:

Formal approval and adoption of the plan is anticipated to take place in the fall of 2022, following adoption of the Transit Plan Governance Study and planned summer meeting breaks of elected boards. This process will be coordinated and facilitated by Orange County planning department staff. The Orange County Transit Plan Update document will include the following components:

- Executive summary (also functions as a standalone document describing the plan update and projects)
- About the Plan
- Purpose, values, and goals
- Equity – woven throughout the plan, in all sections
- Key players and parties
- Planning history and process, including engagement
- Regional and County Snapshots
 - Socioeconomic drivers
 - Spatial trends and dynamics
- Transit inventory and performance
- Project Descriptions
- Unfunded Priorities
- Budget, Implementation Plan, and Schedule
- Next Steps



GoTriangle Financial Model Revenues Used

Orange - Revenues	FY21	FY22	FY23	FY24	FY25	FY26	FY27	FY28	FY29	FY30	FY31	FY32	FY33	FY34	FY35	FY36	FY37	FY38	FY39	FY40
Local Revenue (Not Project Specific) (\$ 000)																				
1/2 Cent Sales Tax	8,532,844	7,402,100	8,532,844	8,888,652	9,204,950	9,530,008	9,819,265	10,092,012	10,452,461	10,871,747	11,307,834	11,745,697	12,176,496	12,621,721	13,106,314	13,664,308	14,272,610	14,910,045	15,576,387	16,275,734
\$3 Increase Regional Registration Fee	350,958	337,000	350,958	356,222	361,566	366,989	372,494	378,081	383,753	389,509	395,352	401,282	407,301	413,411	419,612	425,906	432,295	438,779	445,361	452,041
\$7 County Vehicle Registration Fee	818,895	786,800	818,895	831,178	843,646	856,301	869,145	882,182	895,415	908,846	922,479	936,316	950,361	964,616	979,086	993,772	1,008,679	1,023,809	1,039,166	1,054,753
Rental Car Tax (Orange County Allocated)	481,695	432,400	481,695	493,737	506,081	518,733	531,701	544,994	558,619	572,584	586,899	601,571	616,610	632,026	647,826	664,022	680,622	697,638	715,079	732,956
Total Transit Tax Revenue	\$ 10,184,392	\$ 8,958,300	\$ 10,184,392	\$ 10,569,790	\$ 10,916,243	\$ 11,272,031	\$ 11,592,605	\$ 11,897,270	\$ 12,290,247	\$ 12,742,686	\$ 13,212,564	\$ 13,684,867	\$ 14,150,769	\$ 14,631,774	\$ 15,152,838	\$ 15,748,007	\$ 16,394,205	\$ 17,070,271	\$ 17,775,993	\$ 18,515,484
Sales Tax Growth Rate (Moody's Baseline FY24-FY50)	FY21 Actual	FY22 Adopted Plan	Match FY21 Actual	4.17%	3.56%	3.53%	3.04%	2.78%	3.57%	4.01%	4.01%	3.87%	3.67%	3.66%	3.84%	4.26%	4.45%	4.47%	4.47%	4.49%
\$3 Car Registration	FY21 Actual	FY22 Adopted Plan	Match FY21 Actual	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%
\$7 Car Registration	FY21 Actual	FY22 Adopted Plan	Match FY21 Actual	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%	1.50%
Rental Car Tax	FY21 Actual	FY22 Adopted Plan	Match FY21 Actual	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%	2.50%

Additional information on financial projects provided by Sandra Freeman (GoTriangle) on 1/5/22:

"The attached [table] is what I plan on using for the FY23 Orange County Transit Work Plan model.

- FY21 – Actuals
- FY22 – What was adopted on the Transit Work Plan
- FY23 – Matched FY21 Actuals
- FY24-FY50 – Moody's Baseline

FY23 methodology is similar to what I have done for Wake and Durham. The thought process is that FY21 was higher than anticipated but it can be due to the stimulus / enhanced benefits or just rebounding from a rough FY20. FY23 actuals matching can be conservative as inflationary prices will add to the sales tax % + the region in general is still adding people."



Update to GoTriangle Board of Trustees

ORANGE COUNTY TRANSIT PLAN UPDATE

MAY 25, 2022



PROJECT TEAM



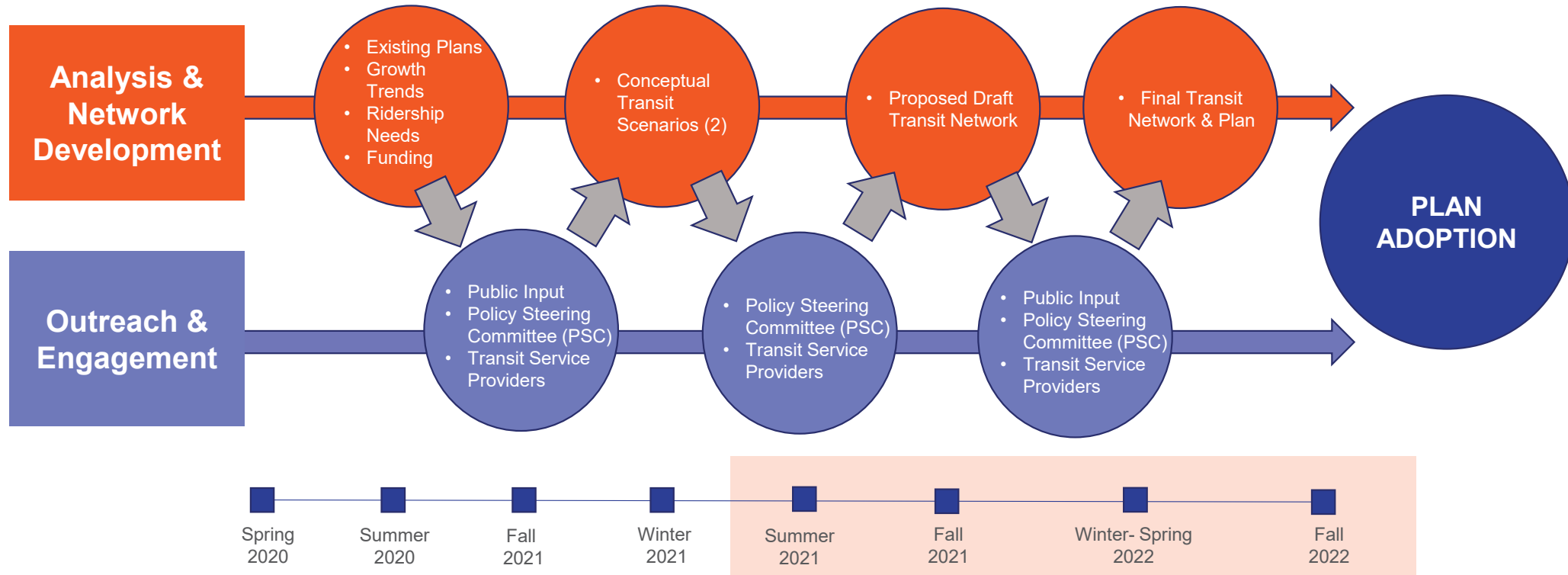
Project Manager: Caroline Dwyer, AICP
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AGENDA

- **Project Overview & Schedule**
- **Transit Plan: What's included?**
- **Engagement**
- **Projects**
- **Conceptual Transit Vision Map**
- **Plan Documentation**
- **Next Steps**

PROJECT OVERVIEW & SCHEDULE



TRANSIT PLAN UPDATE: WHAT'S INCLUDED?

- **Programmed projects are carried over:** capital investments and service improvements in previously adopted transit plans (2012, 2017) excluding LRT
- **New projects:** capital investments and service improvements) funded with unallocated transit tax revenues

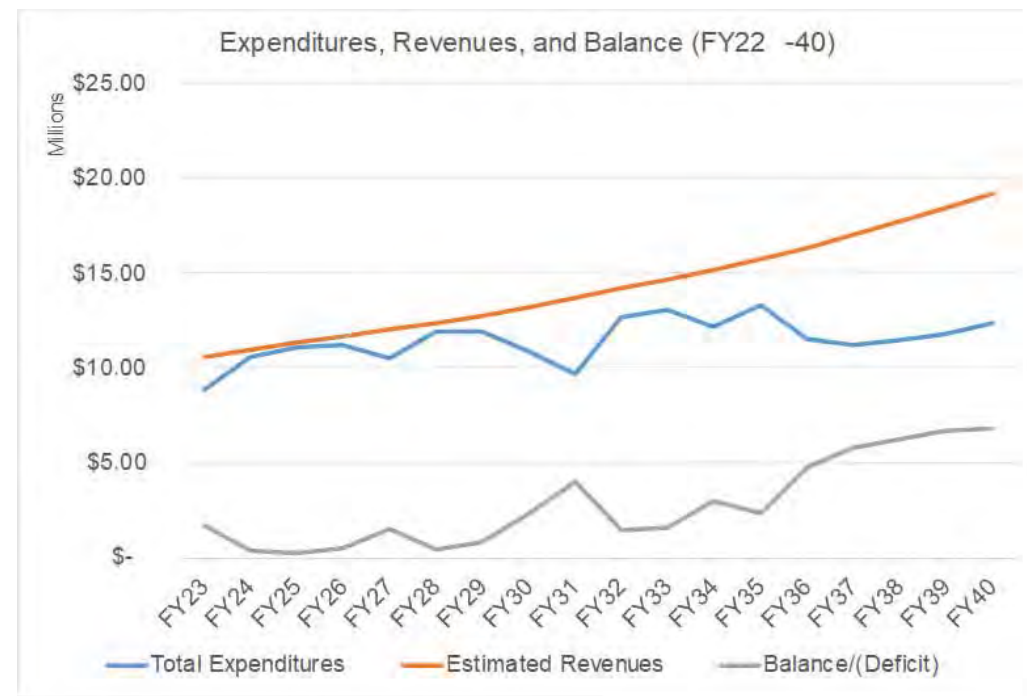


Figure 1 Orange County transit expenditures, revenue, and balance

ENGAGEMENT

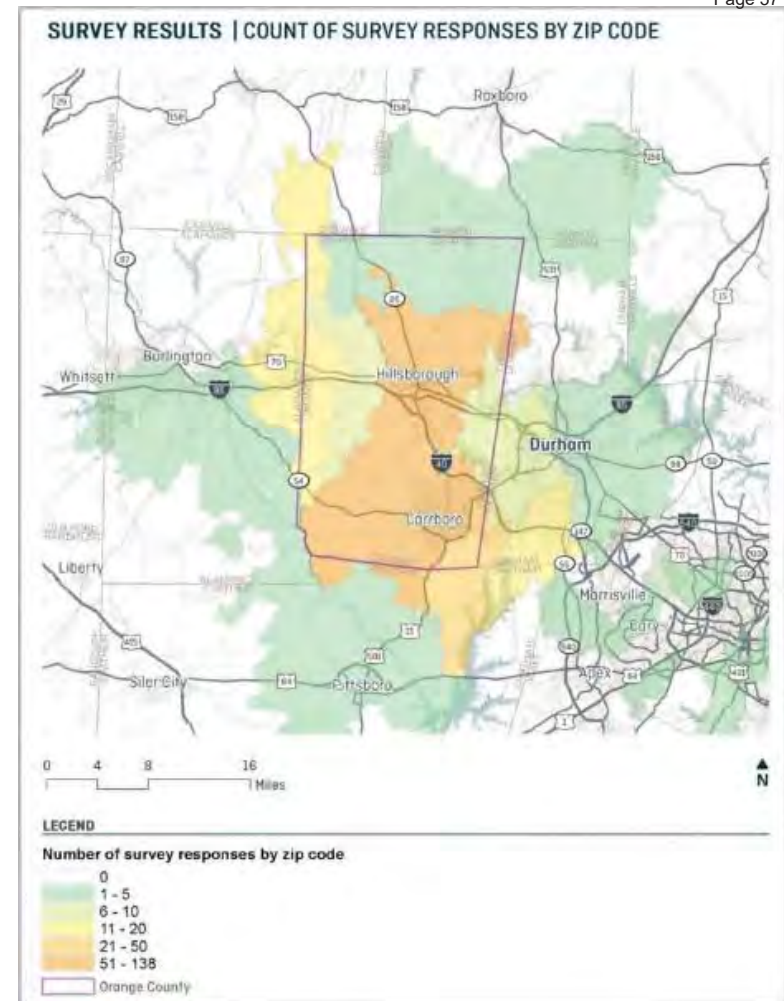
TWO PHASES

Phase 1 (Fall 2020)

- Goal - Identify Needs & Priorities
- Methods: Virtual Transit Summit, online survey

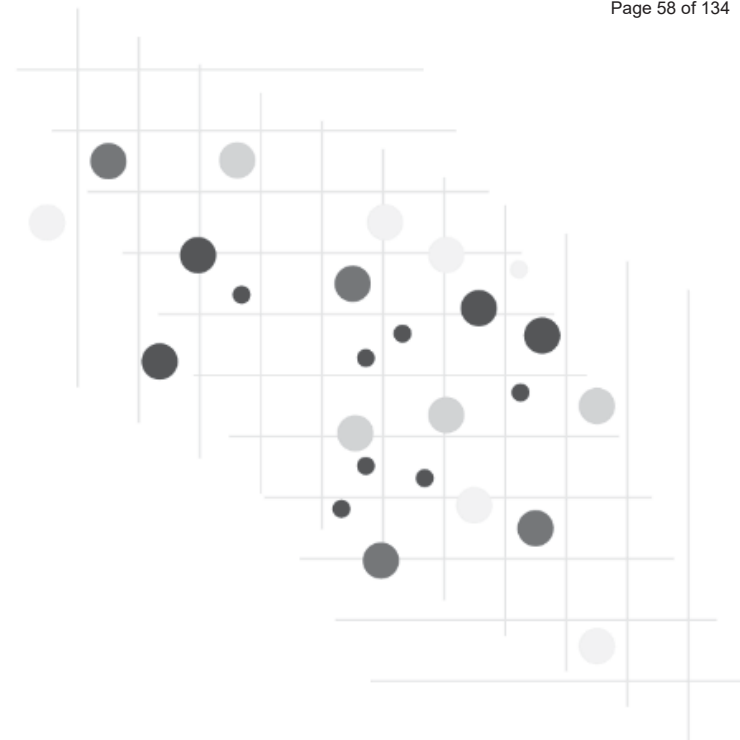
Phase 2 (Winter/Spring 2022)

- Goal - Vet Proposed Projects
- Methods: Virtual focus groups, online survey, pop ups at transit stops



PROJECTS: SELECTION

- Funded using projected transit tax revenues (rather than taking on debt)
- GoTriangle financial model forecasts used to determine available future revenues
- Already-programmed capital and service improvements are included in expenses



PROJECTS: SELECTION

For each potential project, we considered:

1. Is the project identified as an **unfunded or emerging priority** by transit service providers?
2. Does the improvement **meet needs expressed by public**?
3. Does the improvement **reflect values identified by PSC?** *Equity, environmental sustainability, economic prosperity, affordable and attainable quality of life, transportation and access for all*
4. Does the project **support the conceptual transit vision or fill a regional connectivity gap**?



INCLUDED PROJECTS: SERVICE AND CAPITAL IMPROVEMENTS

Transit Project/ Service	Net New Revenue Hours	Additional peak vehicles
Service Improvements		
Chapel Hill Transit CW: Improve weekday midday service to 30 minutes.	1,500	0
Chapel Hill Transit HS: add weekend service with 1 bus (70 min frequency) (8 am until 6:30 pm)	1,177	0
Orange County Public Transportation Mobility-on-Demand Service	3,200	0
Chapel Hill Transit NS: Improve morning peak frequency to every 6 minutes. Provide Saturday service until 11 PM and Sunday service until 9 PM.	2,300	3
US 15-501 Project Bundle		
<i>GoTriangle 400/405:</i> Consolidate into one pattern via Manning Dr to Carrboro and Jones Ferry Park and Ride. Schedule effective 15-minute service midday, and improved Sunday and evening service.	20,067**	2**
<i>Chapel Hill Transit D:</i> Extend service to Patterson Place and provide Saturday service until 9 PM.	5,300	1
<i>Chapel Hill Transit J:</i> Improve morning peak frequency to every 10 minutes and offer 15-minute service until noon. Provide Saturday service until 11 PM and Sunday service until 9 PM.	3,200	2
Capital Improvements		
Fordham/Ephesus Church Improvements (400/D/F Connection)		
Fordham/Manning Queue Jump and Shoulder Running Improvements		
<i>*By amendment to FY23 Work Plan</i>		
<i>**Half of these revenue hours and costs are assumed to be shared with Durham County.</i>		

CONCEPTUAL TRANSIT VISION MAP



- Represents aspirational, currently unfunded, longer-term transit investments
- Transit plan document will explicitly connect proposed investments/projects to future transit corridors

IMPLEMENTATION

Transit Project/Service	Ops (Annual) Cost	Capital Cost	Impl. Year
Service Improvements			
Chapel Hill Transit CW: Improve weekday midday service to 30 minutes.	\$181,425	N/A	FY23
Chapel Hill Transit HS: add weekend service with 1 bus (70 min frequency) (8 am until 6:30 pm)	\$152,326	N/A	FY23*
Orange County Public Transportation Mobility-on-Demand Service	\$228,616		FY24
Chapel Hill Transit NS: Improve morning peak frequency to every 6 minutes. Provide Saturday service until 11 PM and Sunday service until 9 PM.	\$299,575	\$1,855,583	FY26
US 15-501 Projects (GoTriangle 400/405; Chapel Hill Transit D; Chapel Hill Transit J)	\$2,489,481 **	\$2,748,477**	FY29
Capital Improvements			
Fordham/Ephesus Church Improvements (400/D/F Connection)	N/A	\$6,000,000	FY26-28
Fordham/Manning Queue Jump and Shoulder Running Improvements	N/A	\$6,000,000	FY26-28
<i>*By amendment to FY23 Work Plan</i>			
<i>**Half of these revenue hours and costs are assumed to be shared with Durham County.</i>			

Constants	Value
Operating Cost Annual Inflation Factor	2.50%
Current cost of OPT per hour	\$68.00
Current cost of GoT per hour	\$133.70
Current cost of CHT per hour	\$118.00
Cost of vehicle	\$560,000

PLAN DOCUMENTATION

- Transit equity – woven throughout the plan, in all sections
- Executive summary (also functions as a standalone document describing the plan update and projects)
- About the Plan
 - Purpose, values, and goals
 - Key players and parties
 - Planning history and process, including engagement
- Regional and County Snapshots
 - Socioeconomic drivers
 - Spatial trends and dynamics
- Transit inventory and performance
- Project Descriptions
- Unfunded Priorities/Projects
- Budget, Implementation Plan, and Schedule
- Next Steps

NEXT STEPS

- Project updates to Boards and Commissions (April-May 2022)
- Completion of draft Orange County Transit Plan Update Documentation (April 2022)
- Final Policy Steering Committee Meeting (May 20, 2022)
- Receive PSC comments and feedback (until June 3, 2022)
- Final Orange County Transit Plan Update documentation (6/30/22)
- Orange County Transit Plan Update approval and adoption (Fall 2022)

QUESTIONS & COMMENTS

On behalf of the project team, we thank you for your time and consideration.

Renaissance Planning

Project Manager

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Connecting all points of the Triangle

MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Planning and Capital Development
DATE: May 18, 2022
SUBJECT: Durham and Orange Transit Governance Study Update

Strategic Objective or Initiative Supported

Update Durham and Orange County Transit Plans with Durham and Orange Staff Working Groups

Action Requested

GoTriangle staff requests that the Board receive an update on the Durham and Orange Transit Governance Study, led by staff at each county, and discuss key considerations with the study team.

Key Considerations

The draft study team recommendations, to be incorporated into a revised Inter-Local Agreement (ILA) among GoTriangle, DCHC MPO, and each county are listed in the table below. GoTriangle staff are supportive of the effort to update the ILA and the Governance Study goals “to create a clear, operationally efficient governance structure...” and “form new levels of accountability, that includes the development of an equitable set of processes which seek to gain community trust.”

GoTriangle staff largely support the high-level recommendations; however, staff have proposed alternate recommendations in two areas – Work Program Approvals and Staff Working Group Voting Structure. Additionally, recommendations are still being prepared in two additional key areas – Roles, Responsibilities, and Staffing Levels and Financial Policies. GoTriangle Staff believe additional effort and coordination is necessary in these four areas prior to finalizing the study.

As the tax district administrator for transit tax revenues and a signatory body for the transit plans in each of Durham, Orange, and Wake counties, GoTriangle occupies a unique position in the environment of transit plan administration in the Triangle compared to the county parties and the MPOs. Given the three-county scope of responsibilities, there is opportunity for significantly improved public communications, greater transparency and accountability, and savings to the taxpayers of all three counties if there is alignment of transit plan administration activities across the governance structures for each of the county plans—as opposed to maintaining two or three different processes for activities such as annual work program development and reporting across the three county plans which creates inefficiencies and draws resources away from communication, public engagement, and project delivery.

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Study Recommendation	GoTriangle Staff Recommendation
Retain the original ILA parties for each county transit plan as prescribed by NC General Statute (each county, DCHC MPO, and GoTriangle)	Agree
Add the City of Durham as a voting member to the Durham Staff Working Group	Agree; See below for additional discussion
Add the municipalities of Chapel Hill, Carrboro, Hillsborough, and Mebane as voting members to the Orange Staff Working Group	2 votes for ILA parties and 1 vote for CHT as a transit provider; See below for additional discussion
Require County Board and GoTriangle Board adoption of routine annual work program (budget) consistent with an approved transit plan	Retain GoTriangle Board approval of routine annual work program (budget) consistent with an approved transit plan; See below for additional discussion
Provide clear thresholds and a procedure for transit plan amendments that includes votes by all three governing bodies	Agree
More clearly define key terms and allowable uses of transit plan revenues	Agree
The study will additionally recommend adjustments to ILA party roles, responsibilities, procedures, and staffing to support increased oversight, transparency, and accountability of transit plan administration and project implementation.	Study recommendation not yet provided; Staff will provide a recommendation to the Board once material is available for review; Staff are generally supportive of evaluating roles and responsibilities and as well as county staff participation in work program development and engagement; See below for additional discussion.
Financial responsibilities and procedures	Study recommendation not yet provided, needs to consider debt issuance; Staff will provide a recommendation to the Board once material is available for review; See below for additional discussion.

Annual Work Program Approval

GoTriangle staff's recommendation is to retain approval by all three ILA governing boards of the county transit plan update every four years, establish clear thresholds for county transit plan amendments that require approval by all three ILA governing body boards when a proposed project is inconsistent with a county transit plan, and retain the routine adoption of the annual work programs by the GoTriangle Board. Significant public engagement, staff coordination, and governing body review is entailed in the updates to the Durham and Orange County Transit Plans every four years. Once adopted, all projects included in the annual work program would need to be consistent with the adopted county transit plan or require an amendment to an adopted Transit Plan, which would require approval by each governing body.



Once updates to the Durham and Orange County transit plans are adopted, consideration of annual work programs should be much more routine compared to the FY20-23 work programs, which were produced without the benefit of an up-to-date Transit Plan that is built on equitable engagement. To ensure transparency and the integrity of the substantial public engagement during the Transit Plan updates, it is essential that the adoption of the annual work program, which garners less public attention, not be used to substantially alter the adopted Transit Plan. Time and energy among staff, public, and governing bodies could be better devoted to garnering substantial public engagement as a part of Transit Plan update, required every four years by the current ILA, and then implementing that plan, rather than devoting extra process to what should be a routine adoption of the annual work program, consistent with an adopted Transit Plan. GoTriangle staff agree that a policy and robust public procedure for considering Transit Plan Amendments, including votes by each governing body, is necessary to address changes in project scope above an agreed-upon threshold or projects that deviate from an adopted Transit Plan.

Staff Working Group Voting Structure

GoTriangle staff's recommendation is to include ILA parties and transit operators as voting members of the Staff Working Groups. The roll of the Staff Working Group is to support the development of and recommend Transit Plans, Transit Plan Amendments, and annual work programs to the governing bodies for approval. GoTriangle staff believe that is important for those recommendation votes to be made by a staff body comprised of professionals whose primary responsibility and expertise is administering, overseeing, and/or directly implementing transit service. The ILA parties each have transit plan governance, oversight, and administrative obligations under North Carolina General Statute. Given these roles and obligations, staff recommend two votes for each ILA party. Transit operators also have a direct role and responsibility to deliver the service included in the Transit Plans and staff recommend one vote for each transit operator that is not an ILA party; however, staff are willing to consider alternate voting structures that reflect the roles and obligations of ILA parties and transit operators.

GoTriangle staff's recommendation is to formalize the role of municipalities that do not operate transit service, and other institutions as non-voting members of the Staff Working Group. Today, the municipalities and institutions are directly engaged in the development of the Transit Plan updates and annual work programs. Municipalities would continue to influence transit plan and annual work program development and be able sponsor capital projects, such as the Hillsborough Train Station, and deliver them as they do today. The interest of municipalities would additionally continue to be represented by the MPO staff and Board. Although staff have proposed an alternate recommendation, staff will consider the outcome of conversations between the counties and municipalities pertaining to Staff Working Group membership and voting structure.

Roles, Responsibilities, and Staffing

GoTriangle staff are generally supportive of the evaluation of roles, responsibilities and staffing through the Governance Study. Staff are also supportive of increased participation by county and municipal partners in the development, communication, and public engagement for Transit Plan updates and annual work programs. The study has not yet provided recommendations for this topic. Staff will provide a recommendation to the Board once the study materials are available.



As noted above, the Governance Study and revised ILA presents an opportunity for significantly improved public communications, greater transparency and accountability, and savings to the taxpayers of all three counties through the establishment of consistent and efficient governance roles and responsibilities. In particular, the creation of clear procedures, roles, and expectations among the ILA Parties and Staff Working Group members pertaining to the development of Transit Plan Updates, Amendments, and annual work programs, as well as communication and public engagement to support those efforts, are essential to building trust and transparency. Careful thought must be given to staff resources required for each of these tasks.

Financial Policies, Including Debt Issuance

GoTriangle staff area generally supportive of the evaluation of existing financial policies and support the creation of clear policies and procedures as a part of the Governance Study. The study has not yet provided recommendations for this topic. Staff will provide a recommendation to the Board once the study materials are available. It is imperative that these policies include roles and responsibilities of the various parties with specific regard to debt issuance, including pertinent statutory obligations. As the issuer of debt for capital projects in the Transit Plan, GoTriangle must have the ability and authority to make decisions on and manage the debt issuance process.

Background and Purpose

In 2009, the North Carolina General Assembly enacted SL 2009-527, known as the Intermodal Act, to establish a mechanism for regional transportation authorities, including GoTriangle, to create special tax districts and revenue sources to support new and expanded transit services. The Intermodal Act requires the adoption of multi-year financial plans by three governing bodies: The GoTriangle Board of Trustees, the MPO Board, and the Boards of County Commissioners for each county included within a special tax district. The GoTriangle Board of Trustees is obligated by statute to be the governing board of the special tax district and is charged with budget adoption in addition to the operation and management of the transit services provided by the district.

Pursuant to the Intermodal Act, in 2011 and 2012, The Board of Trustees of GoTriangle, the MPO Board, and the Boards of County Commissioners for Durham and Orange, respectively, approved county transit plans, which serve as the financial plan required by statute. These original plans included the Durham-Orange Light Rail Transit (D-O LRT) project. Following successful ballot referenda in 2011 in Durham, and 2012 in Orange, an inter-local implementation agreement (ILA) was developed and approved by the Board of County Commissioners for each county, the DCHC MPO Board, and GoTriangle Board of Trustees in 2013. GoTriangle subsequently began collecting a ½ percent sales and use tax to support the special tax district and adopted transit plans.

Following discontinuation of the D-O LRT project, and subsequent actions to update the county transit plans, the staff working group of each transit plan recommended that the GoTriangle Board of Trustees fund a governance study to evaluate changes to the governance framework to guide the implementation of future county transit plans. The study team consists of county staff from Durham and Orange Counties and consultant. Staffs from the MPO, municipalities, and GoTriangle have been engaged as stakeholders, but are not a part of day-to-day project management.



Study work to date has included a review of the current ILA, staff working group bylaws, and existing policies as well as stakeholder interviews and workshops with elected officials and staffs from the counties, municipalities, and MPO. The study team's recommendations reflect the outcome of those interviews and workshops. Please refer to the attached memo for details.

Next Steps

During the spring of 2022, staff and agency management will be reviewing draft governance framework alternatives through an updated Interlocal Agreement between the counties, DCHC-MPO & GoTriangle, as well as draft supportive policies and procedures (updated Staff Working Group Bylaws, Financial Policies, as well as incorporating plan implementation administration/management elements throughout). County staff supporting this study expect that draft alternatives will be formed into a final set of recommendations in partnership with cooperating agencies and will come before the Boards in the coming months for approval.

GoTriangle staff largely support the high-level recommendations from the study, though additional detail on each proposal will be necessary to understand the operational, administrative, and legal impact of each proposed change as well as new staff positions necessary to implement. As noted above, GoTriangle staff have proposed alternate recommendations in two key areas that staff believe better address the goals of the plan; however, staff remain open to continuing conversations on these topics, and are supportive of building consensus through the study effort.

Financial Impact

None at this time. Financial impact in terms of positions allocated to tax district and transit plan administration at each entity will be assessed as part of the development process for the ILA and supportive policies and procedures.

Attachments

- Update Memo from Governance Study Team
- Draft Presentation from Governance Study Team

Staff Contacts

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- Meg Scully, Manager of Planning and TOD, 919 485-7455, mscully@gotriangle.org
- Katharine Eggleston, CDO, 919-485-7564, keggleston@gotriangle.org



Durham-Orange Transit Governance Study
GoTriangle Board of Trustees Interim Update Memo – Spring 2022
From: Adam Howell, AICP, Atkins

Coordination across multiple agencies, jurisdictions, and stakeholders to achieve a specific goal requires clear direction and guidance. In 2021, through a partnership between Orange and Durham Counties, a need was identified for new Interlocal Agreements and supporting policies & procedures to be developed that reflected the priorities of updated transit plans. These sets of documents are to consider new or refined roles and responsibilities among the partners through a joint process. The primary partners include the County, DCHC-MPO and GoTriangle. This study kicked off in August 2021 and will align with each County's transit plan update schedule for adoption of a new ILA and approval of supporting policies and procedures.

Project Goals

Goals were identified early on through a joint conversation between County representatives. Craig Benedict & Travis Myren participate for Orange County; Ellen Beckmann participates for Durham County. Critical aspects for this study to accomplish were identified to be:

- To create a clear, operationally efficient governance structure that ensures that Durham and Orange Counties' priorities are funded and implemented with the County transit taxes and fees.
- To form new levels of accountability, that includes development of an equitable set of processes which seek to gain community trust.

To achieve the identified needs and goals, the Counties, DCHC-MPO and GoTriangle selected Atkins to conduct this study. Atkins also partnered with Fountainworks to help facilitate joint stakeholder dialogues throughout the study process.

State Enabling Legislation

There are key State Statutes that inform the purposes of this governance study:

- **N.C.G.S Chapter 160A** defines how a government body exists. A portion of this chapter (**Article 26 – 'Regional Public Transportation Authority Act'**) defines how such a body functions to support public transportation services.
- **N.C.G.S Chapter 105** defines how a government body is enabled to raise and provide revenue for necessary uses and purposes. A portion of this chapter (**Article 43 – 'Local Government Public Transportation Sales Tax Act'**) defines how such revenues can be raised for the specific purpose of public transportation services and associated governance oversight.
- **N.C.G.S. Chapter 153A** defines enumerated powers and responsibilities for County's, but also defines the County role with levying revenue sources to support public transportation services (property tax assessment only).

Study Process to date

After the study kickoff, the process included two parallel tracks. The first is to review existing governance structures with respect to transit plan implementation/administration, both within the counties, as well as peer organizations (i.e., Wake County). The second is to develop a policies and procedures manual, which will be a set of support documents to guide detailed elements of each county's transit plan implementation efforts. The process to date has included the following major actions:

Durham-Orange Transit Governance Study
GoTriangle Board of Trustees Interim Update Memo – Spring 2022
From: Adam Howell, AICP, Atkins

Initial Stakeholder Interviews (Sept-Oct '21) – discussions with nearly 70 individuals from all local jurisdictions and regional coordinating agencies across Durham & Orange Counties that share an interest in public transportation investment. Goals of the interviews were to capture needs, wants and desires for how a new governance framework should serve the local and regional communities within and across the two counties.

Joint Elected Officials Workshop (Nov '21) – Facilitated a half-day forum, which included elected officials from each County and each local municipality within each County, to build on the Initial Stakeholder Interviews and begin to quantify desired level of change to be made on major elements that support a governance framework. A majority of elected officials in attendance indicated that there should be some aspect of change with almost every element highlighted. Such elements included:

- changing the structure to allow for more collaboration between municipalities within each County (*83% indicated more collaboration was needed*),
- defining a significant change in voting representation (both for governing board roles & responsibilities, as well as staff representation on the technical recommending body, the Staff Working Group; *100% indicated some level of change from existing framework regarding voting representation*), and
- as well as defining how the annual budget development and decision-making process to meet the desired change for greater representation (*67% indicated that some level of change was necessary to better define/guide the annual budget development and decision-making process*).

Wake County Transit Program Peer Interview (Dec '21) – learned from neighboring peer to the east, Wake County, regarding successes and challenges relative to the governance framework supporting the Wake County Transit Plan/Program.

Alternatives Development (Jan-Feb '22) – alternative concepts for consideration in a new governance framework were reviewed and developed. While peer examples were used as models to inform initial direction, the concept of a comprehensive governance framework was deconstructed to focus on the critical elements that were necessary for collaborative dialogue during joint stakeholder workshops by all stakeholders before moving forward.

Joint Staff Workshop #1 (Mar '22) – Facilitated a half-day workshop with staff from each of the four coordinating organizations (Durham & Orange Counties, DCHC-MPO and GoTriangle), as well as staff from City of Durham/GoDurham, Town of Chapel Hill/Chapel Hill Transit and Orange Public Transit. This workshop focused on 17 proposed alternatives (each with a proposed recommendation) for consideration across 5 major elements that should comprise a transit plan governance framework. These 5 major elements are:

- Membership
- Voting Structures
- Financial Planning
- Multi-Year Plan Development
- Annual Work Program Development

Workshop participants were asked to provide feedback on each proposed alternative and the indicated recommendation. Upon conclusion of each topic's discussion, a 'pulse-check' confirmation was sought to provide direction on how to best incorporate language in draft governance documents. Many proposed

Durham-Orange Transit Governance Study
GoTriangle Board of Trustees Interim Update Memo – Spring 2022
From: Adam Howell, AICP, Atkins

recommended alternatives were met with consensus by all participants. Where a consensus was not met, one or more parties offered an alternative perspective for further consideration by all parties.

Joint Staff Workshop #2 (Apr '22) – Facilitated a two-hour workshop with same staff representation as the Joint Staff Workshop #1. This workshop focused on 6 proposed alternatives (each with a proposed recommendation) for consideration across the 5 major elements from the first workshop. All topics discussed were items that were either tabled to allow for further research OR were highlighted as related elements during the first Joint Staff Workshop.

Major Outcomes from Joint Staff Workshops #1 & #2

The table on the following page highlights the topics discussed. The colors indicate action taken by the participants:

Durham-Orange Transit Governance Study
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From: Adam Howell, AICP, Atkins

Joint Stakeholder Workshop #1 (Mar '22)			Joint Stakeholder Workshop #2 (Apr '22)	
Membership	Durham County Primary Agreement (ILA)		Orange County SWG (SWG Bylaws)	
	Orange County Primary Agreement (ILA)			
	Durham County SWG (SWG Bylaws)			
	Orange County SWG (SWG Bylaws)			
Voting Structures	Durham SWG (ILA Defined)		Orange County SWG (ILA defined; SWG Bylaws)	
	Orange SWG (ILA Defined)			
	SWG Quorum (SWG Bylaws)			
	SWG Chair & Assignment Role (SWG Bylaws)			
	Voting on Annual Work Program (& Budget) Approval (ILA)			
	Conflict Mediation (ILA)			
Financial Planning	Critical Definitions – Revenue (ILA)		Equitable Use of Net Proceeds	
	Critical Definitions – Model & Financial Plan (ILA)			
	Equitable Use of Net Proceeds (ILA)		Supporting Increased Cost of Existing Services	
	Process Definitions – Financial Model & Plan Development (ILA)			
	Financial Policy Needs (supporting policy outline)			
Multi-Year Plan Development	Multi-Year Vision Plan Update – Elements & Process (ILA)		Multi-Year Plan Development Amendment Process & Thresholds for Initiation/Approval	
Annual Work Program Development	Annual Work Program Elements Defined (ILA)		Annual Work Program Amendment Process & Thresholds for Initiation/Approval	
Consensus by all Appropriate Parties on Proposed Recommendation		Majority/Minority Perspectives Documented	Tabled for Further Discussion*	Consensus, but desire for more detail/discussion

*Topics were either tabled or highlighted during the 1st Joint Stakeholder Workshop; All became points of discussion during the 2nd Joint Stakeholder Workshop

Durham-Orange Transit Governance Study
GoTriangle Board of Trustees Interim Update Memo – Spring 2022
From: Adam Howell, AICP, Atkins

Primary Outcomes Resulting from Consensus at both Workshops

Overall, several sections of an updated ILA will contain references to state statutes and provide additional context as needed. This will help to ensure that any user or party of the ILA will be fully informed on requirements that enable further terms of each County's new ILA.

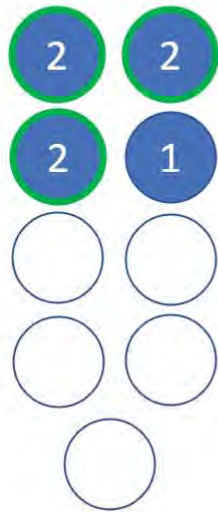
Membership to new Primary Agreement (ILA)

Parties to each County Transit Plan ILA agreed that the primary signatories to the primary agreement (updated ILA) should be maintained. Each agreement would include the following parties ONLY:

- Durham or Orange County
- DCHC-MPO
- GoTriangle

Membership & Voting Structure to Durham County Staff Working Group (SWG)

Recommended Alternative



Voting Members:

- Durham County
- DCHC-MPO
- GoTriangle
- City of Durham

PAS = 2 Votes each
 Non-PAS = 1 vote each

Non-Voting Members:

- Research Triangle Foundation
- TJCOC
- Duke University
- NC Central University
- Durham Tech

Legend



PAS = Primary Agreement Signatory with vote(s)



Non-PAS with vote(s)



Non-Voting Members

Critical Definitions to include in the ILA

Differentiating between County Tax Revenues and Non-County Tax Revenues that are eligible to support public transportation services.

Durham-Orange Transit Governance Study
GoTriangle Board of Trustees Interim Update Memo – Spring 2022
From: Adam Howell, AICP, Atkins

Clearly defining terminology for all parties – Annual Work Program, Financial Model, Financial Plan (with references to N.C.G.S 105-508.1(2)) and the Transit Plan (multi—year vision plan)

Processes that dictate County management and finance staff involvement in the development of the financial model and any updates made to the financial plan, as well as all elements of the annual work program. This includes the creation of a new working group, convened by each County and comprised of the primary ILA parties, which is responsible for providing final recommendation of the financial model, financial plan and annual work program updates to the SWG.

Defined Outline for New Financial Policy

The recommendation is to develop a set of comprehensive, but efficient financial policies based on the elements defined below. Roles assigned based on the agency acting as Tax District Administrator, and should be adopted by the County BOCC and GoTriangle BOT.

- 1. Non-Supplantation Clause (referencing NCGS 105-508.2 & 105-564; dates for which non-supplantation applies to pre-sales-tax general and/or other funding appropriations)*
- 2. Fund Balance (for both Operating & Capital) & Liquidity (tying procedures back to the financial model development)*
- 3. Incorporating existing Policy/Guidance documentation (3/2021) to maintain carryover protocols for both Capital & Operating Funds.*
- 4. Billing, Payment & Reimbursement Policy/Guidelines*
- 5. Debt Policy & Guidelines*

New Definitions for Required Elements in the Multi-Year Vision Plan Update (Transit Plan) and the Annual Work Program (to be defined in the ILA):

Multi-Year Vision Plan Elements

1. Multi-Year Capital Improvement Plan
2. Multi-Year Operating Program
3. Update of the Financial Model Assumptions (if applicable)

Annual Work Program Elements

1. Annual Operating Budget Ordinance
2. Annual Tax District Administration Budget (which should include all revenues, with restrictions notes)
3. Reference to Multi-Year Capital Improvement Plan
4. Annual Capital Budget Ordinance
5. Reference to Multi-Year Operating Program
6. Update of the County Transit Financial Plan
7. Multi-Year Capital Funding Agreements or Master Agreements
8. Multi-Year Operating Agreements or Master Agreements

Durham-Orange Transit Governance Study
GoTriangle Board of Trustees Interim Update Memo – Spring 2022
From: Adam Howell, AICP, Atkins

Defining Equitable Use of Net Proceeds

This was a topic originally highlighted during the 1st Joint Stakeholder Workshop, which was tabled due to a desire for more clarity beyond originally presented definitions. During the 2nd Joint Stakeholder Workshop, a simple yet firm definition was provided and a level of consensus was achieved from all four parties. This definition essentially states:

With reference to N.C.G.S 105-108.1 – the revenues collected in a County must be spent for the benefit of that county. That does not mean they have to be spent in the County. Furthermore, for Cross-County project application - The rates that are negotiated on some agreed upon periodic basis by the counties are by definition equitable. A cost-share agreement should be developed and include committed funding allocations from each party - either by percent or by dollar amount (applicable to major projects ONLY – *alternative thresholds for ‘major’ to be suggested in draft agreement documentation*) . And, finally, If a County was to secede from the special district, they should provide tax district administrator a 1-year notice to allow for proper reallocation of costs that support administration and operations of plan implementation.

Topics Achieving Consensus – BUT Further Refinement Still Necessary

Supporting Increased Cost of Existing Services (ICES)

A series of alternative split-formulas were discussed by all parties. A specific formula that suggested focus of the ICES be maintained at the level of funding committed as of a certain date, and not routes or specific service issues. The suggested formula also considered a limitation (or ‘cap’) that would prevent transit service providers receiving more than a certain agreed upon value/proportion from a specific revenue source, which should be negotiated annually. This suggested formula would provide all transit providers access to ICES (whereas currently, GoTriangle is not eligible to claim funding to support ICES). All stakeholders agreed with the new logic but want to understand the impact on the financial model before codifying something new.

Multi-Year and Annual Work Program Amendment Process and Thresholds

A robust discussion was had around suggested language to incorporate to define process for developing/reviewing amendments, as well as what thresholds trigger such process. While clear direction was not fully achieved, the group engaged in cooperative dialogue that helped frame expectations beyond the existing ILA. The process should follow the annual work program approval process (which a majority of stakeholders agreed upon), first through a recommendation by the SWG, and then review by the County and then GoTriangle. If thresholds are triggered, the process for review/approval consideration is at the Board level; if thresholds are not met, the process for review/approval consideration is at the management level. All stakeholders desired a couple options of thresholds be included in draft ILA documentation prior to any final codification.

Durham-Orange Transit Governance Study
GoTriangle Board of Trustees Interim Update Memo – Spring 2022
From: Adam Howell, AICP, Atkins

Topics Resulting in both a Majority & Minority Perspective

Membership to the Orange County SWG & Associated Voting Structures (both workshops)

Confirmed Alternative
From March 1st Workshop



Voting Members:

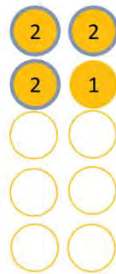
- Orange County
 - Administration & Planning
- DCHC-MPO
- GoTriangle
- Town of Chapel Hill
 - Administration & CHT
- Town of Carrboro
- Town of Hillsborough
- City of Mebane

PAS = 2 Votes each
 Non-PAS = 1 vote each

Non-Voting Members:

- TJCOG
- UNC Chapel Hill

GoTriangle Preferred Alternative



Voting Members:

- Orange County
 - Administration & OPT
- DCHC-MPO
- GoTriangle
- Chapel Hill Transit

PAS = 2 Votes each
 Non-PAS = 1 vote each

Non-Voting Members:

- TJCOG
- UNC-Chapel Hill
- Town of Chapel Hill
- Town of Carrboro
- Town of Hillsborough
- City of Mebane



- Confirmed alternative from March 1st Workshop was confirmed by Orange County & DCHC-MPO.
 - Justification aligned with the Joint Elected Officials Workshop to allow for greater coordination with municipalities in the county.
- GoTriangle's alternative still invites municipalities to the table, but with no formal voting representation.
 - GoTriangle expressed that transit operators (outside of the three Primary Agreement Signatories) should be only entities to have a formal vote on plan implementation efforts.

Voting on Annual Work Program & Budget Approval Process

Proposed language to include in a new ILA:

Upon receipt of the documents of the County Transit Work Program from the SWG's recommendation, the Board of Commissioners should have first review, hold a public hearing and vote. The BOCC would have the opportunity to:

1. Approve the County Transit Work Program
2. Deny and Develop a list of Significant Concerns and/or technical issues with the work program and seek revision from staff, allowing for a subsequent review/approval process with the BOCC.

Upon approval by the County BOCC, GoTriangle should continue in practice to approve each County Transit Work Program, which includes annual budgets administered by GoTriangle on behalf of each County. GoTriangle should not be able to make changes once received from the County BOCC approval but can choose to approve or deny and develop list of Significant Concerns.

This language was confirmed by both Orange and Durham Counties, as well as DCHC-MPO to be incorporated in draft governance frameworks. This would allow the County BOCC first opportunity to review and have more direct involvement in annual work program development.

GoTriangle raised concerns over schedule related to how annual work program and budget should reach the GoTriangle BOT with the BOCC now being recommended to review first.

ATKINS
Member of the SNC-Lavalin Group



Durham & Orange Counties Transit Plan Governance Study

GoTriangle Board of Trustees Interim Update
May 25, 2022

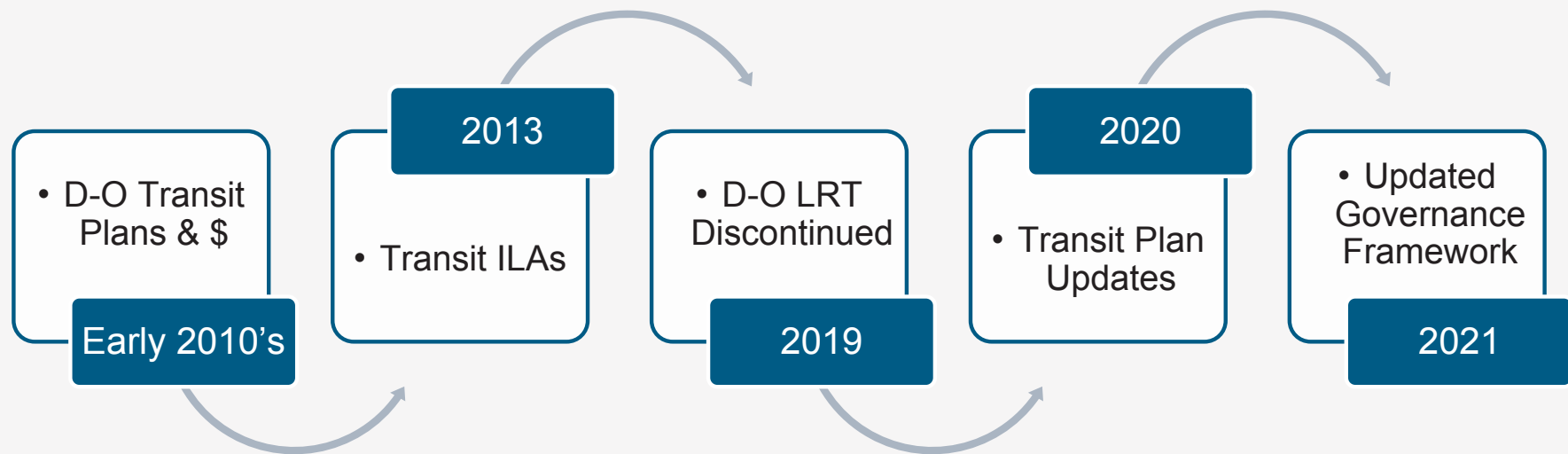


Update Outline

- › **Project Need & Overview**
- › **Project Goals**
- › **Study Process to Date**
- › **Major Outcomes from Joint Staff workshops #1 & #2**
- › **Topics Resulting in both Majority & Minority Perspective**



Project Need & Overview



Primary State Enabling Legislation

- › **N.C.G.S. Chapter 160A** – defines how a government body exists
 - › *Article 26 – Regional Public Transportation Authority Act*

- › **N.C.G.S. Chapter 105** – defines how a government body is enabled to raise and provide revenue for necessary uses and purposes.
 - › *Article 43 – Local Government Public Transportation Sales Tax Act*

- › **N.C.G.S. Chapter 153A** – defines enumerated powers and responsibilities for Counties, but also defines the County role with levying revenue sources to support public transportation services (property tax assessment)



Project Goals

- › Creating a **clear**, operationally **efficient** governance structure that ensures that Durham & Orange Counties' **priorities are funded and implemented** with the County transit taxes and fees
- › Forming new levels of **accountability**, that includes development of an **equitable set of processes** which seek to **gain community trust**.



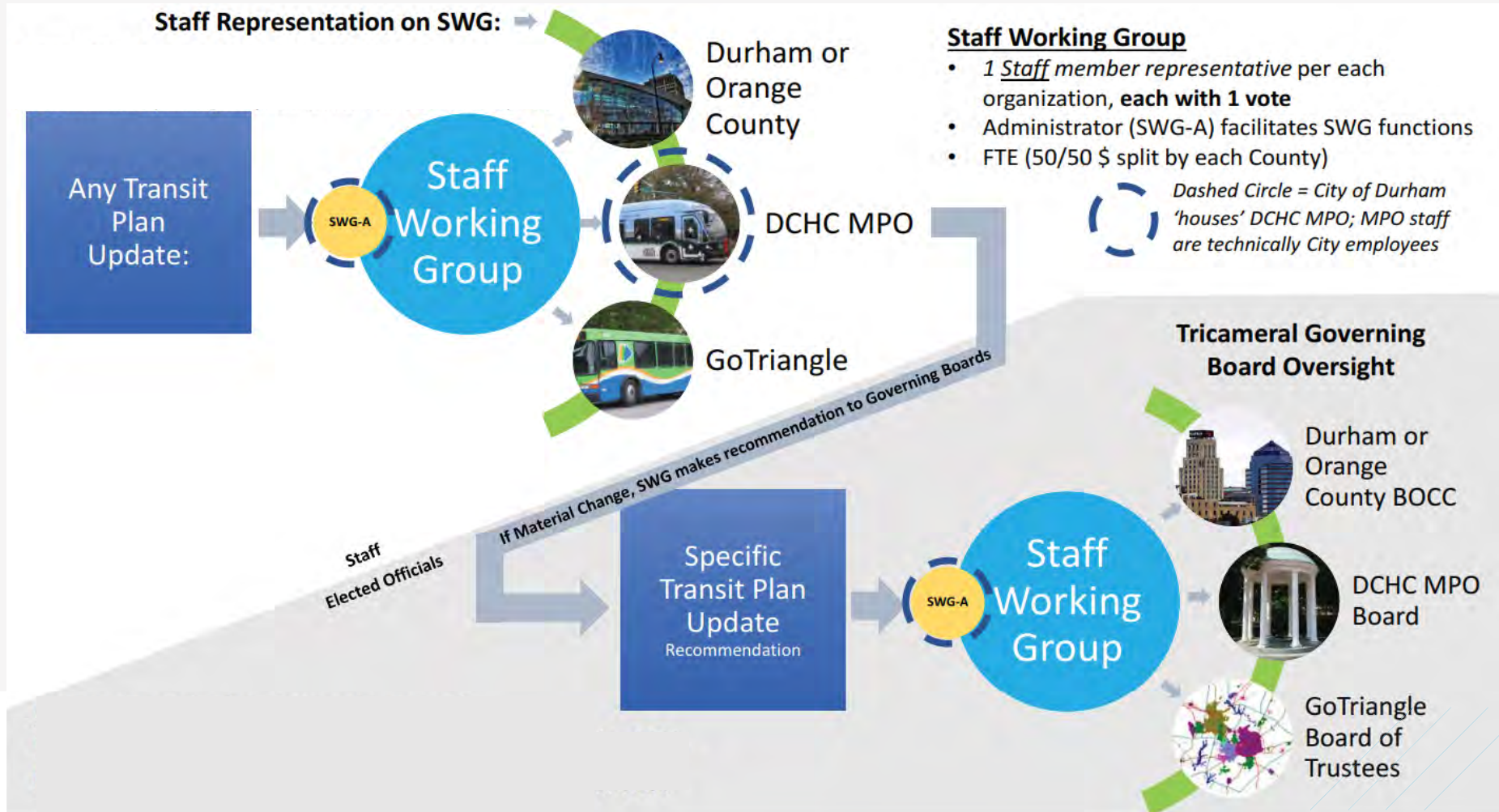
Study Process to Date



Study Process to Date



Existing Membership & Voting Structures



Major Outcomes from Joint Staff Workshops #1 & #2

Joint Stakeholder Workshop #1 (Mar '22)			Joint Stakeholder Workshop #2 (Apr '22)	
Membership	Durham County Primary Agreement (ILA)	Green	Orange County SWG (SWG Bylaws)	Pink
	Orange County Primary Agreement (ILA)	Green		
	Durham County SWG (SWG Bylaws)	Green		
	Orange County SWG (SWG Bylaws)	Pink		
Voting Structures	Durham SWG (ILA Defined)	Green	Orange County SWG (ILA defined; SWG Bylaws)	Pink
	Orange SWG (ILA Defined)	Pink		
	SWG Quorum (SWG Bylaws)	Green		
	SWG Chair & Assignment Role (SWG Bylaws)	Green		
	Voting on Annual Work Program (& Budget) Approval (ILA)	Pink		
	Conflict Mediation (ILA)	Grey		
Consensus by all Appropriate Parties on Proposed Recommendation		Green	Majority/Minority Perspectives Documented	Pink
			Tabled for Further Discussion*	Grey
			Consensus, but desire for more detail/discussion	Purple



Major Outcomes from Joint Staff Workshops #1 & #2

Joint Stakeholder Workshop #1 (Mar '22)			Joint Stakeholder Workshop #2 (Apr '22)		
Financial Planning	Critical Definitions – Revenue (ILA)		Equitable Use of Net Proceeds		
	Critical Definitions – Model & Financial Plan (ILA)				
	Equitable Use of Net Proceeds (ILA)		Supporting Increased Cost of Existing Services		
	Process Definitions – Financial Model & Plan Development (ILA)				
	Financial Policy Needs (supporting policy outline)				
Multi-Year Plan Development	Multi-Year Vision Plan Update – Elements & Process (ILA)		Multi-Year Plan Development Amendment Process & Thresholds for Initiation/Approval		
			Annual Work Program Amendment Process & Thresholds for Initiation for Initiation/Approval		
Annual Work Program Development	Annual Work Program Elements Defined (ILA)				
Consensus by all Appropriate Parties on Proposed Recommendation		Majority/Minority Perspectives Documented	Tabled for Further Discussion*		Consensus, but desire for more detail/discussion

Primary Outcomes Resulting in Consensus at both Workshops

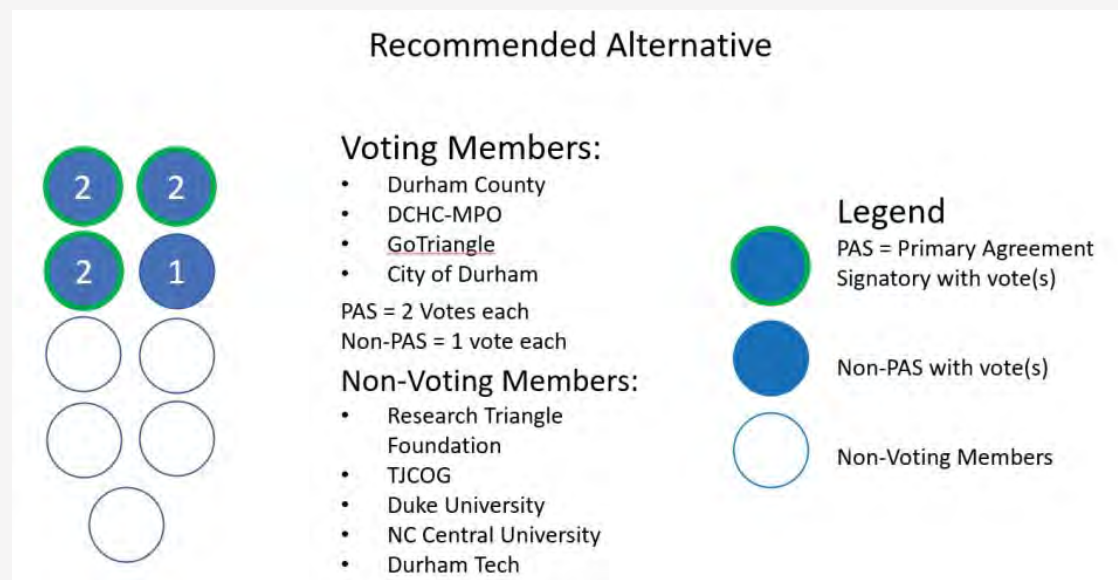
Membership to new Primary Agreement

Durham OR Orange County
DCHC-MPO
GoTriangle



Primary Outcomes Resulting in Consensus at both Workshops

Membership & Voting Structures to Durham County SWG



Primary Outcomes Resulting in Consensus at both Workshops

Critical Definitions to include in the ILA

- › Clearly defining Annual Work Program, Financial Model, Financial Plan and the Transit Plan (Multi-Year Vision Plan)
- › New Technical Group and Process defined to allow for County management/finance staff to have direct involvement in all aspects of financial planning for annual and multi-year program development.



Primary Outcomes Resulting in Consensus at both Workshops

Critical Definitions to include in the Financial Policy

- › *Non-Supplantation Clause*
- › *Fund Balance (for both Operating & Capital) & Liquidity*
- › *Incorporating existing Policy/Guidance documentation (3/2021) to maintain carryover protocols for both Capital & Operating Funds.*
- › *Billing, Payment & Reimbursement Policy/Guidelines*
- › *Debt Policy & Guidelines*



Primary Outcomes Resulting in Consensus at both Workshops

Required Elements

Multi-Year Vision Plan

- › *Multi-Year Capital Improvement Plan*
- › *Multi-Year Operating Program*
- › *Update of the Financial Model Assumptions (if applicable)*

Annual Work Program

- › *Annual Operating Budget Ordinance*
- › *Annual Tax District Administration Budget (which should include all revenues, with restrictions notes)*
- › *Reference to Multi-Year Capital Improvement Plan*
- › *Annual Capital Budget Ordinance*
- › *Reference to Multi-Year Operating Program*
- › *Update of the County Transit Financial Plan*
- › *Multi-Year Capital Funding Agreements or Master Agreements*
- › *Multi-Year Operating Agreements or Master Agreements*



Primary Outcomes Resulting in Consensus at both Workshops

Defining Equitable Use of Net Proceeds

Essentially – the revenues collected in a County must be spent for the benefit of that County. That does not mean they have to be spent in the County.

For Cross-County projects, rates that are negotiated on some agreed upon periodic basis by the counties are by definition equitable (cost-share agreement would be necessary for such application).



Topics Achieving Consensus – BUT Further Refinement Still Necessary

Supporting Increased Cost of Existing Services (ICES)

New alternative formula suggested that is tied to overall level of funding committed rather than specific routes or services.

New alternative formula also considers a limitation (or 'cap') that would prevent providers receiving more than a certain agreed upon value proportion from a specific revenue source (negotiated annually).

Current ILA: Half of the \$7 vehicle fee is the cap

This would allow all transit providers access to funding to cover ICES

Current ILA: GoTriangle is not eligible for such funding



Topics Achieving Consensus – BUT Further Refinement Still Necessary

Multi-Year & Annual Work Program Amendment Process/Thresholds

Process expected to follow the new annual work program approval process (majority of stakeholders confirm said process).

Dialogue further informed expectations for acceptable thresholds and how they are defined that which would trigger the need for board review/approval of OR staff review/approval of any type of amendment.



Topics Resulting in both Majority & Minority Perspective

Orange County SWG Membership & Associated Voting Structure

Confirmed Alternative From March 1st Workshop



Voting Members:

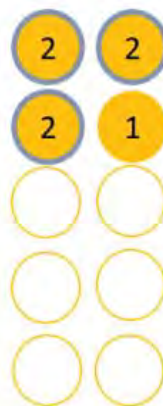
- Orange County
 - Administration & Planning
- DCHC-MPO
- GoTriangle
- Town of Chapel Hill
 - Administration & CHT
- Town of Carrboro
- Town of Hillsborough
- City of Mebane

PAS = 2 Votes each
Non-PAS = 1 vote each

Non-Voting Members:

- TJCOG
- UNC Chapel Hill

GoTriangle Preferred Alternative



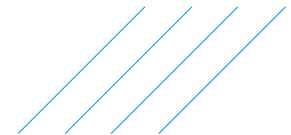
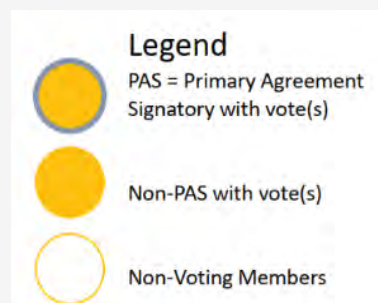
Voting Members:

- Orange County
 - Administration & OPT
- DCHC-MPO
- GoTriangle
- Chapel Hill Transit

PAS = 2 Votes each
Non-PAS = 1 vote each

Non-Voting Members:

- TJCOG
- UNC-Chapel Hill
- Town of Chapel Hill
- Town of Carrboro
- Town of Hillsborough
- City of Mebane



Topics Resulting in both Majority & Minority Perspective

Voting on Annual Work Program & Budget Approval Process

Recommended language would provide:

- › The County first opportunity to consider approval of the Annual Work Program as recommended by the Staff Working Group.
- › County would have oversight to 'Approve,' or 'Deny.'
- › Upon Approval, GoTriangle BOT would receive County Work Program (which includes budgets).
- › GoTriangle would not be able to make any changes, but could approve or deny while producing a list of Significant Concerns or technical issues

*This language/process was confirmed by both Counties, as well as DCHC-MPO.
GoTriangle raised concerns over schedule related to how the annual work program and budget should reach GoTriangle BOT with the BOCC now being recommended to review first.*



**ATKINS**

Member of the SNC-Lavalin Group

Durham & Orange Counties Transit Plan Governance Study

Staff Contacts:

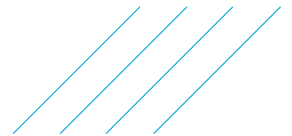
- Durham County: Ellen Beckmann
- Orange County: Travis Myren

GoTriangle Liaisons

- Meg Scully
- Jay Heikes

Atkins Project Manager

- Adam Howell, AICP





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

4600 Emperor Boulevard
Suite 100
Durham, NC 27703

Thursday, May 5, 2022

8:30 a.m.

Remote | Microsoft Teams

Committee members present | Corey Branch [left 9:38 a.m.], Sig Hutchinson, Renée Price, Jennifer Robinson [left 9:57 a.m.], Stelfanie Williams [left 9:53 a.m.]

Other members present | Will Allen

Committee members absent | Valerie Jordan

Committee Chair Renée Price officially called the meeting to order at 8:33 a.m. A quorum was present.

I. Adoption of Agenda

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

II. Approval of Minutes

Action: A motion was made by Hutchinson and seconded by Branch to approve the minutes of April 7, 2022. Upon vote by roll call, the motion was carried unanimously.

III. Wake Transit FY2022 Q4 Proposed Wake Work Plan and Budget Amendment

Steven Schlossberg's presentation is attached and hereby made a part of these minutes. He explained that the two major amendments relate to unencumbering funds allocated for GoTriangle's farebox upgrades and mobile ticketing project and the City of Raleigh's farebox upgrades. Together, these two projects are putting \$2 million back to fund balance. A third, minor amendment is an extension of projects for the City of Raleigh, GoTriangle and the towns of Cary and Holly Springs for two years. There is no additional financial impact to the Wake Transit Plan. Schlossberg also shared that seven comments were received on these amendments during the public comment period.

Finally, Schlossberg stated there also is a revision to a previously adopted budget ordinance amendment [2022 0004] reallocating reserves from commuter rail transit to bus rapid transit. The previous amendment misidentified the amount by \$285,000. This correct has no impact to the Wake Transit Plan.

The TPAC has recommended these amendments and the CAMPO Executive Board will consider them on May 18. The total financial impact is \$2,028,121 back to fund balance.

Action: A motion was made by Hutchinson and seconded by Branch to recommend that the Board of Trustees approve the FY2022 Q4 Wake Transit Work Plan amendment and budget ordinance amendment 2022 0007. Upon vote by roll call, the motion was carried unanimously.

IV. Contract for GoDurham Bus Stop Improvements

Eric Simpson explained that the adopted Durham County Transit FY2020 and FY2021 work plans included funding for bus stop improvements in Durham. The first 16 improvements were completed in April 2021 and another 17 in November 2021. Work began on the third group of 12 in April. This fourth contract will make improvements at 11 bus stop location.

Three responsive and responsible bids were received, with Whitely Contracting, Inc. – a DBE – being the low bidder at \$368,573.50. Recent rising costs have increased the cost of improvements, and at an average cost of \$53,000 per stop, this contract is above the \$50,000 per stop budget. Simpson stated that savings on previous contracts will keep the program on budget.

He added that as of April, DBE participation on these contracts was at 86%. This contract will increase the percentage to 89%.

Hutchinson asked if there are funds to provide immediate improvements in the Braggstown community based on recent complaints. Lattuca responded that the bus stop optimization study planned for Durham may result in the relocation of some of the stops but the physical fix for some of the issues will require the cooperation of NCDOT, the City, Durham County and GoTriangle. Eggleston stated that capital development staff has already obtained approval to install lighting at one stop in the area. She said the process could take one to two months to notify adjacent property owners and get the lighting installed. She stated that another location is being evaluated for installation of a two-seat bench. She said there is a dedicated budget to respond to requests for tactical amenities improvements. She said the more comprehensive, city-wide bus stop optimization study will be completed over the next 18-24 months and will get bus stops located in a place where accessibility, safety and amenity improvements can be made.

Williams asked about the process for identifying bus stops that need improvements. Eggleston explained that the Durham Transit Plan includes recurring annual funding of \$2.5 million for 50-75 improvements per year. She stated the funding is aligned with GoTriangle's physical ability from a contracting workload standpoint. She said the prioritization process assesses stops for ridership, safety concerns, proximity to neighborhood amenities and other criteria to identify 75-100 stops for improvement in the upcoming year. Eggleston offered to give a presentation on the prioritization process at the next Board meeting. She added that there is frustration among residents with the number of government agencies involved with these issues, with some streets being owned by the city and other by NCDOT. GoTriangle is responsible for making the improvements and the City of Durham's public works department handles road maintenance. She also noted that although funding is available for improving stops, it is not sufficient for sidewalk improvements and roadway design issues that also exist.

Action: A motion was made by Robinson and seconded by Hutchinson to recommend that the Board of Trustees authorize the President/CEO to award and execute a contract with Whitely Contracting Inc. for construction, installation of bus stop amenities, and other related bus stop improvements at 11 GoDurham bus stop locations in the amount of \$368,573.50, plus an

additional \$36,426.50 for project contingency. Upon vote by roll call, the motion was carried unanimously.

V. Bus Service Update

Jennifer Green provided an update on GoTriangle bus service, which is attached and hereby made a part of these minutes. She stated that the public transportation industry has been shaken by the pandemic, with bus service falling dramatically at beginning and gradually returning. She added that challenges with operator recruitment have resulted in reduced service for GoTriangle while planning for future service expansion and improvement.

A 2018 on board survey recorded that 53% of GoTriangle passengers report household incomes greater than \$35,000. This is compared to less than 20% of GoDurham, GoRaleigh and GoCary households. Additionally, while 14% of GoTriangle riders report household incomes less than \$10,000, these three agencies report 34-42% of households with incomes under \$10,000.

The majority of GoTriangle riders [58%] also have both a driver's license and an available vehicle, while 18% have neither. Seventy percent of GoTriangle passengers' main trip purpose is work, with school/college trips coming in second at 18%.

Compared to January 2020, GoTriangle has seen its ridership make a steady return - greater than the national average - to 76% as of September 2021. The greatest increase was seen in August 2021 when universities and schools returned to in-person learning. Currently GoTriangle is providing just over 5,000 daily trips on weekdays compared to 7,000 pre-pandemic. The growth has continued even though service was reduced due to 70% of pre-pandemic service due to a shortage of bus operators. The most consistent ridership is on all-day routes and especially on weekend service.

The post-pandemic travel market indicates a need to shift to improving frequency on all-day, seven days a week service which will benefit all riders. It is likely that traditional office job centers and major activity centers will continue to be main destinations.

GoTriangle has begun a smaller vehicle program to allow new operators to drive before the CDL licensing process is complete. These smaller vehicles were deployed beginning in April on the four lower ridership routes.

GoTriangle also has begun recruiting at Durham Station. Seven applications have been received since the office opened in April. Additionally, GoTriangle is promoting operator openings through Facebook and television advertising, marketing campaigns, job fairs and public outreach at events.

Green shared the service themes that have been identified:

- New or improved all-day regional connections - particularly between major downtowns
- More 30-minute evening service – several routes experience high ridership past the traditional PM peak period

- Service until midnight – to accommodate retail and service sector jobs and non-work trips
- Explore converting under-utilized routes into microtransit areas – to more cost effective and provide better mobility on routes that serve fewer than five riders per trip

Green said a public engagement effort is ongoing that will provide planners with additional information about changing travel patterns due to the pandemic as well as feedback on service concepts.

Members discussed the operator shortage related to the starting wage, benefits and training.

Branch left.

VI. FY2022 Q3 Financial Results

Jennifer Hayden presented financial results as of March 31, 2022, for GoTriangle and the three county transit plans.

GoTriangle revenues

- Total revenues \$18.9 million, down \$11.5 million from FY2021 year-to-date
- Bus service revenue \$2.5 million
- Paratransit service revenue \$54,000
- \$5 vehicle registration tax \$4.9 million
- Vehicle rental tax \$4.3 million
- Grant funds \$3.2 million
- Other reimbursements \$1.3 million [\$485,000 operating, \$778,000 capital]

GoTriangle expenses

- Total expenses \$24.2 million, down \$3.1 million from FY2021 year-to-date
- Transit operations expenses \$17.9 million
- Administration expenses \$3.5 million
- Capital expenses \$2.9 million, down \$34.5 million from FY2021 year-to-date

Durham Tax District

- Total revenues \$31.4 million, up \$4.4 million from FY2021 year-to-date
- ½ cent sales tax revenues \$28.3 million
- \$3 and \$7 vehicle registration tax \$1.8 million
- Vehicle rental tax \$929,000
- Total expenses \$5.7 million, down \$5.9 million from FY2021 year-to-date

Orange Tax District

- Total revenues \$7.9 million, consistent with FY2021 year-to-date revenues
- ½ cent sales tax revenues \$6.6 million
- \$3 and \$7 vehicle registration tax \$848,000
- Vehicle rental tax \$454,000
- Total expenses \$4.1 million, down \$272,000 from FY2021 year-to-date

Wake Tax District

- Total revenues \$95.1 million, up \$9.8 million from FY2021 year-to-date
- ½ cent sales tax revenues \$85.2 million
- \$3 and \$7 vehicle registration tax \$7 million
- Vehicle rental tax \$2.9 million
- Total expenses \$20.3 million, down \$1 million from FY2021 year-to-date

Williams left.

VII. FY2023 Budget Update

Sandra Freeman reviewed revenue and expenses for the FY2023 budget, which is attached and hereby made a part of these minutes. She stated that staff is preparing for the budget workshop and continuing to make adjustments to reduce the deficit [drawdown of reserves].

Robinson left.

She said that staff will be finalizing the package for the budget workshop. No change to vehicle rental tax revenues has been included in the budget, but she encouraged the Board to have a discussion. She added that the North Carolina Division of Motor Vehicles now adjusts fees every four years based on the Consumer Price Index. She stated this is similar to the suggestion she has made for GoTriangle's vehicle registration tax, which is the same \$5 originally levied in 1989.

VIII. Adjournment

Action: Chair Price adjourned the meeting at 10:08 a.m.

Prepared by:

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

Contract Work Orders – April 2022 (< \$100K)

Contract #	Contractor (or subject if no contractor listed)	Contract Amount	Subject	Comments	Pres/CEO Date Executed
19-107	Telecommunication & Industrial Consulting Services Corporation (TELICS)	\$5,355	Task Order No. 12	This Task Order is being issued in accordance with the On-call Real Estate Services contract with Telecommunication & Industrial Consulting Services Corporation (TELICS). The term of this agreement shall not exceed 30 day from its inception.	04/08/2022
19-107	Telecommunication & Industrial Consulting Services Corporation (TELICS)	\$6,090	Task Order No. 13	This Task Order is being issued in accordance with the On-call Real Estate Services contract with Telecommunication & Industrial Consulting Services Corporation (TELICS). The term of this agreement shall not exceed 30 day from its inception.	04/13/2022
22-021	American Party Rentals	\$824.51	Rental Agreement	This Agreement provides Rental Supplies for Laurie Barrett's Retirement Party.	04/13/2022
22-022	RB Infrastructure LLC	\$3,655,952	RUS Bus Development Agreements	This approval involves various RUS Bus Development Agreements: the Joint Development Services Agreement (JDSA), the Joint Development Agreement (JDA), and the First Amendment with Limited Notice to Proceed. Under these agreements funding for design services shall not exceed \$1,219,126 and funding for early construction activities shall not exceed \$2,436,826 (total NTE \$3,655,952). GoTriangle may terminate the JDSA and JDA for convenience if subsequent agreements are not made and entered into by Jun 30, 2022. Related Board Approvals: Oct 27, 2021; Nov 17, 2021; Dec 15, 2021; Mar 23, 2022	04/14/2022
22-023	RB Infrastructure LLC	\$0	Lease Agreement	This Lease is necessary to enable the developer and its contractors to begin construction of the RUS Bus facility, all in accordance with the Joint Development Services Agreement (JDSA) and the First Amendment to Development Agreements. The JDSA and First Amendment are being contemporaneously executed with the Lease. This Lease is terminable at will. Funding is as specified in the JDSA and First Amendment. This Lease commits no additional payments by GoTriangle. Related Board Approvals: Oct 27, 2021; Nov 17, 2021; Dec 15, 2021; Mar 23, 2022	04/14/2022
22-020	Premier Commercial Security, Inc.	\$0	Use Agreement	This Agreement provides for temporary access of GoTriangle property.	04/14/2022
18-041B	MBP Carolinas Inc.	\$65,951	Task Order No. 9	This Task Order Agreement provides for the Construction Management Inspections to support inspection of fourteen (14) GoDurham and GoTriangle bus stops: GoDurham (13) and GoTriangle in Wake County (1). The Period-of-Performance for this work is 120 calendar days from NTP.	04/19/2022
21-089	Bar Construction	\$0	Amendment No. 1	This Amendment provides for incorporation of the New Federal Clause "PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT."	04/19/2022

Contract Work Orders – April 2022 (< \$100K)

Contract #	Contractor (or subject if no contractor listed)	Contract Amount	Subject	Comments	Pres/CEO Date Executed
21-046	North Carolina State University	\$0	Amendment No. 1 to Master Research Agreement	This Amendment provides for incorporation of the New Federal Clause “PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT”.	04/19/2022
18-041E	Kimley-Horn and Associates, Inc.	\$0	Amendment No. 6 to Task Order 2	This Amendment extends the expiration date to Jul 31, 2022.	04/25/2022
19-090	Innovate P3 LLC	\$5,638	Amendment No. 4	This Amendment provides for Invoicing and Compensation. The term of the Contract is extended through Apr 30, 2022.	04/27/2022

HR Board Report – May 2022

NEW HIRES

Vessie Boney, Customer Information Specialist - Part Time Weekend
Nicole Butler, Paratransit Operator I
Danielle Weaver, Senior Project Controls Administrator
Laquinta Spence, Bus Operator I

PROMOTIONS

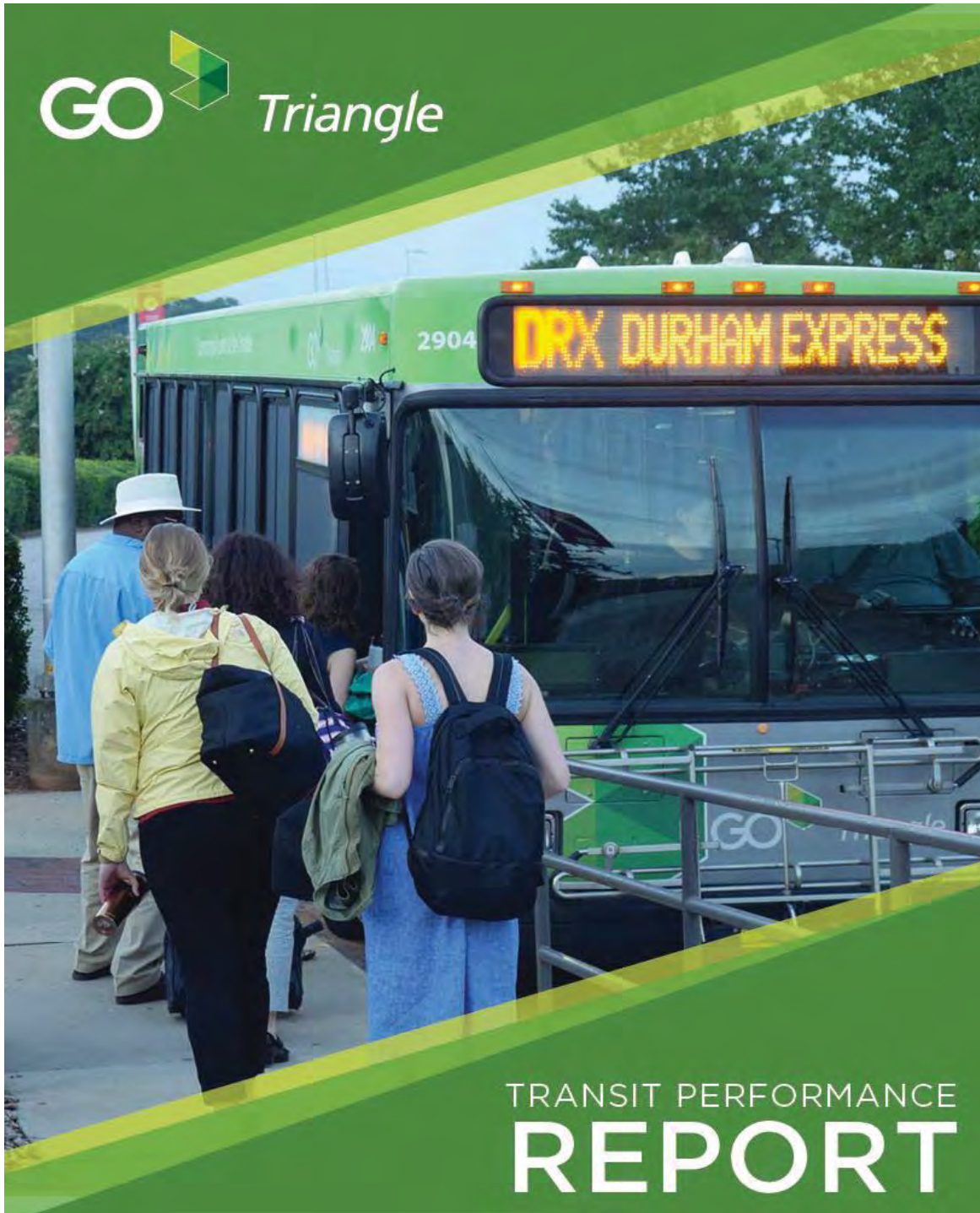
Sergio Campos, Mechanic I to Mechanic II
Assegid Haile, Bus Operator I to Bus Operator II
Milton Rose, Paratransit Operator I to Paratransit Operator II

SERVICE AWARDS

Majid Mohamed, 15 Years
Aaren Landrum, 15 Years
Bernadette Parrish, 15 Years
Amber Warren, 10 Years
Liston Peoples, 10 Years

RECRUITING

Bus Operator I
Compliance Specialist – EEO/DBE/Title VI
Customer Information Specialist
Diesel Mechanic
Director of Regional Partnership
Maintenance Supervisor (Electronics)
Paratransit Operator I
Principal Planner
Public Engagement Supervisor
Regional Data Technician
Senior Customer Information Specialist - Bilingual Spanish
Senior Financial Analyst
Service Attendant
Transit Service Planner
Travel Services Associate – Bilingual Spanish



April 2022

TRANSIT PERFORMANCE
REPORT



Fixed Route

Consists of vehicles operating
along a defined route on a
consistent schedule

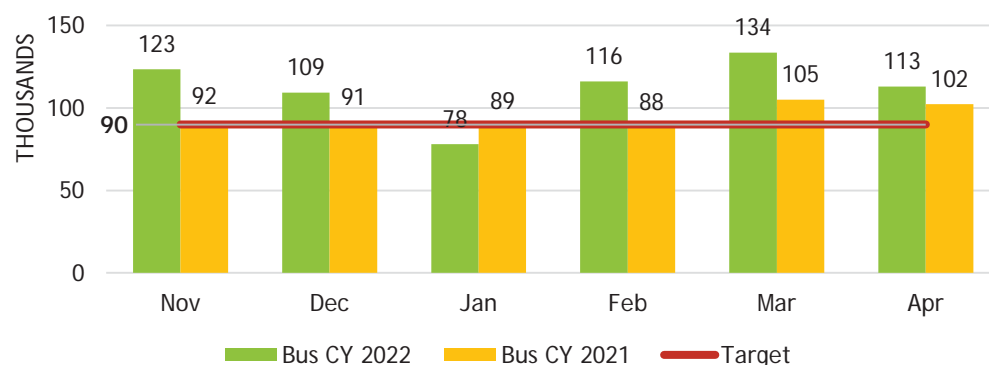
Fixed Route Year-to-Year Summary

	YTD 2022	YTD 2021	Apr 2022	Apr 2021
Passenger Boardings	1,169,789	957,735	115,315	102,260
Passengers/Revenue Hour	12.7	7.6	12.9	8.9
On-Time Performance	85.9%	92.2%	84.4%	91.6%
Total Mechanical Failures	148	224	15	14
Mean Distance Between Failures	54,913	56,342	25,754	86,811
Bus Total Miles	1,976,867	2,648,078	206,030	260,433
Collisions per 100,000 Revenue Miles	0.76	0.47	0.61	0.00
Verified Complaints per 100,000 Passengers	1.5	0.7	0.0	0.0

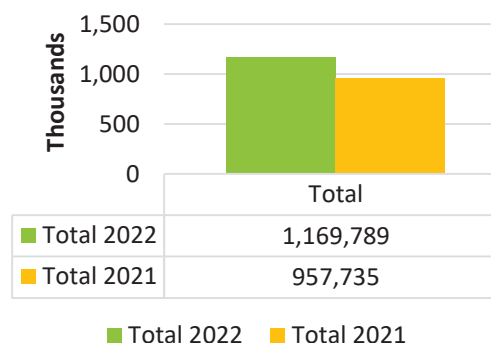
Passenger Boardings

- ▶ Defined as the number of times passengers board public transportation vehicles
- ▶ All years shown are the fiscal year of the latest month

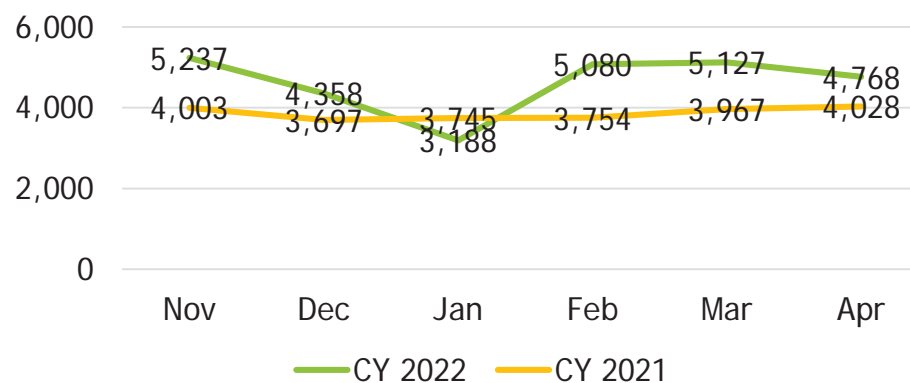
Monthly Passenger Boardings



Total

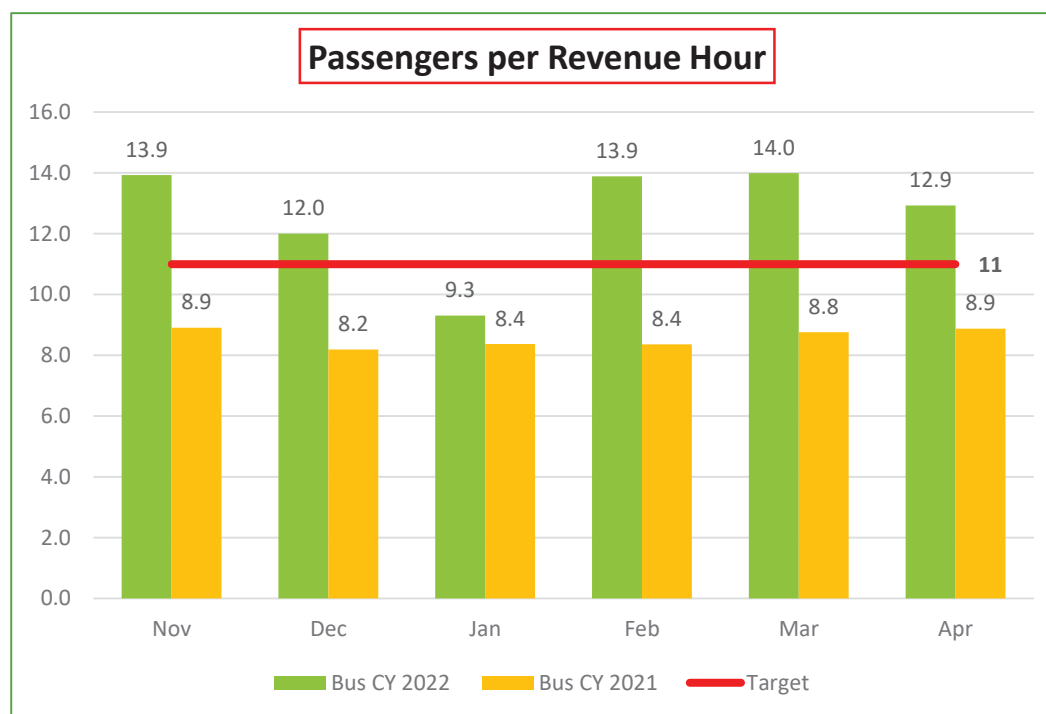


Average Weekday Passenger Trips



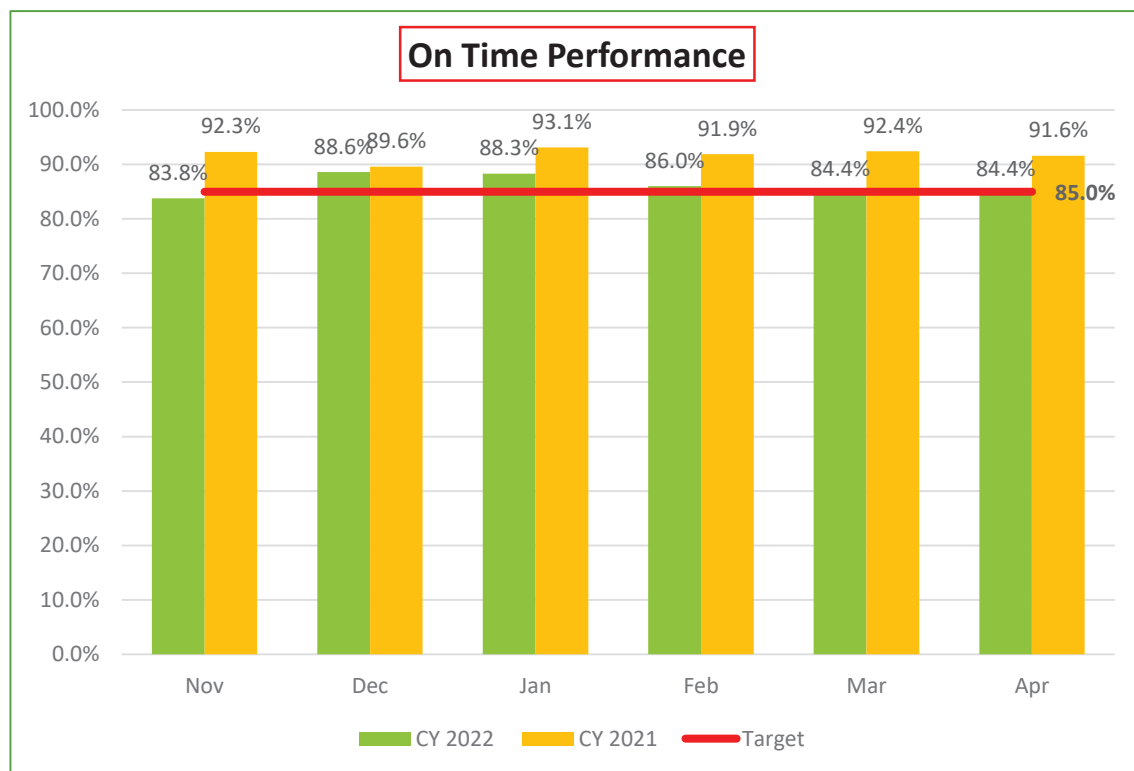
Passengers per Revenue Hour

Measures total fixed route bus ridership, divided by total fixed route bus revenue service hours



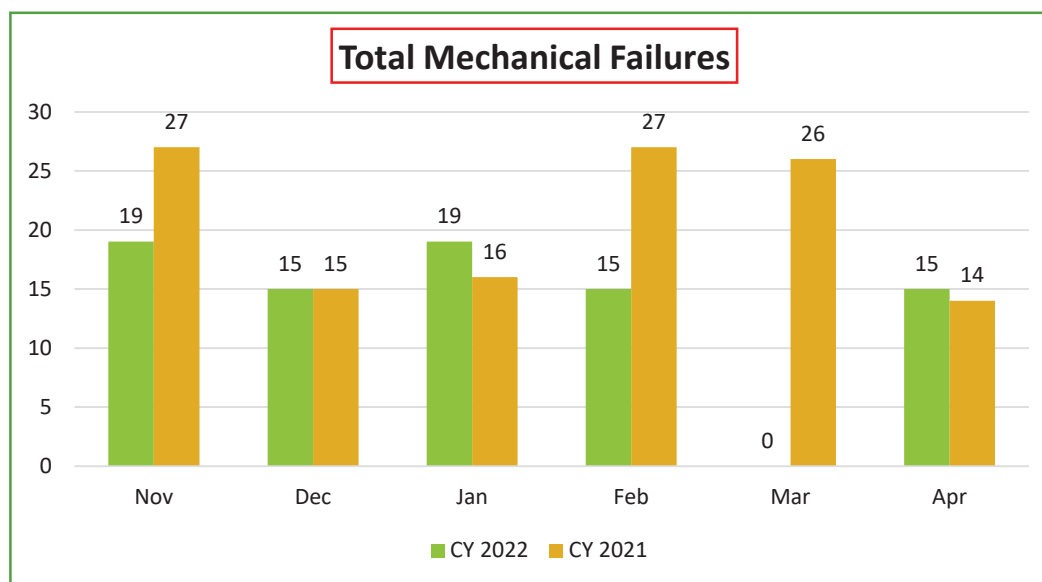
On-Time Performance

Measures on-time performance of fixed route bus service. On-time is defined as bus arrival at the stop between one minute early and five minutes late.



Mechanical Failures

Measures the total number of mechanical failures, major and other, of the bus fleet.

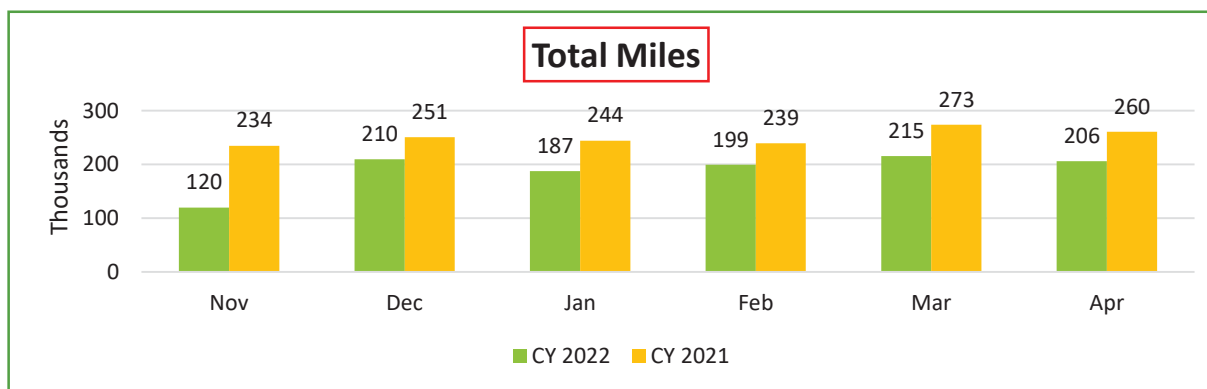
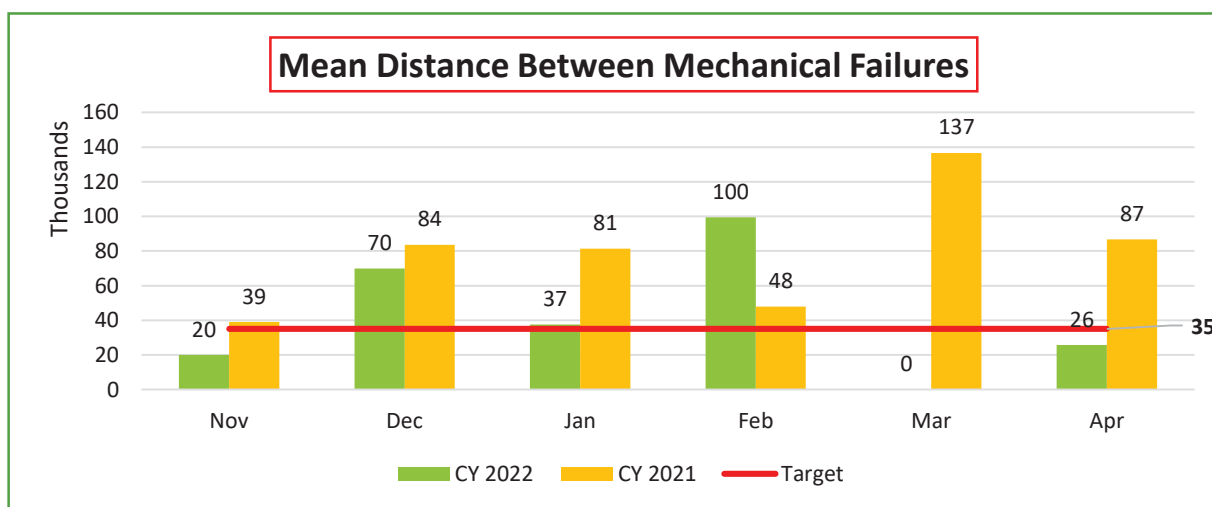


CY 2022						
	Nov	Dec	Jan	Feb	Mar	Apr
Major	6	3	5	2		8
Other	13	12	14	13		7
Total	19	15	19	15		15

CY 2021						
	Nov	Dec	Jan	Feb	Mar	Apr
Major	6	3	3	5	2	3
Other	21	12	13	22	24	11
Total	27	15	16	27	26	14

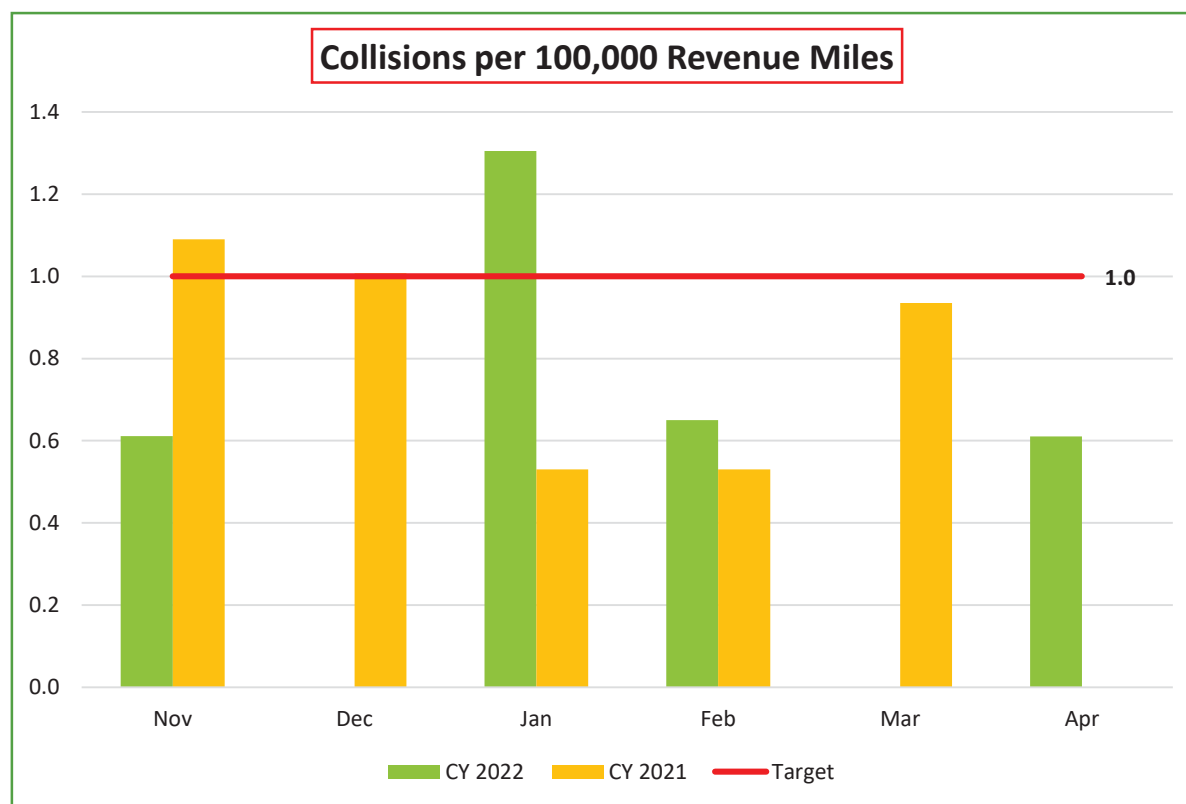
Mean Distance Between Failures

Measures the miles between major mechanical failures on the fixed route fleet (Note: Higher Bus Mean Distance Between Failures is better.)



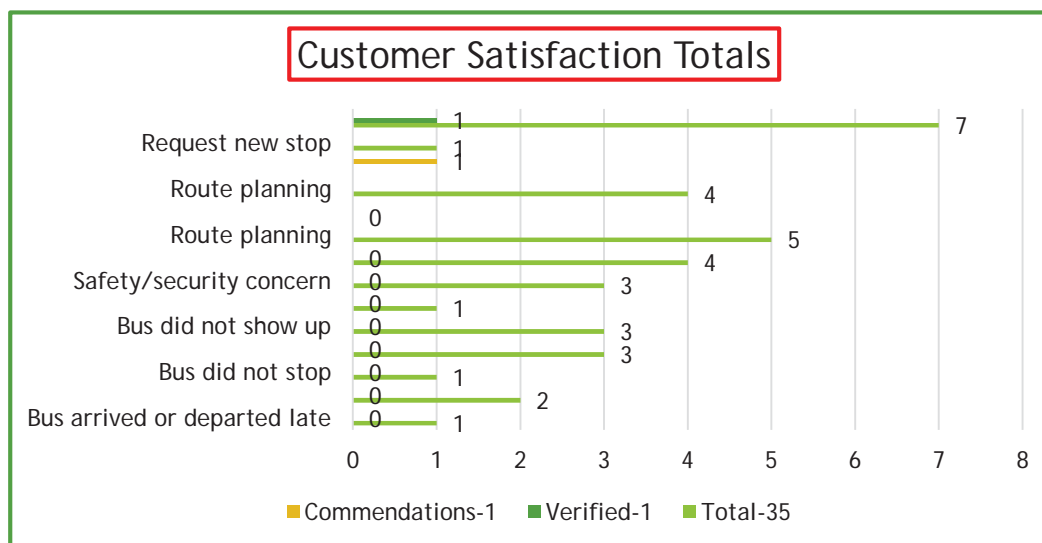
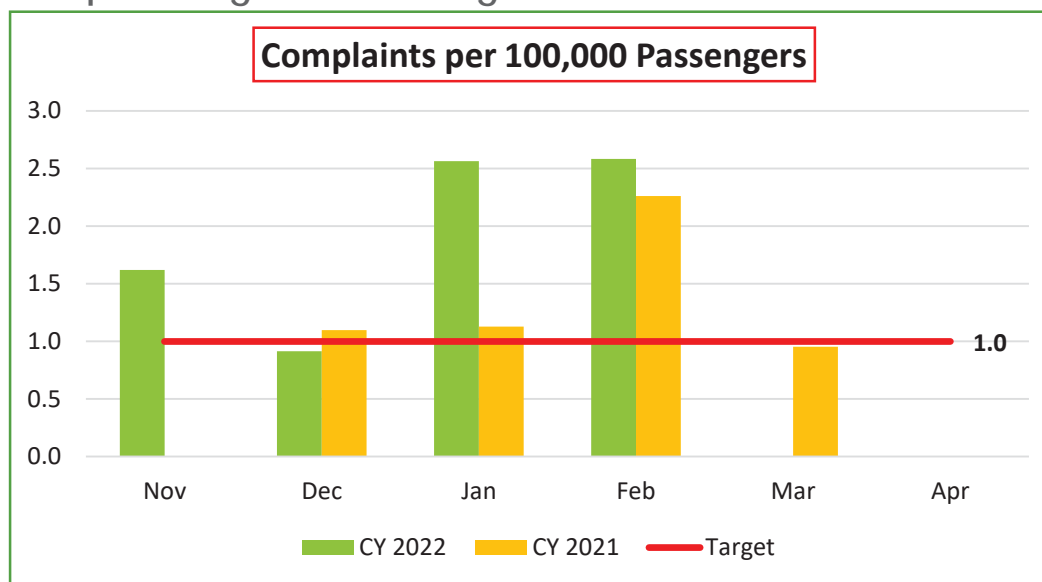
Collisions per 100,000 Revenue Miles

Measures the number of preventable collisions involving bus service per 100,000 miles.



Customer Satisfaction

Measures verified customer complaints about bus service per 100,000 bus passenger boardings.





Paratransit

ADA service where passengers request trips and vehicles respond to the request.

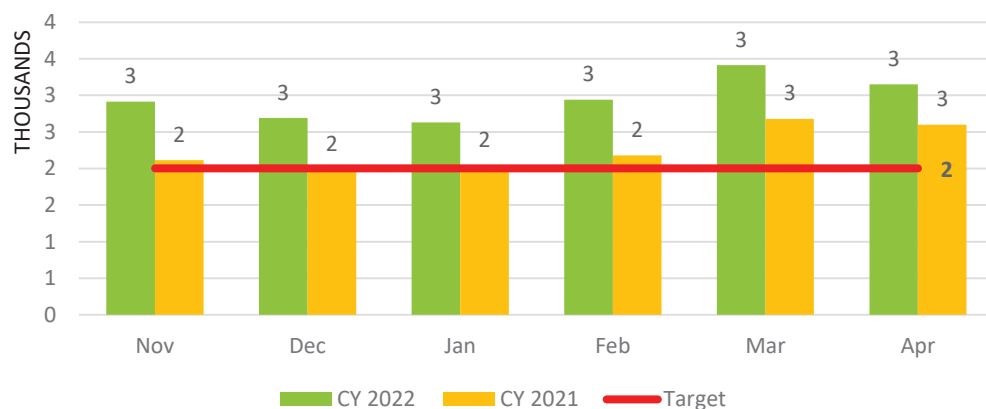
Paratransit Year-to-Year Summary

	Apr 2022	Apr 2021	YTD 2022	YTD 2021
Passenger Boardings	3,148	2,598	29,051	22,702
Passengers/Revenue Hour	2.0	2.0	2.1	2.1
On-Time Performance	84.5%	91.8%	79.4%	93.7%
Total Mechanical Failures	0	0	1	0
Mean Distance Between Failures	No failures	No failures	No failures	No failures
ACCESS Total Miles	67,791	40,722	506,512	436,317
Collisions per 10,000 Revenue Miles	0.6	0.0	0.2	0.00
Verified Complaints per 10,000 Passengers	0.0	0.0	0.1	0.00

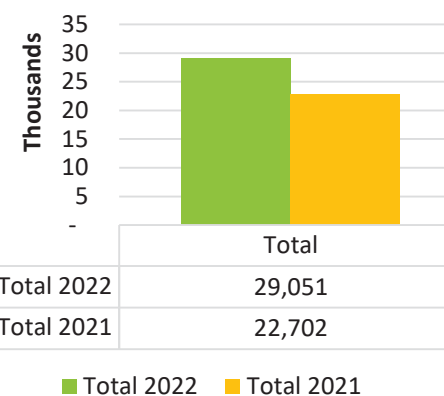
Passenger Boardings

Defined as the number of times passengers board public transportation vehicles

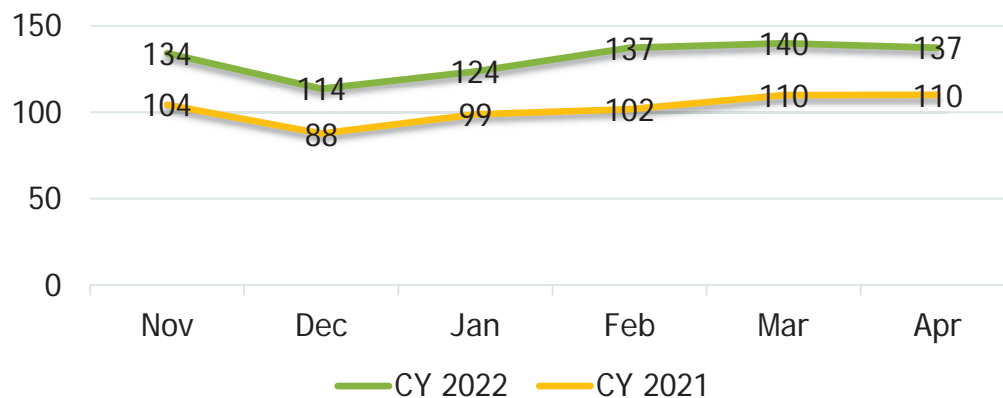
Monthly Passenger Boardings



Total

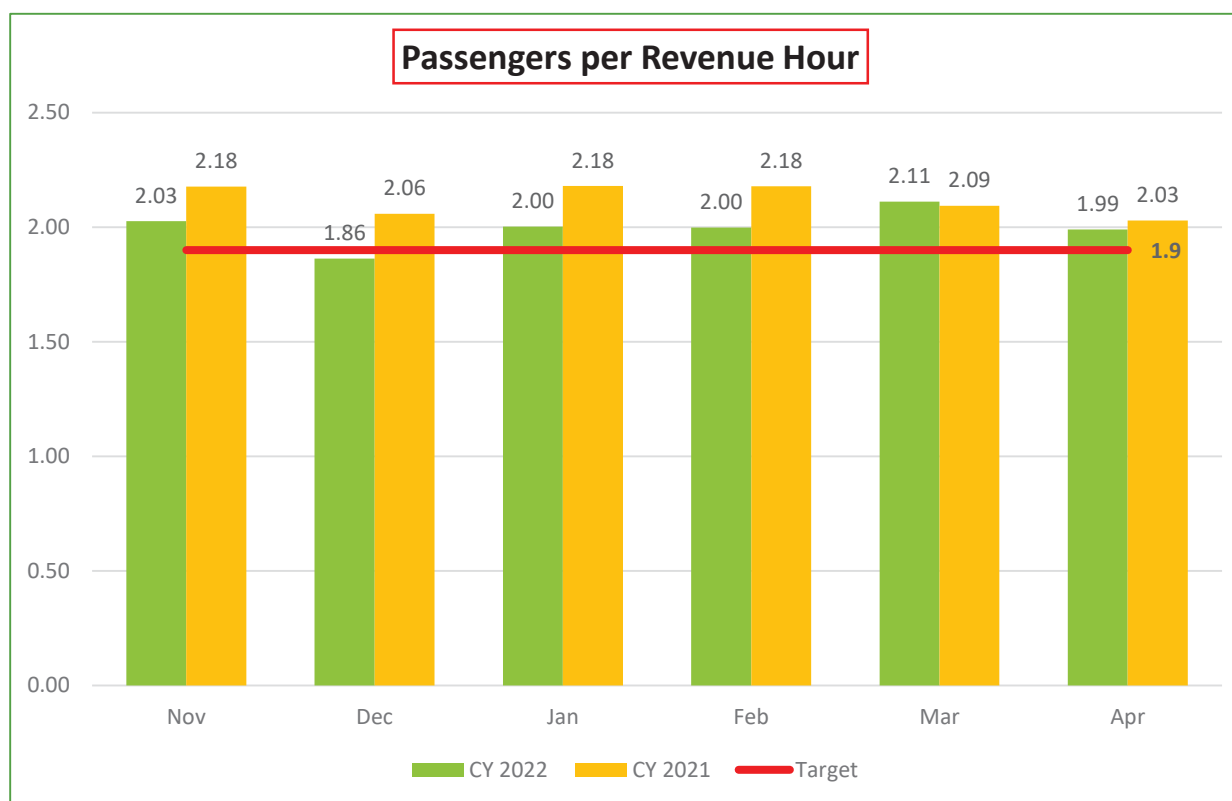


Average Weekday Passenger Trips



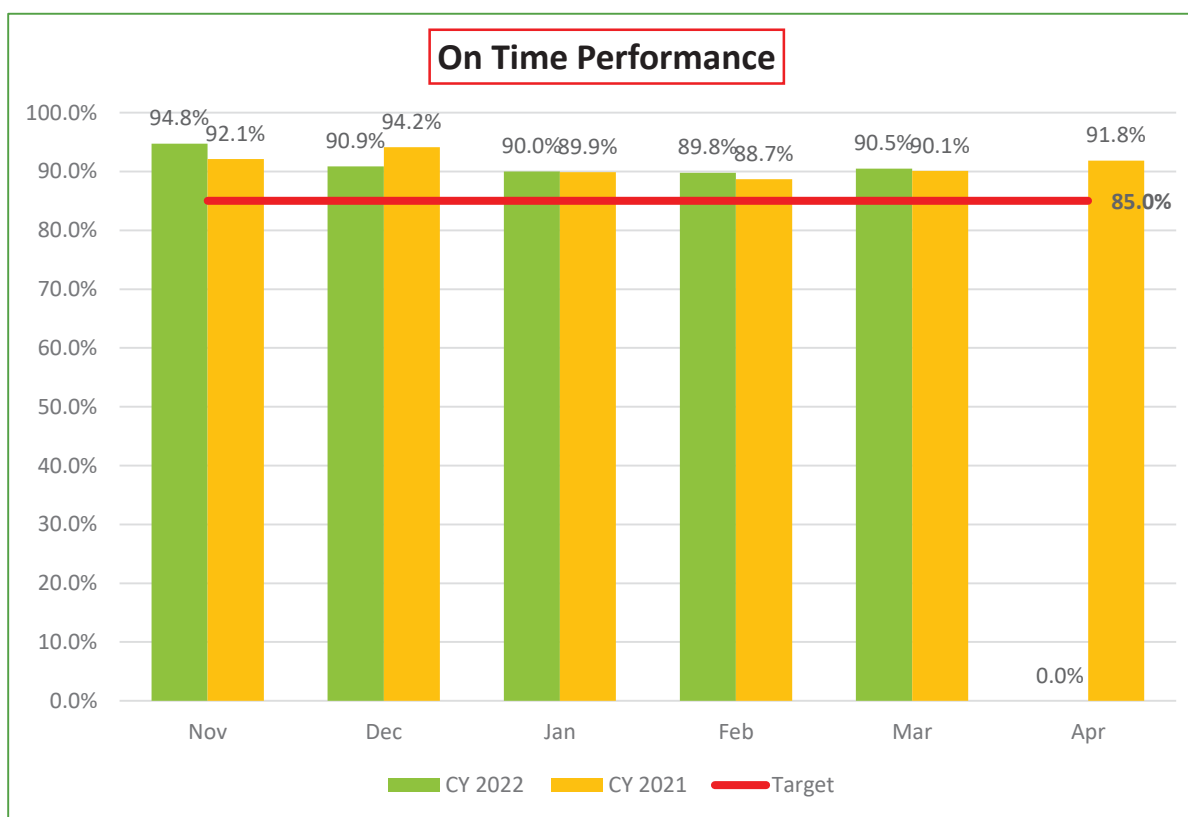
Passengers per Revenue Hour

Measures total ridership, divided by total service hours.



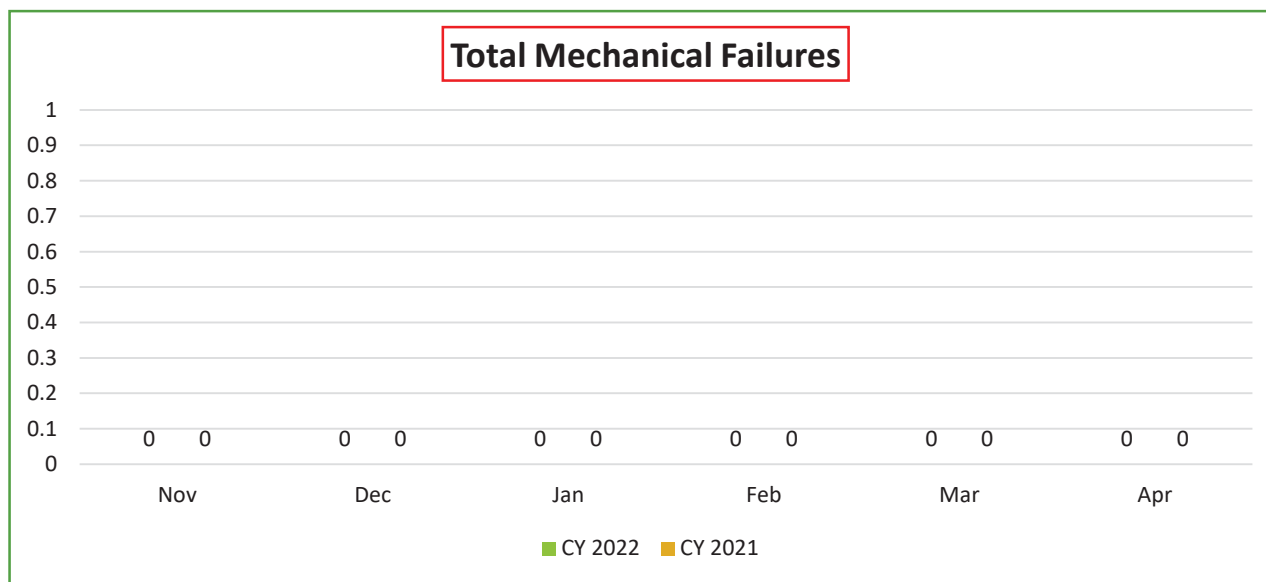
On-Time Performance

Define as being picked up within 30 minutes of requested pickup time.



Mechanical Failures

Measures the total number of mechanical failures, major and other, of the paratransit fleet.

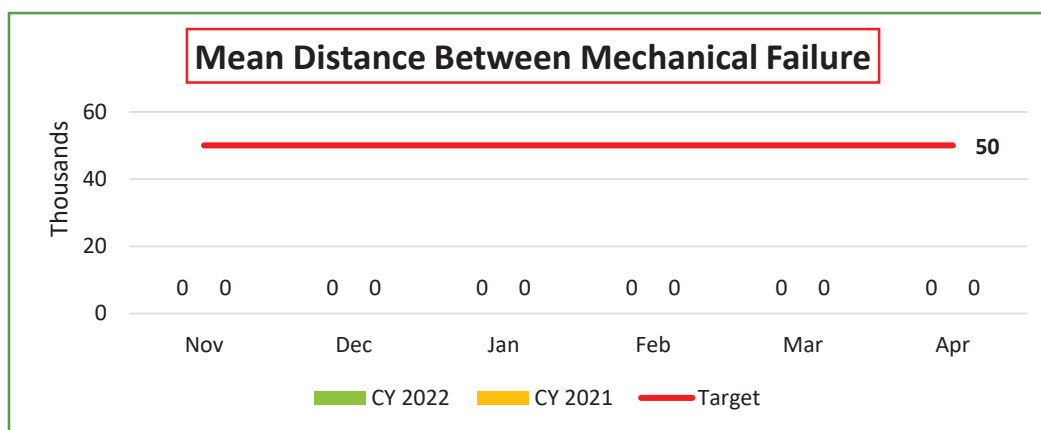


CY 2022						
	Nov	Dec	Jan	Feb	Mar	Apr
Major	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

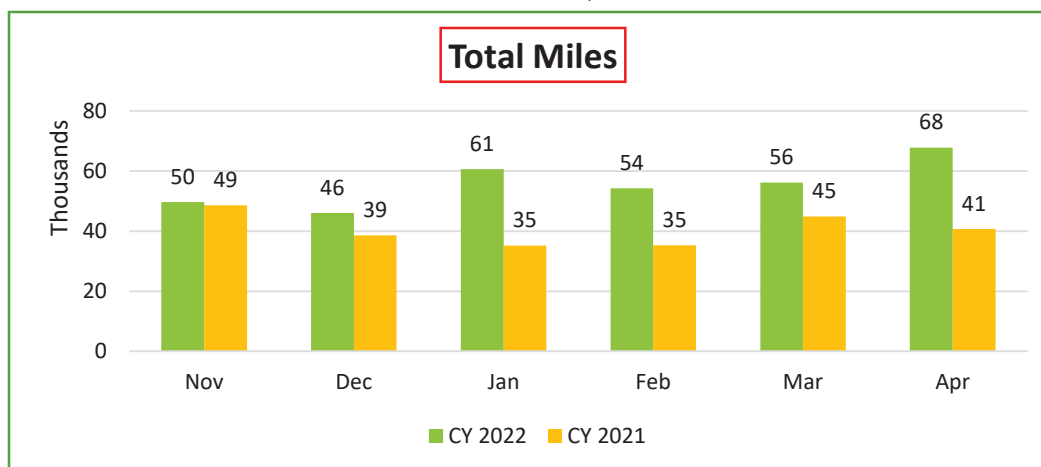
CY 2021						
	Nov	Dec	Jan	Feb	Mar	Apr
Major	0	0	0	0	0	0
Other	0	0	0	0	0	0
Total	0	0	0	0	0	0

Mean Distance Between Failures

Measures the miles between major mechanical failures on the Paratransit fleet. (Note: Higher Mean Distance Between Failures is better.)

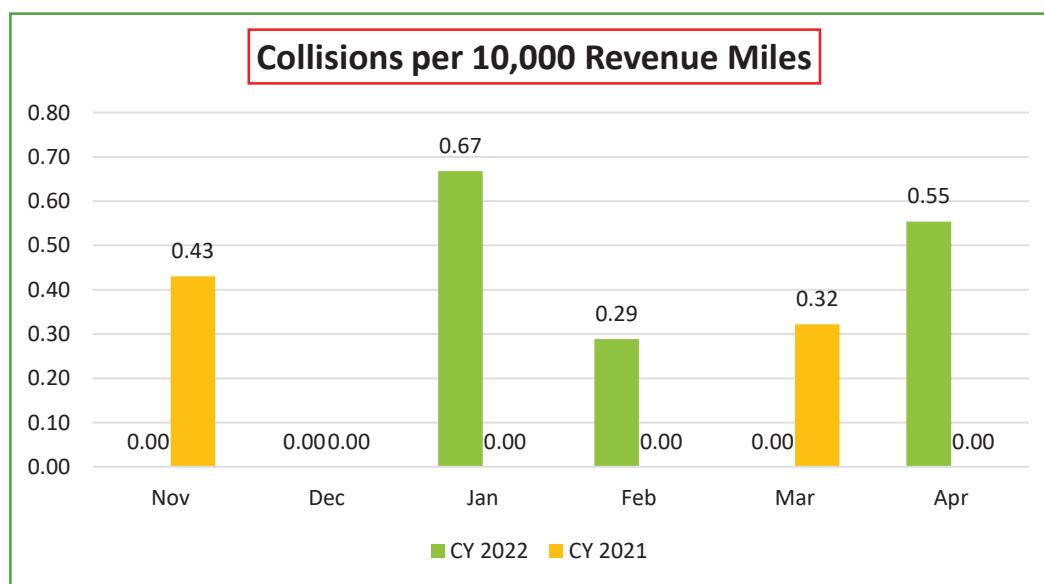


(0 indicates no mechanical failures for the month. There were no failures for November.)



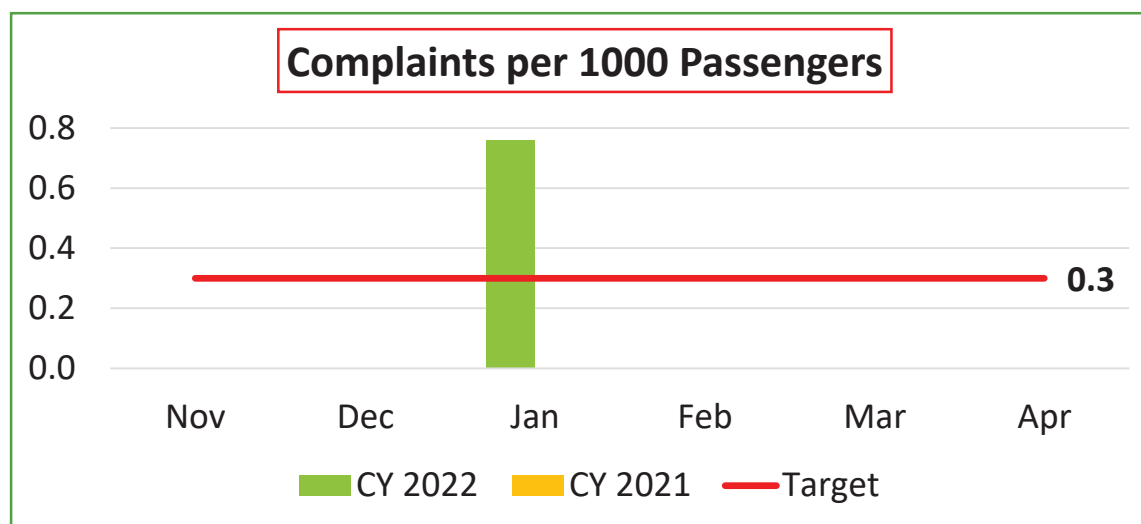
Collisions per 10,000 Revenue Miles

Measures the number of preventable collisions involving paratransit service per 10,000 miles.



Customer Satisfaction

Measures verified customer complaints about paratransit service per 1,000 passenger boardings.



MEMORANDUM

TO: GoTriangle Board of Trustees
FROM: Planning and Capital Development
DATE: May 12, 2022
SUBJECT: Capital Projects Status Report

Strategic Objective or Initiative Supported

2.4 Ensure an attractive and accessible transit environment

Action Requested

None

Background and Purpose

The Wake, Durham, and Orange transit plans and the GoTriangle Capital Improvement Program include funds to support planning, development, and delivery of transit capital infrastructure projects ranging from bus stop amenities to commuter rail infrastructure. This report includes a brief snapshot of the status, upcoming activities, and notable risks to on-time/on-budget delivery for active capital projects. The report is organized into the following sections:

- Bus Passenger Facilities
- Bus Operations and Maintenance Facilities
- Rail Transit Infrastructure Development

This report is updated monthly. New/updated information from the previous month's report is shown in underlined green text.

Financial Impact

None

Attachments

- None

Staff Contact(s)

- Katharine Eggleston, 919-485-7564, keggleston@gotriangle.org

Bus Passenger Facilities

Projects Under Construction

Bus Stop Improvements in Durham County (various)

Description – This project includes site selection, design, and construction of passenger amenities at GoDurham and GoTriangle bus stops in Durham County. The current pipeline of funding provides for construction of 50-75 stops per year.

Status – Since the start of FY20, GoTriangle has completed construction of improvements at 57 stops, and is proceeding with design, permitting, and construction of an additional 99. Feasibility analysis for prioritization is underway for a further 58 candidate locations, with candidate locations being evaluated on a rolling basis.

Upcoming Activities – Prioritization, design, plan approval, right-of-way acquisition, and construction activities will continue. Staff is evaluating opportunities for further process streamlining to accelerate delivery.

Bus Stop Improvements In Wake County (various)

Description – The Wake Transit Plan includes funding for improvements at existing and new GoTriangle bus stops throughout Wake County. GoTriangle has also secured supplemental federal funding through CAMPO's Locally Administered Projects Program for this project.

Status – In Wake County, since the start of FY20, GoTriangle has completed construction of improvements at 9 stops, and is proceeding with design, permitting, and construction of an additional 18. Feasibility analysis and environmental review is underway for a further 37 candidate locations.

Upcoming Activities – Prioritization, design, plan approval, right-of-way acquisition, and construction activities will continue. Staff is evaluating opportunities for further process streamlining to accelerate delivery.

Projects in Design

Patterson Place Improvements (18GOT_CD4)

Description – Nearly 200 riders per day board buses at the existing transfer point and park-and-ride served by GoTriangle route 400 and GoDurham routes 10 and 10A. This project includes new and additional concrete shelter pads and shelters at Witherspoon Boulevard and McFarland Drive. Improvements include: landscaping, curb-radius improvement to allow buses to turn right from southbound Witherspoon Boulevard onto westbound McFarland Drive to reduce bus travel time and serve additional future park-and-ride spaces.

Status – Signed plans have been obtained from the City of Durham. Real estate acquisition activities are underway. Staff is preparing the construction bid package.

Upcoming Activities – GoTriangle will complete necessary right-of-way acquisition activities and schedule the project for construction.

Cost Risk – Scope modification and rising construction costs are pushing the cost estimate over budget. Staff is working to redirect prior year federal funds to supplement the available local funds, and is considering structuring the bid package to include an alternate that can be removed if necessary to conform the project cost to available budget in the event that bids are high on the base scope.



Hillsborough Park-and-Ride (18GOT_CD8)

Description – This project includes site selection, real estate acquisition, design, and construction of a permanent park-and-ride for GoTriangle route ODX in Hillsborough. Park-and-ride utilization at the current leased lot for the ODX in Hillsborough is approximately 15 spaces per day. The original plan for the new lot included 35-50 spaces across two parcels of land; right-of-way for the full facility was acquired, however due to increased construction cost estimates, the scope was reduced to 31 spaces to allow for some growth in utilization while deferring full build-out to a future phase.

Status – Staff and outside counsel have identified the need for additional real estate agreements related to use of property that had previously been identified as an existing undeveloped right-of-way within the site. Orange county staff has concurred with GoTriangle’s procedural steps to resolve. The design is currently awaiting to advance through the plan approval process with Orange County once the property issue resolution is complete. The Real Estate consultant is engaged in acquisition of necessary easements and resolution of property issues with the undeveloped right-of-way.

Upcoming Activities – Property acquisition exhibits are under review and the consultant is preparing to update site design to align with real estate modifications.

Schedule Risks – As noted above, a need for additional real estate agreements was identified during site plan review. Coordination with Orange County to resolve this is ongoing. The schedule for plan approval and turnover of the project to Orange County for construction is dependent on resolution of the real estate issue.

GoTriangle Bus Stop Improvements in Orange County (18GOT_CD12)

Description – This project includes site selection, design, and construction of passenger amenities at up to 10 bus stops in the GoTriangle system within Orange County.

Status – Designs for four stops are complete and have been turned over to Orange County for construction, which is now underway with three locations complete. Design of additional stops is under review by Town of Chapel Hill, UNC and NCDOT, and GoTriangle is preparing for construction of three locations.

Upcoming Activities – Orange County will complete construction on the remaining stop of the initial group of four. GoTriangle expects to contract for construction of three additional locations and complete design on the remainder later this year.

Park-and-Ride Improvements in Wake County (Short-Term) (TC002-K)

Description – The Wake Transit Plan includes funding for short-term improvements to existing park-and-ride locations, in anticipation of more substantive investments that may be identified through the park-and-ride feasibility study.

Status – Permitting of the Bent Tree Plaza Park and Ride is underway; site plan has been submitted to the City and is under review.

Upcoming Activities – Formal plan approval by City of Raleigh for the Bent Tree location is anticipated in the coming months; following plan approval real estate activities will commence.



Raleigh Union Station Bus Facility (TC002-A)

Description – This project includes publicly-funded design and construction of an eight-bay off-street bus facility and related transit access improvements adjacent to Raleigh Union Station in downtown Raleigh, in conjunction with a privately-funded mixed-use development above the bus facility. The project was awarded a \$20 million BUILD grant from the US Department of Transportation (USDOT).

Status – [Early construction activities are underway on the site. The ASR process with the City is complete.](#)

The NEPA/Section 106 process is complete. [The developer agreements have been executed with a limited notice to proceed for design progression and early construction, and FTA review is nearing completion which will allow full authorization of the JDSA and JDA.](#) Coordination with FTA, City of Raleigh, SHPO, NCDOT and other stakeholders is ongoing to confirm third-party requirements affecting the project definition. GoTriangle submitted a draft white paper to submit to FTA describing proposed modifications to the grant scope, schedule, and budget breakdown. Monthly federal oversight meetings are continuing with the PMOC assigned to the project, and the third quarterly meeting with FTA [was held on](#) May 3, 2022. The Environmental Management Plan [has been approved by](#) NCDEQ and a brownfields agreement is being developed.

Upcoming Activities – Completion of the developer agreements, design progression and additional submittals to the City of Raleigh, coordination activities, management meetings, and agreement negotiations will continue on the project. Formal request for grant agreement modification will be submitted to FTA. The project schedule and cost estimates continue to be evaluated and updated.

Schedule Risks – [The sunset date for federal BUILD funds is September 30, 2025; continued progress on critical path activities is necessary to ensure eligible costs are incurred and reimbursed by FTA before that date.](#)

Cost Risks – Continued design advancement is critical to obtain a more detailed basis to refine cost estimates and obtain a clear cost risk profile for the project. Key cost risk areas include unknown geotechnical conditions, joint development project structure and negotiations, design details, and materials and labor price fluctuations.

Priority Bus Stop Safety Improvements in Durham (21GOT CD02)

Description – This project provides funding for design and construction of improvements to GoTriangle bus stops serving a high volume of passengers located on high-speed NCDOT roadways. Improvements could include, but are not limited to, construction of bus stop ADA pads, shelters, benches, bus pullouts and appropriate tapers, sidewalk, curb and gutter, curb ramps, crosswalks, pedestrian median refuge islands, appropriate safety signage, pedestrian signal heads and complimentary traffic signal modifications, and other complimentary or supporting roadway modifications. An initial pilot location has been identified on NC 54 west of the I-40 interchange.

Status – GoTriangle staff is coordinating with NCDOT on design of adjacent project. [Concurrence has been obtained for GoTriangle projects scope including extent and location of sidewalk, preference for a signalized diagonal crossing of NC 54 at Falconbridge, and improvements to the bus stops.](#) Consultant is proceeding with design [and related](#) activities.

Upcoming Activities – Consultant will continue to coordinate with NCDOT and GoTriangle and advance design.



Projects in the Planning Phase

Downtown Apex Transfer Point Improvements (TC002-AK)

Description – This enhanced transfer point in downtown Apex will facilitate regional connections and will serve multiple routes and agencies (GoTriangle 305, GoTriangle 311, and GoApex Route 1). It will also provide amenities such as large shelters, passenger information systems, benches, trash cans, and bike racks. The proposed location for the transfer point will be near the intersection of N Mason Street and Old Mill Village Drive, in downtown Apex. The project includes pedestrian access improvements in the vicinity of the transfer point by completing sidewalk gaps on the east side of Mason Street between Center Street and Old Raleigh Road. In addition, a pedestrian study will be completed and crossing improvements will be made if warranted and not already completed by the Town.

Status – A kickoff meeting to confirm project scope was held in February with Town of Apex staff, [with coordination ongoing the CAMPO and the Town since that time. GoTriangle intends to finalize the scope of the project with the third parties by June.](#)

Upcoming Activities – GoTriangle staff will be undertaking a NEPA evaluation and coordinating with FTA. Following scope discussions with Town of Apex [and CAMPO](#), task order for design will be issued.

Priority Transit Access Improvement, US 15-501 at Eastowne (22GOTCD01)

Description – This project aims to provide transit access improvements at the intersection of US 15-501 & Eastowne Drive in Chapel Hill, Orange County. This location will serve three developments, a new Wegman's grocery which will soon be open to the public; UNC Healthcare facilities under construction; and the newly renovated State Employees Credit Union (SECU) building (formerly the Blue Cross Blue Shield building). Together, these destinations will employ over 2,500 people along a core GoTriangle regional route (400), which provides all day, every day transit connections to Durham, Patterson Place/New Hope Commons, and Downtown Chapel Hill/UNC. This location will also be served by route 405, which provides direct connections to Durham and Carrboro during peak periods.

Status – Project kickoff with external stakeholders (NCDOT, Chapel Hill Transit, Town of Chapel Hill, PART) was held in February. [Primary activity currently is administrative related to activation of allocated federal funds.](#)

Upcoming Activities – Scope will be finalized and project will move forward to a design task order.

Park-and-Ride Improvements in Wake County (Short-Term) (TC002-K)

Description – The Wake Transit Plan includes funding for short-term improvements to existing park-and-ride locations, in anticipation of more substantive investments that may be identified through the park-and-ride feasibility study. One such improvement is currently in the planning phase; this project includes signs, markings, and passenger amenities at a new/replacement leased park-and-ride for GoTriangle route WRX at a new location to be determined.

Status – A kickoff meeting for a study to identify a new location in Wake Forest was held November 19, 2021 and the study is underway. A stakeholder meeting was held on January 13, 2022. The consultant has finalized a parcel search and is gathering stakeholder input.

Upcoming Activities – Consultant will prepare constraints and opportunities assessments for identified sites.

Schedule Risks – The nature of short-term leased/licensed park-and-rides and associated property owner coordination contributes to obstacles for scoping and delivering improvements. Efficient and timely development of high-quality facilities for short-term use requires strong partnerships with host property owners.



Regional Transit Center Feasibility Study (TC002-N)

Description – The Regional Transit Center (RTC) is the primary hub for GoTriangle regional bus services connecting Wake, Durham, and Orange Counties. The current location of the RTC on Slater Road in Durham creates overlapping routes leading to inefficiency. This feasibility study is evaluating location options that improve route efficiency and improve passenger amenities.

Status – [GoTriangle resubmitted the project RAISE grant application in April, with consideration for a site either north or south of NC 54.](#) The consultant completed drafts of documentation necessary for FTA environmental review and the Wake Transit Concurrence process. Property owner engagement is being scheduled.

Upcoming Activities – GoTriangle and the consultant will continue to progress pre-design activities.

Schedule Risks – The primary risk to continued progress is securing funding to implement the project. [Final site selection will be necessary to progress the project following securing funding.](#)

GoDurham Tactical Bus Stop Amenities (21GOT_DC03)

Description – Purchase and installation of seating, solar lighting, and real-time arrival signs at locations identified through customer requests and staff analysis of bus stops with existing conditions suitable for quick implementation.

Status – One bid was received in response to the initial invitation. The opportunity [was](#) readvertised in April.

Upcoming Activities – Completion of procurement activities is expected in the coming months.

Cost Risks – Budget is approximately \$100,000 per fiscal year. Unit costs are assumed to be around \$15,000 to \$20,000 per sign location, which would either limit the number of installation or require additional funding.

Bus Operations and Maintenance Facilities

Projects in the Design Phase**Paratransit Office Space Upfit (TC002-J)**

Description – This project will upfit office space and the parking lot at the Plaza building to facilitate moving Paratransit operations from the Nelson Road Facility.

Status – Construction is underway with a 140-calendar-day period of performance ending June 23, 2022. As of the end of [April](#), overall work was [nearing completion, with framing inspection complete, drywall installation underway, and mechanical and plumbing near 80% completion. Exterior work is approximately 75% complete.](#) Coordination with operations, IT, and real estate is ongoing.

Upcoming Activities – GoTriangle staff will continue to monitor construction progress. Project is on schedule for completion of construction in June, with turnover to facilities to prepare for occupancy this summer.

Projects in the Planning Phase**Regional Fleet and Facilities Study (CD-21-19 A)**

Description – This study includes three components: (1) assessing fleet and maintenance facility needs for GoDurham and developing a conceptual design for these needs, (2) assessing fleet and maintenance facility needs for GoTriangle and developing a conceptual design for these needs, and (3) planning for potential regional electric bus charging infrastructure and other potential shared operations and maintenance resources for GoTriangle and partners in the region. The scope of services includes planning, conceptual design, and cost estimating to assess needs for expansion of existing maintenance facility sites and evaluate up to four alternative sites for new facilities for GoDurham and GoTriangle. The Study will identify potential expansions and alternatives to current utilization of existing facilities that will improve cost-efficiency and provide responsive services.



Status – [Consultant is progressing Schematic Design on the Nelson Road and Fay Street renovation and expansion components. Consultant is also preparing technical memo on site selection for Paratransit facility and battery electric bus transition analysis for GoTriangle and GoDurham. Consultant is preparing to initiate regional paint and body shop cost-benefit analysis and site feasibility task and regional on-route charging analysis.](#)

Upcoming Activities – GoTriangle and the consultant will continue stakeholder engagement to review and finalize study work products.

Rail Transit Infrastructure Development

Greater Triangle Commuter Rail Study (19GOT CO2/20GOT CD1/TC004-A)

Description – The current phase of study is evaluating the potential for new commuter rail service in the North Carolina Railroad Company (NCRR) corridor in Durham, Wake, and Johnston counties, and will refine the project definition; engage community members, municipalities, and institutional stakeholders; and better understand critical project success factors. In coordination with project partners, GoTriangle will conduct preliminary engineering analysis in areas of concern along the corridor, model rail traffic on the corridor with the inclusion of commuter rail to better define infrastructure needs, and better refine cost and ridership estimates.

Status and Upcoming Activities – As of April 6, 2020, all parties to the Memorandum of Understanding in Support of Continued Development of the GTCR Project, including Johnston county, had voted to proceed with further study. Authorizations for additional consultant support were approved by the GoTriangle Board in May 2020. Study activities across a range of tasks are ongoing:

- Railroad Coordination – GoTriangle and NCRR resolved initial discussions regarding liability, indemnification, and insurance. Modeling is underway by Norfolk Southern and its consultant, initial results for the baseline scenarios were shared in February, and GoTriangle has requested analysis for scenarios with additional midday and evening service.
- Technical Work Products – Work products from the technical tasks are continuing to be completed, with recently-received input and conclusion of the Norfolk Southern analysis critical to key deliverables including ridership, cost, and implementation schedule.
- Engagement with “resource partners” including local governments, institutions, and other regional partners – GoTriangle is continuing meetings with municipalities individually and as a group with institutional partners on a monthly basis as needed. Review of the downtown Cary technical memorandum by Town of Cary Staff [is complete](#). Development of the downtown Durham technical memorandum is underway by the consultant in response to recently-received comments from City of Durham.
- Community Engagement – The project website launched in late April 2021, and the website is being updated based on user feedback. Staff is engaged in education-focused public involvement throughout the project area, and held a well-attended webinar event in November. Planning for engagement activities in 2022 is underway.
- Schedule Management – The initial baseline schedule is complete; GoTriangle and the consultant are meeting monthly to formally assess progress and manage interfaces between dependent tasks.

Schedule Risks – To date, primary risks to timely completion of the next steps are related to coordination with entities that are not party to the MOU (e.g. railroads, municipalities, affected major institutions), identification and resolution of competing/conflicting stakeholder goals, and satisfactory engagement with the public under COVID restrictions. These are key priorities with the next steps defined in the MOU, which indicates that the parties will confer to discuss potential extension by April 2022 if the activities

are not complete at that time; it is currently expected that the parties will vote on next steps within six months following this date as originally envisioned in the MOU.

Cost Risks – To date, it appears that primary risks to setting a budget within the range of \$1.4B to \$1.8B identified during the earlier phase of study for the Durham-Garner project concept are related to the infrastructure requirements resulting from rail network modeling and related negotiation, design for engineering solutions to engineering constraints in downtown Durham, quantification of necessary levels of contingency required to address FTA risk management guidelines, and emerging interest in evaluation of additional off-peak service and level boarding. These are key priorities with the next steps defined in the MOU. Cost estimates are currently being updated to incorporate additional scope identified through rail network modeling and to be responsive to recent market escalation.

