



GoTriangle  
 Operations & Finance Committee  
 October 01, 2020 8:30 am-10:00 am  
 Eastern Time

*Based on NC Executive Order No. 121 Stay at Home Order in response to COVID-19, the GoTriangle Operations & Finance Committee will meet remotely on Thursday, October 1, 2020, at 8:30 am.*

*Click here to: Join Webex Meeting  
 Meeting Number / Access code: #171 387 2144  
 Password: 1234  
 Or dial: +1 415-655-0003*

- I. **Call to Order and Adoption of Agenda**  
*(1 minute Vivian Jones)*  
 ACTION REQUESTED: Adopt agenda with any changes requested.
- II. **Draft Minutes - February 26, 2020**  
*(1 minute Michelle Dawson)*  
 ACTION REQUESTED: Approve minutes.
- III. **Railroad Capacity Modeling Reimbursement Agreement**  
*(10 minutes Katharine Eggleston)*  
 ACTION REQUESTED: Recommend that the Board authorize the President/CEO execute an agreement with NCRR and NS for railroad capacity modeling reimbursement.
- IV. **Classification and Compensation Study Update**  
*(30 minutes Carolyn Lyons)*
- V. **Employee Benefits and Wellness**  
*(15 minutes Carolyn Lyons)*
- VI. **FY21 Budget Update**  
*(15 minutes Sandra Freeman)*
- VII. **GoTriangle Budget Amendments**  
*(Sandra Freeman)*  
 ACTION REQUESTED: Recommend Board adoption of budget ordinance amendments 27, 28 and 29.  
Budget Amendment 2020 0027 - GoTriangle  
Budget Amendment 2020 0028 - Major Capital Project Fund  
Budget Amendment 2020 0029 - Major Transit Investment Fund
- VIII. **GoDurham Budget Amendments**  
*(Sandra Freeman)*  
 ACTION REQUESTED: Recommend Board adoption of budget ordinance amendments 30 and 31.

Budget Amendment 2020 0030 - Triangle Tax District - Durham Capital Fund

Budget Amendment 2020 0031 - Triangle Tax District - Durham Operating Fund

**IX. Adjournment**

*(Vivian Jones)*

**GoTriangle Board of Trustees  
Operations & Finance Committee Meeting Minutes  
February 26, 2020**

Board Room, The Plaza, 4600 Emperor Blvd., Suite 100  
Durham, NC

**Committee Members Present:**

Corey Branch (arr. 10:31 am)  
Vivian Jones, Committee Chair  
Michael Parker

Ellen Reckhow (arr. 10:33am)  
Jennifer Robinson (arr. 10:36 am)

**Committee Members Absent:**

Valerie Jordan

Steve Schewel (excused)

**Other Board Members Present:**

Will Allen III

Mark Marcoplos

Committee Chair Jones called the meeting to order at 10:28 a.m.

**VII. FY19 Annual Bus Service Performance Report**

Matthew Frazier’s presentation is attached and hereby made a part of these minutes.

Branch, Marcoplos, Reckhow and Robinson arrived during the presentation.

**I. Adoption of Agenda**

**Action:** On motion by Branch and second by Reckhow the agenda was adopted. The motion was carried unanimously.

**II. Approval of Minutes**

**Action:** On motion by Reckhow and second by Branch the Committee approved the minutes of the December 18, 2019, meeting. The motion was carried unanimously.

**III. Contract for Vehicle Video Technology System**

Brian McLean requested that the Committee recommend approval of the purchase of Apollo video technology for 18 buses at a cost of \$193,769. He stated that the equipment will replace the current obsolete system that is unserviceable. A grant from NCDOT will cover \$176,330 of the total, with the remainder coming from GoTriangle funds.

Reckhow asked if the purpose of the cameras is for security. McLean responded yes. He added that new vehicles would be purchased with the Apollo system. He

said the older buses would be retrofitted first and then as video systems failed those systems would be replaced. Parker asked the average lifespan of a bus. McLean stated FTA guidelines state 12 years/500,000 miles. He said that GoTriangle is in the process of implementing a level buying program to eliminate lump sum buying, which has increased the average lifespan of our fleet to 15-18 years. He stated the program should be fully implemented by 2030.

**Action:** On motion by Reckhow and second by Robinson the Committee voted to recommend that the Board authorize the CEO to execute a contract for the purchase of video technology systems for eighteen (18) buses from Apollo Video Technology for a maximum dollar amount of \$193,769. The motion was carried unanimously.

#### **IV. Contract for Vehicle Purchase**

Brian McLean requested authorization for the purchase of four (4) light transit vehicles for a maximum of \$318,022. He stated the delivery time is approximately six months. These vehicles will replace four existing vehicles which have exceeded their recommended life of 100,000 miles/4 years according to FTA guidelines with over 300,000 miles. GoTriangle budgeted \$19,875 in FY20 for its share of the cost, with grants of \$266,345 (Federal) and \$31,802 (NCDOT) covering the remaining share.

**Action:** On motion by Branch and second by Reckhow the Committee voted to recommend that the Board authorize the CEO to execute a contract for the purchase of four (4) light transit vehicles from Creative Bus Sales for demand response service with a maximum dollar amount of \$318,022. The motion was carried unanimously.

#### **V. Contract for Design Services for Paratransit Upfit**

Katharine Eggleston introduced Bryan Hammond who requested authorization to move paratransit operations from the BOMF on Nelson Road to vacant space on the first floor of the Plaza. He said that the BOMF has exceeded its capacity for personnel and vehicles, adding that almost half of the paratransit vehicles are parked in a non-secured lot across the street. He shared photos of the site, which are attached and hereby made a part of these minutes. Modifications will be made to the parking lot at the Plaza to allow for secure parking for all paratransit vehicles. The proposal for a design services contract has been received for up to \$175,000. The total project budget is \$916,000. President/CEO Curran stated that the funds have been budgeted already for this project.

Reckhow asked if this would impact GoTriangle's ability to rent the upper floor in the Plaza building. Curran stated that it will take 80 of our 322 parking spaces.

**Action:** On motion by Reckhow and second by Robinson the Committee voted to recommend that the Board authorize the CEO to execute a task order for architectural design services under GoTriangle Contract #18-041G, Master Agreement between Clark Patterson Lee and GoTriangle for On-Call Architectural and Engineering Consultant Services for an amount not to exceed \$175,000. The motion was carried unanimously.

## VI. County Transit Plans FY20 Amendments

### A. Wake Transit Q3 Amendments

Steven Schlossberg's presentation is attached and hereby made a part of these minutes.

He requested approval of five amendments to the Wake Transit Plan, all recommended by TPAC and approved by the CAMPO executive board:

- I-540 Bus on Shoulder Improvements
- Project Development for Bus Rapid Transit - Southern Corridor
- Project Development for Bus Rapid Transit - Western Corridor
- Project Development for Bus Rapid Transit - Northern Corridor
- New Route/Route Realignment - 20/20L Garner

**Action:** On motion by Branch and second by Robinson the Committee voted to recommend that the Board approve the five proposed amendments and Budget Ordinance Amendment 2020 0005. The motion was carried unanimously.

### B. Durham Transit Amendments

### C. Orange Transit Amendments

Katharine Eggleston introduced Aaron Cain, whose presentation is attached and hereby made a part of these minutes.

Cain reviewed the requested changes:

- Reduction to Increased Cost of Existing Services (GoDurham)
- Additional frequency on DRX (GoTriangle)
- Purchase of data visualization tool (GoTriangle)
- Installation of GoTriangle mobile ticketing validators – Durham share
- FY20 design/FY21 construction of transit amenities and sidewalks at Village Transit Center, Chapel Hill Road TEC, Holloway Street TEC and Fayetteville Street TEC (City of Durham)
- Installing pavement markings in new location at Southpoint Transit Center (funds shifted from GoTriangle to City of Durham)
- Design and construction of sidewalks, crosswalks, and signals around bus stops (City of Durham)

- Design and construction of curb radius improvements, moving stop bars and installing pavement markings and signage to improve bus movement (City of Durham)
- Funds for Northern Durham Vanpool to target additional locations (funds reassigned from GoTriangle to City of Durham)
- Provide shuttles through Durham County Access for senior public housing residents to access grocery stores (City of Durham)
- Purchase Amenities for 50 GoDurham Stops (GoDurham)
- Construction of 10 GoDurham Stop Improvements (GoDurham)
- Reduction to Increased Cost of Existing Services (Chapel Hill Transit)
- Reduction to Increased Cost of Existing Services (Orange County Public Transit)
- Orange County Transit Plan (reassign funds from DCHC MPO to Orange County)
- Installation of GoTriangle mobile ticketing validators – Orange share

**Action:** On motion by Robinson and second by Branch the Committee voted to recommend that the Board approve the proposed amendments to the Durham and Orange transit plans and adopt Budget Ordinance Amendments 2020 0001 - 2020 0004. The motion was carried unanimously.

#### **VIII. Preliminary Fall 2020 Service Changes**

Jennifer Green's presentation is attached and hereby made a part of these minutes.

Green stated that this preview of proposed fall 2020 service changes is in advance of the public comment period. She said it continues with the goals of the short range transit plan approved in 2018 to make service faster and more time competitive, more frequent and more all-day service. Following public outreach the Committee will receive final recommendations in May, which the Board will be asked to approve in May as well.

- Route 300 – Operate between Cary Depot and GoRaleigh Station only. Route 310 will be expanded to serve Regional Transit Center to Cary Depot on weekdays all day. Eliminate service to State Government to improve on time performance.
- Route 301 – Eliminate service to State Government to improve on time performance.
- Route 305 – Expand service to run every 30-minutes during weekday peak hours between Holly Springs and Apex to Raleigh and every 60-minutes from Apex to Raleigh during weekday middays, weekday evenings, Saturdays and Sundays. Serve stops in Apex at Lake Pine Plaza, Compare Foods on Hughes St., and Cambridge Village and in Holly Springs

at a Park-and-Ride. Eliminate service to State Government to improve on time performance and service frequency.

- Route 310 – Expand service to provide a direct, all-day weekday service from the Regional Transit Center to Cary Depot via Perimeter Park, Wake Tech RTP Campus, McCrimmon Pkwy., Evans Rd., Weston Pkwy., Park West Village in Morrisville, and Chapel Hill Rd.
- Route 311 – Provide direct service from Apex to RTP destinations (Kit Creek Rd. and Davis Dr.) and eliminate service to Lake Pine Plaza. Route 305 will continue to serve Lake Pine Plaza.

Green stated that GoRaleigh will provide alternative service for the State Government loop. Route changes also are being refined for route 800 and 800s, which will be included in the April public outreach and final recommendation.

**IX. Adjournment**

**Action:** The meeting was adjourned at 11:54 a.m.

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Vivian Jones, Committee Chair

Attest:

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

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Planning & Capital Development  
**DATE:** September 25, 2020  
**SUBJECT:** Agreement for Railroad Capacity Modeling Reimbursement

### Strategic Objective or Initiative Supported

2.4 Ensure an attractive and accessible transit environment

### Action Requested

Staff requests that the Operations and Finance Committee recommend that the Board of Trustees authorize the CEO and President to execute an agreement with North Carolina Railroad Company (NCRR) and Norfolk Southern for railroad capacity modeling reimbursement.

### Background and Purpose

At its March 2020 meeting, the GoTriangle Board authorized the Board Chair and President and CEO to execute the Memorandum of Understanding (MOU) in Support of Continued Development of the Greater Triangle Commuter Rail (GTCR) Project. This MOU identifies GoTriangle as the project sponsor and lead entity responsible for a range of tasks identified for further study and evaluation prior to a decision by the funding partners on whether or not to advance the project into implementation and apply for entry into the Federal Transit Administration Capital Investment Grants Program.

One of the tasks is to engage with operating railroads to perform RTC modeling and determine alternate operating plans and associated infrastructure improvements that will be approved by the railroad owners and operators and GoTriangle.

To complete this task, GoTriangle will enter into an agreement with NCRR and Norfolk Southern for Norfolk Southern to perform the capacity modeling. Over the past several months, GoTriangle staff has been exchanging information with NCRR and Norfolk Southern to prepare to initiate the modeling work. Staff expects to have a negotiated agreement for consideration by the Board in an upcoming meeting.

**Financial Impact**

The cost of this agreement is within the FY20 Wake and Durham transit plan budgets for commuter rail. At its March 2020 meeting, the GoTriangle Board approved FY20 work plan budget amendments for Wake and Durham resulting in total project allocations of \$6,000,000 and \$2,700,000, respectively. Johnston County has also committed \$250,000. This equates to a total of \$8,950,000 available for this study from the three counties, of which \$7,890,000 has been allocated to date. This agreement is expected to be in the range of \$500,000 to \$750,000.

**Attachments**

None.

**Staff Contact**

- Katharine Eggleston, [keggleston@gotriangle.org](mailto:keggleston@gotriangle.org), (919) 485-7564





Connecting all points of the Triangle

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Finance Department  
**DATE:** October 1, 2020  
**SUBJECT:** FY21 GoTriangle Budget Amendment - #1

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### Action Requested

Staff requests Board approval of the attached budget amendment.

### Background and Purpose

The Board of Trustees approved the FY21 budgets for GoTriangle on June 25, 2020. Since this approval, there have been various changes, and staff finds it necessary to amend the budget to accommodate these changes. The changes will be discussed in further detail with the attachment that follows.

This package includes the requested budget amendments to the FY21 budget GoTriangle Budget.

### Financial Impact

The requested amendments result in an overall decrease in revenue of approximately \$2M primarily due to the cancellation of SMAP funds from the NC Department of Transportation.

### Attachments

- Budget Amendment Impact (GoTriangle)
- Budget Ordinances

### Staff Contacts

- Sandra Freeman, CFO/Director, Administrative Services, [sfreeman@gotriangle.org](mailto:sfreeman@gotriangle.org)
- Harriet Lyons, Budget & Financial Reporting Supervisor, [hlyons@gotriangle.org](mailto:hlyons@gotriangle.org)

## FY21 Budget GoTriangle Budget Amendment Impact

|                                       | <u>Revenue</u> | <u>Expenditures</u> | <u>Reserve/Cash<br/>Impact</u> | <u>Fund Affected</u> | <u>Comments</u>  |
|---------------------------------------|----------------|---------------------|--------------------------------|----------------------|--|
| <b><i>FY21 Adopted Budget</i></b>     | \$ 51,684,119  | \$ 52,259,485       | (\$575,366)                    |                      |  |
| Reduction in State Grant              | (2,000,000)    |                     | (2,000,000)                    | Bus Fund             | NCDOT cancelled SMAP funds for FY21                          |
| I-540 Bus On Shoulder Improvements    | 124,800        | 156,000             | (31,200)                       | General Fund/MTIF    | To cover federal grant match - GoTriangle is grant recipient |
| Johnston County                       | 250,000        | 250,000             | -                              | General Fund         | Budget for expenses related to Johnston County               |
| Durham Allocation                     | 455,600        | 455,600             | -                              | GF/Rideshare         | Moving to revenue line                                       |
| Orange Allocation                     | 189,400        | 189,400             | -                              | GF/Rideshare         | Moving to revenue line                                       |
| Wake Allocation                       | 128,500        | 128,500             | -                              | General Fund         | Moving to revenue line                                       |
| <b><i>Revised Proposed Budget</i></b> | \$ 50,832,419  | \$ 53,438,985       | \$ (2,606,566)                 |                      |  |
| <b><i>Change</i></b>                  | \$ (851,700)   | \$ 1,179,500        | \$ (2,031,200)                 |                      |  |

**2020 0027**

**GOTRIANGLE  
FISCAL YEAR 2021  
BUDGET ORDINANCE**

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

**Section 1.** It is estimated that the following revenues will be available in the **General Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|  | <b>Original</b>      | <b>Revised</b>       |
|--|----------------------|----------------------|
| Undesignated Fund Balance Appropriated                 | \$ 2,255,120         | \$ 2,550,470         |
| Operating Transfer from Major Transit Investment Fund  | 3,124,526            | 4,704,376            |
| Vehicle Registration Tax                               | 6,562,935            | 6,562,935            |
| Investment Earnings                                    | 400,553              | 400,553              |
| Federal Grant Revenues                                 | 300,000              | 424,800              |
| Reimbursement from Others                              | 0                    | 250,000              |
| Durham Allocation                                      | 0                    | 406,600              |
| Orange Allocation                                      | 0                    | 168,400              |
| Wake Allocation  | 0                    | 128,500              |
| Rental Income  | 494,427              | 494,427              |
| COVID-19   | 7,872,802            | 7,872,802            |
| Reimbursements from other local authorities – GoDurham | 1,110,393            | 1,110,393            |
| Indirect Cost Credits                                  | <u>1,540,837</u>     | <u>1,540,837</u>     |
| <b>Total</b>   | <b>\$ 23,661,593</b> | <b>\$ 26,615,093</b> |

**Section 2.** The following amounts hereby are appropriated in the **General Fund** for the management of the Authority and its activities for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|  | <b>Original</b>      | <b>Revised</b>       |
|--|----------------------|----------------------|
| Board of Trustees                              | \$ 136,505           | \$ 147,205           |
| Executive Office                               | 343,462              | 343,462              |
| Chief Operations Office                        | 383,711              | 383,711              |
| Communications & Public Affairs                | 1,000,963            | 1,020,863            |
| Administration                                 | 506,050              | 508,050              |
| Human Resources                                | 767,480              | 831,780              |
| Finance  | 1,715,852            | 2,095,452            |
| EEO/DBE  | 133,056              | 145,356              |
| Legal  | 615,378              | 646,978              |
| Real Estate                                    | 408,236              | 414,136              |
| Capital Development                            | 234,651              | 266,251              |
| Unemployment Claims                            | 77,602               | 77,602               |
| GoDurham                                       | 1,110,393            | 1,110,393            |
| Plaza  | 442,700              | 588,300              |
| Johnston County                                | 0                    | 250,000              |
| Operating Transfer to Bus Fund                 | 11,374,382           | 13,374,382           |
| Operating Transfer to Rideshare Fund           | 855,929              | 855,929              |
| Operating Transfer to Bus Capital Fund         | 2,199,186            | 2,199,186            |
| Operating Transfer to Advanced Technology Fund | <u>1,356,057</u>     | <u>1,356,057</u>     |
| <b>Total</b>                                   | <b>\$ 23,661,593</b> | <b>\$ 26,615,093</b> |

**Section 3.** It is estimated that the following revenues will be available in the **Ridesharing Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|   | <b>Original</b>     | <b>Revised</b>      |
|---|---------------------|---------------------|
| Federal Grant Revenue                       | \$ 80,000           | \$ 80,000           |
| Regional TDM grant                          | 815,810             | 815,810             |
| State Grant Revenue                         | 20,000              | 20,000              |
| Reimbursements from other local authorities | 858,524             | 858,524             |
| Durham Allocation                           | 0                   | 49,000              |
| Orange Allocation                           | 0                   | 21,000              |
| Transfer from General Fund                  | <u>855,929</u>      | <u>855,929</u>      |
| <b>Total</b>                                | <b>\$ 2,630,263</b> | <b>\$ 2,700,263</b> |

**Section 4.** The following amounts hereby are appropriated in the **Ridesharing Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|                              | <b>Original</b>     | <b>Revised</b>      |
|------------------------------|---------------------|---------------------|
| Regional Services            | \$ 342,153          | \$ 342,153          |
| Regional Services - Planning | 406,319             | 446,319             |
| Sustainable Travel Services  | 867,994             | 867,994             |
| Regional Call Center         | <u>1,013,797</u>    | <u>1,013,797</u>    |
| <b>Total</b>                 | <b>\$ 2,630,263</b> | <b>\$ 2,670,263</b> |

**Section 5.** It is estimated that the following revenues will be available in the **Regional Bus Service Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|   | <b>Original</b>      | <b>Revised</b>       |
|---|----------------------|----------------------|
| NC Department of Transportation Grant Revenue | \$ 2,000,000         | \$ 0                 |
| Federal Grant Revenue                         | 1,600,000            | 1,600,000            |
| Consignment                                   | 865,000              | 865,000              |
| Bus fares                                     | 580,000              | 580,000              |
| Transit Service Revenue                       | 5,661,896            | 5,661,896            |
| Bus accident reimbursement                    | 40,000               | 40,000               |
| Paratransit Service Revenue                   | 654,993              | 654,993              |
| Operating Transfer from General Fund          | <u>11,374,382</u>    | <u>13,374,382</u>    |
| <b>Total</b>                                  | <b>\$ 22,776,271</b> | <b>\$ 22,776,271</b> |

**Section 6.** The following amounts hereby are appropriated in the **Regional Bus Service Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|                      | <b>Original</b>      | <b>Revised</b>       |
|----------------------|----------------------|----------------------|
| Bus supervision      | \$ 2,154,094         | \$ 2,154,094         |
| Bus operations       | 11,307,067           | 11,307,067           |
| Bus maintenance      | 5,712,938            | 5,712,938            |
| Vanpool              | 511,797              | 511,797              |
| Paratransit services | <u>3,090,375</u>     | <u>3,090,375</u>     |
| <b>Total</b>         | <b>\$ 22,776,271</b> | <b>\$ 22,776,271</b> |

**Section 7.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

**ADOPTED THIS 28<sup>TH</sup> DAY OF OCTOBER 2020.**

\_\_\_\_\_  
Michael Parker, Board of Trustees Chair

**ATTEST:**

\_\_\_\_\_  
Michelle C. Dawson, Clerk to the Board

**2020 0028**

**GOTRIANGLE  
FISCAL YEAR 2021  
MAJOR CAPITAL PROJECT FUND BUDGET ORDINANCE AMENDMENT**

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

**Section 1.** It is estimated that the following revenues will be available in the **Major Capital Project Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|   | <b>Original</b>     | <b>Revised</b>      |
|---|---------------------|---------------------|
| Rental income   | \$ 160,000          | \$ 160,000          |
| Operating Transfer from Major Transit Investment Fund | <u>1,050,740</u>    | <u>1,206,740</u>    |
| <b>Total</b>  | <b>\$ 1,210,740</b> | <b>\$ 1,366,740</b> |

**Section 2.** The following amounts hereby are appropriated in the **Major Capital Project Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|                        | <b>Original</b>     | <b>Revised</b>      |
|------------------------|---------------------|---------------------|
| Other Capital Expenses | \$ <u>1,210,740</u> | \$ <u>1,366,740</u> |
| <b>Total</b>           | <b>\$ 1,210,740</b> | <b>\$ 1,366,740</b> |

**Section 3.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

**ADOPTED THIS 28<sup>TH</sup> DAY OF OCTOBER 2020.**

\_\_\_\_\_  
Michael Parker, Board of Trustees Chair

**ATTEST:**

\_\_\_\_\_  
Michelle C. Dawson, Clerk to the Board

2020 0029

**GOTRIANGLE  
FISCAL YEAR 2021  
MAJOR TRANSIT INVESTMENT FUND BUDGET ORDINANCE AMENDMENT**

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

**Section 1.** It is estimated that the following revenues will be available in the **Major Transit Investment Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|                     | <b>Original</b>     | <b>Revised</b>      |
|---------------------|---------------------|---------------------|
| Vehicle Rental Tax  | \$ 5,183,600        | \$ 5,183,600        |
| Investment Earnings | <u>671,419</u>      | <u>671,419</u>      |
| <b>Total</b>        | <b>\$ 5,855,019</b> | <b>\$ 5,855,019</b> |

**Section 2.** The following amounts hereby are appropriated in the **Major Transit Investment Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|   | <b>Original</b>     | <b>Revised</b>      |
|---|---------------------|---------------------|
| Operating Transfer to General Fund              | \$ 3,124,526        | \$ 4,704,376        |
| Operating Transfer to MTIF Capital Project Fund | 1,050,740           | 1,206,740           |
| Fund Balance Appropriated                       | <u>1,679,753</u>    | <u>(56,097)</u>     |
| <b>Total</b>                                    | <b>\$ 5,855,019</b> | <b>\$ 5,855,019</b> |

**Section 3.** Copies of this Budget Ordinance shall be furnished to the Clerk to the Board of Trustees and to the Budget Officer of this Authority to be kept on file for their direction in the disbursement of funds.

**ADOPTED THIS 28<sup>TH</sup> DAY OF OCTOBER 2020.**

\_\_\_\_\_  
Michael Parker, Board of Trustees Chair

**ATTEST:**

\_\_\_\_\_  
Michelle C. Dawson, Clerk to the Board



Connecting all points of the Triangle

## MEMORANDUM

**TO:** GoTriangle Board of Trustees  
**FROM:** Finance & Administrative Services Department  
**DATE:** October 1, 2020  
**SUBJECT:** FY 2021 Durham Transit Budget Amendment #1

### Strategic Objective or Initiative Supported

This item supports initiative 1.2, "Pursue service improvements and expansion opportunities."

### Action Requested

The Operations and Finance Committee are requested to recommend approval of the fiscal year 2021 budget amendment to the GoTriangle Board of Trustees at the October 28, 2020 meeting. These amendments were recommended for approval by Durham County Staff Working Group on September 1, 2020.

### Background and Purpose

Durham Operating Ordinance Amendments listed below have been submitted for approval:

1. City of Durham / GoDurham
  - i. Short Range Transit Plan implementation revisions
2. GoDurham / Durham County Access

Durham Capital Ordinance Amendments listed below have been submitted for approval:

3. GoTriangle
  - i. Mobile Ticket Validators – Durham Share
4. City of Durham / GoDurham
  - i. Mobile Ticket Validators

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

- Proposed FY 2021 Amendment List
- Detailed Individual Project Amendment Request

### Financial Impact

The proposed amendments, if recommended by this committee and approved by the Board of Trustees, will reduce the FY21 Durham Transit Work Plan operating expenses by \$286,805 whereas the impact on capital expenses will be budget neutral compared to the FY21 Adopted Budget.

### Staff Contact(s)

- Praveen Sridharan, Senior Financial Analyst Finance and Administrative Services, [psridharan@gotriangle.org](mailto:psridharan@gotriangle.org), (919) 485-7502
- Saundra Freeman, CFO/Director of Finance and Administrative Services, [sfreeman@gotriangle.org](mailto:sfreeman@gotriangle.org), (919) 485-7415

PO Box 13787  
 Research Triangle Park, NC 27709  
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[www.gotriangle.org](http://www.gotriangle.org)

## FY21 Budget Change Impact - Durham Transit Plan

|   | <u>Revenue</u>       | <u>Expenditures</u>  | <u>Reserve/Cash<br/>Impact</u> | <u>Fund Affected</u> | <u>Comments</u>   |
|---|----------------------|----------------------|--------------------------------|----------------------|---|
| <b>FY20 Approved Budget</b>               | <b>\$ 43,025,832</b> | <b>\$ 40,658,432</b> | <b>\$ 2,367,400</b>            |                      |   |
| GoDurham (Transit Services)               |                      | (288,300.00)         | 288,300                        | 41                   | Service changes in accordance with the FY2021 Durham County Transit Work Plan and GoDurham Short Range Transit Plan. Some projects will have increases while others will see decreases. |
| Durham County / Access (Transit Services) |                      | 1,494.81             | (1,495)                        | 41                   | Add budget; use FY20 carryover to cover FY20 transit services expense that exceeded FY20 budget   |
| City of Durham / GoDurham (Capital)       |                      | (18,760.00)          | 18,760                         | 41                   | Allocation of one-time setup cost for Mobile ticketing validators to GoTriangle to match the terms of the regional ILA  |
| GoTriangle-Durham (Capital)               |                      | 18,760.00            | (18,760)                       | 41                   | Allocation of one-time setup cost for Mobile ticketing validators to GoTriangle to match the terms of the regional ILA  |
| <b>Amended FY20 Budget (Sept 2020)</b>    | <b>\$ 43,025,832</b> | <b>\$ 40,371,627</b> | <b>\$ 2,654,205</b>            |                      |   |
| <b>Changes from Amendments</b>            | <b>\$ -</b>          | <b>\$ (286,805)</b>  | <b>\$ 286,805</b>              |                      |   |

**2020 0030**

**GOTRIANGLE  
FISCAL YEAR 2021  
TRIANGLE TAX DISTRICT – DURHAM CAPITAL FUND  
BUDGET ORDINANCE AMENDMENT**

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

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District – Durham Capital Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|   | <b>Original</b>      | <b>Revised</b>       |
|---|----------------------|----------------------|
| Transfer from Triangle Tax Dist – Durham Operating Fund | \$ <u>21,568,250</u> | \$ <u>21,568,250</u> |
| <b>Total</b>  | <b>\$ 21,568,250</b> | <b>\$ 21,568,250</b> |

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District – Durham Capital Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|   | <b>Original</b>      | <b>Revised</b>       |
|---|----------------------|----------------------|
| Transit Infrastructure                    | 0                    | 0                    |
| GoTriangle                                | \$ 5,900,000         | \$ 5,918,760         |
| City of Durham/GoDurham                   | 8,863,750            | 8,844,990            |
| Vehicle Purchase                          | 0                    | 0                    |
| GoTriangle                                | 1,445,000            | 1,445,000            |
| City of Durham/GoDurham                   | 2,148,000            | 2,148,000            |
| Capital – Planning                        | 0                    | 0                    |
| GoTriangle                                | 1,475,000            | 1,475,000            |
| Allocation to Durham Capital Fund Balance | <u>1,736,500</u>     | <u>1,736,500</u>     |
| <b>Total</b>                              | <b>\$ 21,568,250</b> | <b>\$ 21,568,250</b> |

**Section 3.** The FY21 Durham Transit Work Plan reflects an amendment of new projects or areas of investment to address uncertainty on revenue due to anticipated economic impact of the Coronavirus Disease 2019 (COVID-19) health crisis.

DCHC MPO, GoTriangle and Durham County will monitor the actual data for sales tax collections for the period between March and July 2020 and will continue to analyze the opportunity to minimize the drawdown of unallocated reserves in fiscal year 2021. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. The FY21 Durham Transit Work Plan also identifies a list of projects that were assigned to an unbudgeted reserve cache that will be reevaluated for potential investment in the second quarter of fiscal year 2021 (October – December 2020) when revenue data for the period of March – July 2020 will have been collected.

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

**ADOPTED THIS 28<sup>TH</sup> DAY OF OCTOBER 2020.**

\_\_\_\_\_  
Michael Parker, Board of Trustees Chair

**ATTEST:**

\_\_\_\_\_  
Michelle C. Dawson, Clerk to the Board

2020 0031

**GOTRIANGLE  
FISCAL YEAR 2021  
TRIANGLE TAX DISTRICT – DURHAM OPERATING FUND  
BUDGET ORDINANCE AMENDMENT**

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

**Section 1.** It is estimated that the following revenues will be available in the **Triangle Tax District Durham Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|  |                      |                      |
|--|----------------------|----------------------|
| Article 43 ½ Cent Sales Tax                  | \$ 28,539,000        | \$ 28,539,000        |
| Vehicle Rental Tax                           | 1,114,500            | 1,114,500            |
| \$7 County Vehicle Registration Tax          | 1,630,000            | 1,630,000            |
| \$3 Vehicle Registr Transfer from Dur/Orange | <u>699,000</u>       | <u>699,000</u>       |
| Special Tax District                         |                      |                      |
| <b>Total</b>                                 | <b>\$ 31,982,500</b> | <b>\$ 31,982,500</b> |

**Section 2.** The following amounts hereby are appropriated in the **Triangle Tax District Durham Operating Fund** for the fiscal year beginning July 1, 2020, and ending June 30, 2021:

|   | <b>Original</b>      | <b>Revised</b>       |
|---|----------------------|----------------------|
| Tax District Administration                             | \$ 405,700           | \$ 405,700           |
| Transit Plan Administration                             | 0                    | 0                    |
| DCHC MPO  | 56,750               | 56,750               |
| GoTriangle  | 1,616,000            | 1,616,000            |
| Durham County   | 200,900              | 200,900              |
| Bus Operations  | 0                    | 0                    |
| Durham County Access                                    | 190,500              | 191,995              |
| GoDurham  | 5,715,100            | 5,426,800            |
| GoTriangle  | 1,598,400            | 1,598,400            |
| Transfer to Triangle Tax District - Durham Capital Fund | 21,568,250           | 21,568,250           |
| Allocation to Durham Operating Fund Balance             | <u>630,900</u>       | <u>917,705</u>       |
| <b>Total</b>  | <b>\$ 31,982,500</b> | <b>\$ 31,982,500</b> |

**Section 3.** The FY21 Durham Transit Work Plan reflects an amendment of new projects or areas of investment to address uncertainty on revenue due to anticipated economic impact of the Coronavirus Disease 2019 (COVID-19) health crisis.

DCHC MPO, GoTriangle and Durham County will monitor the actual data for sales tax collections for the period between March and July 2020 and will continue to analyze the opportunity to minimize the drawdown of unallocated reserves in fiscal year 2021. The current project budgets identified are those that are deemed time-sensitive ongoing efforts or involve time-sensitive external grant sources as part of their overall funding mechanism. The FY21 Durham Transit Work Plan also identifies a list of projects that

were assigned to an unbudgeted reserve cache that will be reevaluated for potential investment in the second quarter of fiscal year 2021 (October – December 2020) when revenue data for the period of March – July 2020 will have been collected.

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

**ADOPTED THIS 28<sup>TH</sup> DAY OF OCTOBER 2020.**

\_\_\_\_\_  
Michael Parker, Board of Trustees Chair

**ATTEST:**

\_\_\_\_\_  
Michelle C. Dawson, Clerk to the Board