
Monday, January 31, 2022

12:00 p.m.

Virtual | Webex

Board members present | Will Allen III, Corey Branch [arr. 12:07 p.m.], Michael Fox [arr. 12:15 p.m.], Brenda Howerton, Sig Hutchinson, Valerie Jordan [left 1:11 p.m.], Vivian Jones, Elaine O'Neal, Michael Parker, Renée Price [arr. 12:13 p.m.], Jennifer Robinson, Stelfanie Williams [arr. 12:49 p.m.]

Chair Sig Hutchinson officially called the meeting to order at 12:03 p.m. A quorum was present.

I. Adoption of Agenda

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

II. Recognition

A. Board Member Appreciation

Board Chair Hutchinson offered words of appreciation to Charlie Reece, former City of Durham representative. Board members offered their thanks and appreciation as well.

B. New Board Member Welcome

Board Chair Hutchinson introduced and welcomed Durham Mayor Elaine O'Neal, new representative from the City of Durham. O'Neal was administered the oath of office on January 26, 2022. Her signed oath is attached and hereby made a part of these minutes.

C. Employee Service Award

President/CEO Charles Lattuca recognized Brian Fahey for 20 years' service.

III. Public Comment

No comments.

IV. Consent Agenda

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

The following consent agenda items were approved:

- December 15, 2021 | Regular Session Minutes.
- December 15, 2021 | Closed Session Minutes.
- Authorization for 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 14 GoDurham bus station locations and one GoTriangle bus stop location for \$296,985, plus an additional \$29,700 for contingency.
- FY2022 Orange Transit work plan and budget ordinance amendments 2022 0001 - 0002.
- Authorization for the Chair to sign waiver of conflict related to Kaplan Kirsch & Rockwell representation of GoTriangle and NCDOT.

The budget ordinance amendments and signed conflict waiver letter are attached and hereby made a part of these minutes.

V. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. FY2022 Work Plan | General Counsel

Byron Smith presented his draft work plan.

Action: A motion was made by Branch and seconded by Jones to approve the General Counsel's work plan for FY2022. Upon vote by roll call, the motion was carried unanimously. The work plan is attached and hereby made a part of these minutes.

C. Operations & Finance Committee Report

All action items were approved on the consent agenda.

VI. Other Business

A. President and CEO's Report

Contracts approved by the President/CEO are attached and hereby made a part of these minutes.

Lattuca reported on the following items:

- RTA trip to south Florida was postponed, but will be rescheduled later in the spring.
- Attended the North Carolina Chamber economic forecast, NC Go board meeting, North Carolina Transportation Summit and the Raleigh Chamber leadership roundtable.
- Staff is working on a reporting format for county transit plan revenues and expenditures to present to the Operations & Finance Committee.
- Staff is exploring the possibility of transferring sponsorship of some bus routes that are being operated by GoRaleigh. He stated GoRaleigh operates the routes because they can do so at a lower cost than GoTriangle due to a closer proximity.
- Staff is in discussion with CAMPO regarding bus service operating reimbursements. The parties disagree about expenses eligible for reimbursement.
- SMAP funding has been restored by the state.

1. Operations Update

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

Patrick Stephens reported on operator recruitment. He stated that 58 operators are needed to provide daily service, but 70 to manage time off. He stated that GoTriangle currently has 55 operators, with four out on long term leave. He said that part-time operators are being used to manage service delivery. A class of two will begin next week.

Stephens also reported that GoTriangle has partnered with NC State on a grant they were awarded to develop a fast charging system. GoTriangle staff will work with the university on the project and the charger will remain on GoTriangle property.

Lattuca added that the recruitment facility at Durham station will open soon, with hopes of recruiting more operators. The facility will be jointly staffed by Durham and GoTriangle.

Parker encouraged staff to get notice of service changes and cancellations out as early as possible so passengers can make alternate arrangements for transportation. Stephens responded that staff is working on methods to provide this information more quickly and to more people.

2. Capital Projects Status Report

The capital projects status report and presentation on major project updates is attached and hereby made a part of these minutes.

Katharine Eggleston shared images from each of the three counties of recent bus stop improvement projects. Since FY2020 improvements have been implemented at 57 bus stops throughout Durham County, with another 96 in process. In Wake County, improvements have been made at nine stops and another 18 are in process. GoTriangle designs the bus stop improvements for Orange County and the county implements construction.

Eggleston then reported that renovations on the Plaza building for the relocation of paratransit operations from Nelson Road began this month. The work is expected to be complete in the summer.

The final joint development project request has been submitted to FTA for the RUS Bus project as well as a grant agreement modification request. The mass grading permit is being submitted to the City of Raleigh in preparation for demolition scheduled for April. The developer team will be seeking variances from the appearance commission for the site planning process.

Eggleston stated that results from the capacity modeling study, which were expected by February, have been delayed. A detailed update on the commuter rail study status will be given at the February work session.

Eggleston shared activities related to the top risks to the project:

- Railroad coordination – The Norfolk Southern modeling study is delayed.
- Local buy-in – Planning with municipalities for public and elected official engagement is ongoing.
- Cost-sharing discussions – Financial consultants are working with the parties to evaluate model assumptions and support negotiation. The preferred scenario for the Durham Transit Plan is under development.

- Feasibility in key areas – Study results for Durham and Cary are being finalized with comments on the technical work expected from the City of Durham.
- Federal funding eligibility – Ridership model updates are ongoing.

B. General Counsel's Report

General Counsel Byron Smith reported that Hoffman has agreed to GoTriangle's final comments on the JDA and JDSA and RUS Bus documents have been sent the FTA for review. Policies and procedures are under review for needed updates.

C. Chair's Report

Chair Hutchinson noted the following items:

- Board member disclosure forms for 2022 are due.
- A Board work session is scheduled for Wednesday, February 16.
- A dinner for regional leaders to discuss transit issues is scheduled for Monday, March 21, hosted by Duke University.

D. Board Member Reports

1. CAMPO Executive Board Representative

Will Allen III reported that Sig Hutchinson and Vivian Jones were re-elected MPO chair and vice chair, respectively. The FFY2023 Locally Administered Projects Program (LAPP) Investment Program was discussed, with land use and equity as new scoring elements. A lease for new office space was authorized for Fenton in Cary, which will be on the new western BRT route.

2. Regional Transportation Alliance (RTA) Representative

Will Allen III reported tentative dates for the rescheduled south Florida trip as March 29-31.

3. DCHC MPO Board Representative

Michael Parker reported that MPO executive director Felix Nwoko has retired. The results from the governance study will feed into the executive search. The MPO also approved the release of the air quality report.

4. NC Transportation Summit Report

Will Allen, Vivian Jones and Sig Hutchinson reported on the summit. Highlights included a session on the 15-minute city and a discussion about replacing the gas tax.

VII. Adjournment

Action: Chair Hutchinson adjourned the meeting at 1:26 p.m.



Sig Hutchinson, Chair

Attest:



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