
Wednesday, February 23, 2022

12:00 p.m.

Virtual | Webex

Board members present | Will Allen III, Corey Branch [left 1:37 p.m.], Michael Fox [arr. 12:19 p.m., left 1:28 p.m.], Brenda Howerton, Sig Hutchinson, Elaine O'Neal [arr. 12:09 p.m., left 2:17 p.m.], Michael Parker, Renée Price, Jennifer Robinson [left 2:16 p.m.], Stelfanie Williams

Board members excused | Vivian Jones, Valerie Jordan

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

I. Adoption of Agenda

Brenda Howerton requested to add a report from the Personnel Committee for the Board to give direction to the General Counsel.

Action: On motion by Allen and second by Price the agenda was adopted with the addition of a Personnel Committee Report. Upon vote by roll call, the motion was carried unanimously.

II. Recognition

A. Employee Service Awards

President/CEO Charles Lattuca recognized the following employees for their service:

- Carolyn Williams, 20 years' service
- Juan Alencastro, 15 years' service
- Arthur Colson, 10 years' service

III. Public Comment

No comments.

IV. Consent Agenda

Brenda Howerton requested that the item regarding the Interlocal Agreement for reimbursement of commuter rail related waterline adjustments be removed from the consent agenda.

Action: A motion was made by Parker 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:

- January 31, 2022 | Regular Session Minutes.
- FY2022 Wake Transit work plan and budget ordinance amendments 2022 0003 - 0004.

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

V. General Business Agenda**A. Items Removed from Consent Agenda****1. Interlocal Agreement for Reimbursement of Commuter Rail Related Waterline Adjustments**

Katharine Eggleston explained this opportunity was identified during the commuter rail study. She said there are a number of locations in Durham where the rail crossing clearance over roadways is substandard and trucks often hit the bridges. One engineering solution for this problem is to increase the height of the rail and push down the height of the road. Durham is doing a waterline replacement to Gregson Street and the design calls for minimum cover under the existing roadway. In order to lower the road in the future, it would require an additional relocation of the waterline. Durham has agreed to lower the line now and split the cost with GoTriangle. The cost to lower the line now is \$78,000. Eggleston added that a future relocation would be many times that cost and would cause additional disruption for the closing of Gregson Street.

Action: On motion by Parker and second by Price the Board voted to authorize the President/CEO to execute an Interlocal Agreement between GoTriangle and the City of Durham for Reimbursement of Commuter Rail Related Waterline Adjustments with a reimbursement amount of \$39,000 to be paid by GoTriangle. Upon vote by roll call, the motion was carried unanimously.

B. Operations & Finance Committee Report

Operations & Finance Committee Chair Renée Price reported that the Committee discussed the FY2022 Q3 wake transit work plan and budget amendments from the consent agenda and the ILA just approved as well as the next item, MOU for joint procurement of on-call services. The committee also received a financial report on the Orange and Durham County transit plans.

C. MOU for Joint Procurement of On-Call Services

Michelle Peele informed the Board that CAMPO had offered GoTriangle, the City of Raleigh and the Town of Cary to participate in a joint procurement process for on-call services related to transportation planning, program and project management and financial services. The Memorandum of Understanding [MOU] will institutionalize the roles and responsibilities of the participating parties in the selection process of qualified firms and allow the parties to enter into agreements with the chosen consultants. GoTriangle staff has not identified the need for these services at this time, but could in the future. The MOU will be active for a five year period and CAMPO intends to issue two additional requests for qualifications during that time.

Peele also noted an upcoming Wake Transit virtual "Ask the Planners" meeting on March 17. She stated this is an opportunity to provide comment, ask questions and have general discussion with planning staff regarding the FY2023 work plan.

Action: A motion was made by Allen and seconded by Howerton to authorize the President/CEO to execute the Joint Procurement of On-Call Transit Planning/Engineering Services Memorandum of Understanding [MOU] with CAMPO and CAMPO member jurisdictions. Upon vote by roll call, the motion was carried unanimously.

D. Personnel Committee Report

Brenda Howerton stated that as chair of the Personnel Committee she has discovered that the by-laws provide little direction to the committee and no policies and procedures have been put in place to handle personnel matters that might arise. She requested that the Board authorize the General Counsel to issue a solicitation for a consultant to evaluate the by-laws and recommend potential changes to the by-laws and/or new policies/procedures related to the Board's oversight of GoTriangle.

Board members discussed the request and agreed that this should be directed to the full Board and not just the Personnel Committee.

Action: On motion by Branch and second by the Price the Board voted to schedule a special Board meeting to discuss Commissioner Howerton's request to look at policies, procedures and the by-laws related to the Personnel Committee. Upon vote by roll call, the motion was carried unanimously.

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:

- The disagreement with CAMPO regarding bus service operating reimbursements is mostly resolved with a small balance that is outstanding.
- Senior staff provided a commuter rail briefing to NC Department of Commerce staff senior staff on the project's economic impacts for the state and Triangle region and the opportunities for economic development.
- Met with the Mayor of Selma to discuss commuter rail and how the town can connect to a future rail station if built.
- GoTriangle will celebrate National Operator Appreciation Day on March 18.
- Additional information is being prepared on spending for the D-O LRT project to answer lingering questions as well as real estate transactions and the status of those properties.

Fox and Branch left.

1. Operations Update

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

Patrick Stephens reported that the signs for the Bus on Shoulder System [BOSS] have been installed on 540. He explained that this program allows buses to travel on the shoulder of the highway during times of congestion when traffic slows to 35 MPH or less. He also stated that a class of five new operators is scheduled to begin March 7 with another 21 applicants being screened.

Scott Thomas reported that the recruitment office for Durham Station will be delivered and should be operational within 7-14 days.

2. Covid-19 Update

Carolyn Lyons reported that 86% of GoTriangle employees are fully vaccinated and no positive tests have been reported this testing period. Parker asked if boosters are required. Lyons responded no.

3. Capital Projects Status Report

The capital projects status report and presentation on major projects update is attached and hereby made a part of these minutes. Katharine Eggleston discussed activities related to RUS Bus. She also reported that some results have been received from Norfolk Southern on the capacity modeling for the Greater Triangle Commuter Rail project. The GoTriangle team and NCCR are reviewing the results and will meet with Norfolk Southern in March to discuss their recommendations.

B. General Counsel's Report

Byron Smith discussed legal activities related to the two major capital projects. He said discussions are underway with the sale of property at Seaboard Station, a review of GoTriangle policies is underway and legal staff is assisting departments with various contracts.

Robinson and O'Neal left.

C. Chair's Report

Chair Hutchinson reminded Board members that travel requests for FY2023 are due March 18 and the event for regional leaders on March 21. He also suggested that meetings could return to in-person as Covid-19 cases are decreasing.

D. Board Member Reports

1. CAMPO Executive Board Representative

Will Allen III reported that the CAMPO Executive Board approved the Q3 work plan amendments that we approved by GoTriangle today. The 2050 Metropolitan Transportation Plan also was approved.

2. Regional Transportation Alliance (RTA) Representative

Will Allen III stated there is nothing new to report, but reminded members of the rescheduled trip to south Florida, March 29-31.

3. DCHC MPO Board Representative

Michael Parker stated that the MPO Board received a presentation from NCDOT on complete streets which triggered a discussion about the degree to which bicycles and pedestrians are or are not integral to roads and who should be responsible for maintaining.

VII. Adjournment

Action: Chair Hutchinson adjourned the meeting at 2:28 p.m.

Prepared by:



Michelle C. Dawson, CMC
Clerk to the Board