



GoTriangle
 Board of Trustees
 August 28, 2019
 12:00 pm-2:30 pm Eastern Time

I. Call to Order and Adoption of Agenda

ACTION REQUESTED: Adopt agenda with any changes requested.
(1 minute Ellen Reckhow)

II. Recognition

- A. Introduction of New Hires
(1 minute Shelley Blake Curran)
- B. Announcement of Promotions
(1 minute Shelley Blake Curran)
- C. Presentation of Service Awards
(5 minutes Shelley Blake Curran)
- D. Recognition of Service
(5 minutes Ellen Reckhow)

III. Public Comment

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.
(Ellen Reckhow)

IV. Consent Agenda

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.
(1 minute Ellen Reckhow)

- A. Minutes

ACTION REQUESTED: Approve draft minutes.

July 24, 2019 - Regular Session

July 24, 2019 - Closed Session

V. Presentations

- A. On-board Survey Results
(30 minutes Hugh Clark, CJI Research)

VI. 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

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

(1 minute Ellen Reckhow)

B. Operations & Finance Committee Report

(15 minutes Sig Hutchinson)

1. Public Utility Easements at the Farrington Road Site

ACTION REQUESTED: Recommend Board adoption of a resolution authorizing the President/CEO to execute any real estate instruments necessary to confirm public utility easements at the 23-acre Farrington Road site.

R 2019 0001

2. Route 300 Weekend Routing Change

ACTION REQUESTED: Recommend Board approval of recommended routing change to route 300 weekend service.

Overview of Routing Change

VII. Other Business

A. President & CEO's Report

(5 minutes Shelley Blake Curran)

Contracts

1. Capital Projects Status Report

(20 minutes Katharine Eggleston)

2. County Transit Plans Update

(10 minutes Patrick McDonough & Steven Schlossberg)

B. General Counsel's Report

(5 minutes Thomas Henry)

C. Chair's Report

(5 minutes Ellen Reckhow)

Appointment of President & CEO Search Committee

D. Board Member Reports

1. CAMPO Executive Board Representative

(5 minutes Will Allen III)

2. DCHC MPO Board Representative

(5 minutes Ellen Reckhow)

3. Regional Transportation Alliance (RTA) Rep.

(5 minutes Will Allen III)

VIII. Adjournment

(Ellen Reckhow)

IV. Consent Agenda

Action: On motion by Schewel and second by Jones the consent agenda was approved. The motion was carried unanimously.

Consent agenda items were:

- June 26, 2019 – Regular Session Minutes;
- June 26, 2019 - Closed Session Minutes; and
- Authorized the President/CEO to execute 5-years contract with RideShark Corporation for a user-centric web-based suite and mobile device application of TDM tools (\$278,500).

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

None.

B. Operations & Finance Committee Report

Vivian Jones presented a recommendation for approval of two items on behalf of the Operations & Finance Committee.

1. Renewal of Triangle J Council of Governments (TJCOG) Contract

Action: On motion by Allen and second by Parker the Board authorized the President/CEO to sign a contract with TJCOG to provide continued planning and GIS services used in developing the transportation networks and associated land use required for long range transit planning and project implementation for FY20, with a not-to-exceed (NTE) amount of \$45,000. The motion was carried unanimously. The scope of work is attached and hereby made a part of these minutes.

2. Renewal of Triangle Regional Model Service Bureau (TRMSB) Contract

Action: On motion by Allen and second by Jacobs the Board authorized the President/CEO to sign a contract with ITRE to provide continued model development services of the Triangle Regional Model (TRM) for FY20, with a not-to-exceed (NTE) amount of \$220,000. The motion was carried unanimously. The FY20 budget is attached and hereby made a part of these minutes.

C. Durham County Transit Plan Update Framework

Patrick McDonough introduced Pat Young, whose presentation is attached and hereby made a part of these minutes.

Robinson and Jordan arrived.

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.

Mann highlighted the following items:

- The new date for the peer review of the D-O LRT project with APTA has moved to September 17-20 due to scheduling conflicts.
- There will be more information on the Commuter Rail study in August with an initial look at capacity analysis and what improvements are likely needed. A stakeholder meeting is scheduled for next week.
- Staff continues to work with the Department of Motor Vehicles on potential express bus service to the new Rocky Mount headquarters. He reminded the Board such service would require a change in legislation to allow GoTriangle to operate in Nash, Franklin and Edgecombe counties.

Mann thanked for the Board for privilege of serving for the last four years.

Jordan asked about a similar service for the possible relocation of the Department of Health and Human Services. Mann stated that there has not been any discussion at this point, but GoTriangle would be open to conversation.

1. Transit Operations Report

Patrick Stephens reported that GoTriangle's Proterra buses will begin production this week, to be shipped September 30th. The first of five new Gillig buses will begin production on August 9th, and be delivered in early September. He added that the bus simulators are here.

2. Wake Transit Update

Steven Schlossberg reported that CAMPO has begun the process of the Wake Transit Vision Plan update, extending it three years to 2030. GoRaleigh has begun receiving its new CNG buses. They hope to have them in service by mid-September. They have delayed their FY20 service changes until October 13. The Holly Springs Express will begin operation in January 2020.

3. Communications Update

Mike Charbonneau stated that his department has been busy with upcoming service changes and a new campaign launching in September. He noted talking points that had been sent by email to the Board.

B. General Counsel's Report

General Counsel Shelley Blake noted the following items:

- General agreements for the FY20 Wake County Transit Plan have gone out and the special agreements are being finalized.
- Bryan Hammond is taking over as the project manager for RUS Bus. Parker Poe is handing the rezoning process. She said she remains the principal in charge. RFPs from developers are due August 23, with a selection to be made by December and a contract in place by next summer.

C. Chair's Report

Chair Reckhow noted that the by-laws call for the appointment of a Nominating Committee in July, comprised of one representative from each of the three counties. She stated that Jennifer Robinson, Steve Schewel and Mark Marcoplos have agreed to serve, with Robinson serving as Chair.

Action: On motion by Parker and second by Stephenson the Board appointed the Nominating Committee as recommended. The motion was carried unanimously.

Reckhow reported that a Commuter Rail Working Group with North Carolina Railroad Company has been established. Bill Bell, Michael Weisel and Jake Alexander are representing NCR, with their Chairman Michael Walters and Scott Saylor serving as ex officio members. Reckhow recommended Will Allen, Mark Marcoplos and herself to represent the GoTriangle Board of Trustees. She stated that a kickoff meeting will be scheduled in late summer, with regular meetings through December. She asked that Shelley Blake and Jeff Mann serve as ex officio members from GoTriangle.

Reckhow noted that a facilitator has been identified for the Board's retreat. She stated that an agenda would be shared in August.

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

No report.

2. DCHC MPO Board Representative

No report.

3. Regional Transportation Alliance (RTA) Representative

Will Allen III reported on the RTA Annual breakfast, focusing on the information shared about hyperloop. He said it was educational and interesting, with the material tailored to the area. He said there is not proof of concept and a lot of technological issues to iron out.

VII. Closed Session - Personnel

Action: On motion by Parker and second by Allen the Board adjourned into closed session at 2:02 p.m. pursuant to NCGS §143-318.11 (a) (6) to consider the qualifications, competence, performance, character, fitness, or conditions of appointment of an individual public officer or employee. The motion was carried unanimously.

Mann and Blake left during the closed session.

Action: The Board returned to open session at 2:24 p.m.

Action: On motion by Parker and second by Robinson the Board voted to appoint Tom Henry interim General Counsel, effective August 1, 2019, with a temporary salary increase of 9.2% for the duration of the appointment. The motion was carried unanimously.

Action: On motion by Schewel and second by Parker the Board voted to give a temporary salary increase to Shelley Blake, interim President and CEO, effective August 1, 2019, to \$200,000 annually for the duration of the appointment. The motion was carried unanimously.

VIII. Adjournment

Action: On motion by Parker the meeting was adjourned at 2:26 p.m.

Ellen Reckhow, Chair

Attest:

Michelle C. Dawson, CMC
Clerk to the Board

MEMORANDUM

TO: GoTriangle Board of Trustees Operations & Finance Committee
FROM: Real Estate
DATE: August 15, 2019
SUBJECT: **Public Utility Easements at the Farrington Road Site**

Strategic Objective or Initiative Supported

Action Requested

Staff requests that the Committee recommend the Board's adoption of a resolution authorizing the President and CEO to execute any real estate instruments necessary to confirm public utility easements at the 23-acre Farrington Road site that GoTriangle acquired in 2018 for the Durham-Orange Light Rail Transit Project and the proposed Rail Operations & Maintenance Facility (ROMF).

Background and Purpose

When GoTriangle acquired the properties comprising the 23-acre site along Farrington Road, there were existing public utilities (e.g., water, sewer, and electric lines) on the site. If the light rail project had proceeded, GoTriangle would have relocated these utility lines as part of constructing the ROMF. Now, however, it is foreseeable that the utility lines will remain *in situ*. To confirm such pre-existing utility easements on an as-needed basis, staff recommends that the Board authorize the President and CEO to execute any real estate instruments for this purpose. This action would be similar to the Resolution adopted at the December 19, 2018 meeting, when the Board authorized the President and CEO to execute an easement to Crown Castle / Global Signal Acquisitions, which operates a cell tower utility on the 23-acre site.

Financial Impact

No commitment of financial resources is anticipated.

Attachments

- Resolution 2019 0001

Staff Contacts

- Gary Tober, 919.485.7577, gtober@gotriangle.org
- Tom Henry, 919.485.7589, thenry@gotriangle.org

2019 0001

RESOLUTION OF THE GOTRIANGLE BOARD OF TRUSTEES AUTHORIZING GOTRIANGLE’S PRESIDENT AND CEO TO EXECUTE ON AN AS-NEEDED BASIS ANY INSTRUMENTS CONFIRMING THE LAWFUL PRESENCE OF EXISTING PUBLIC UTILITIES ON, OVER, OR ACROSS THE 23-ACRE FARRINGTON ROAD SITE

WHEREAS, pursuant to N.C.G.S. §160A-619, GoTriangle acquired several parcels in Durham County, together comprising approximately 23 contiguous acres (the “Site”), for the purpose of constructing a Rail Operations and Maintenance Facility (“ROMF”) in connection with the Durham-Orange Light Rail Transit Project; and

WHEREAS, when GoTriangle acquired the Site, there were existing public utilities (e.g., water, sewer, and electric lines) on the Site; and

WHEREAS, such utility infrastructure is owned and operated by utility providers (e.g., Duke Energy, City of Durham); and

WHEREAS, due to the cancellation of the Durham-Orange Light Rail Project, there is no longer a need to relocate the public utility infrastructure existing on the Site; and

WHEREAS, utility providers operating on the Site may request formal confirmation of their real property interests, which may entail the preparation and execution of easements; and

WHEREAS, such transactions between GoTriangle and the utility providers are not expected to involve the exchange of money.

NOW, THEREFORE, BE IT RESOLVED, by the GoTriangle Board of Trustees that the GoTriangle President and CEO is authorized to execute on an as-needed basis any real estate instruments for the purpose of confirming pre-existing property rights of public utility providers located on, over, or across the 23-acre Farrington Road site.

ADOPTED THIS 28TH DAY OF AUGUST 2019.

Ellen Reckhow, Board of Trustees Chair

ATTEST:

Michelle C. Dawson, Clerk to the Board

MEMORANDUM

TO: GoTriangle Board of Trustees Operations & Finance Committee
FROM: Regional Services Development
DATE: August 15, 2019
SUBJECT: Route 300 Weekend Routing Change

Strategic Objective Supported

The item supports the following *objective* from the Strategic Plan: 2.2 Deliver reliable service.

Action Requested

Staff requests that the Committee recommend Board approval of the recommended service changes.

Background and Purpose

Due to frequent events and road closures, Route 300 is often detoured in downtown Raleigh on weekends. The purpose of this service change is to make the detour route permanent on weekends to avoid customer confusion. No bus stops are affected by the change. The new routing would become effective immediately upon approval.

Financial Impact

There is no financial impact to the GoTriangle General Fund for these changes.

Attachments

- Overview of Route 300 weekend routing changes

Staff Contact(s)

- Andrea Neri, 919-485-7592, aneri@gotriangle.org



Attachment A: Route 300 weekend routing change

Service Change Overview

Due to frequent events and road closures, Route 300 is often detoured in downtown Raleigh on weekends. The purpose of this service change is to make the detour route permanent on weekends to avoid customer and operational confusion. No bus stops are affected by the change.

Route 300: Raleigh to Cary

Area Served: Downtown Raleigh, NC State University, Downtown Cary

Recommended Action: Make the temporary weekend detour often in place in Downtown Raleigh permanent.

Implementation Date: Immediate upon approval.

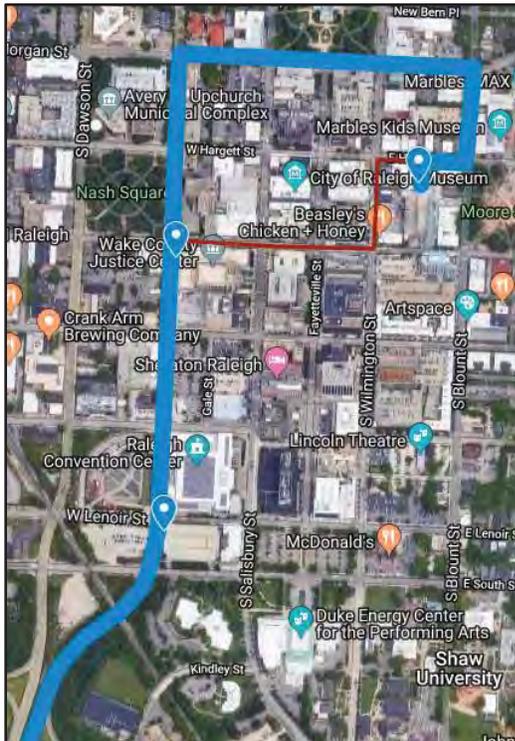
Rationale: With Fayetteville St in Raleigh hosting a growing number of community events, detouring Route 300 has become a very common solution to guarantee transit connection to Cary but customers and operators find this to be confusing at times. Rerouting Route 300 will provide consistency and certainty to its operations.

Public Input Received: No public outreach was needed.

Impacts Likely to Occur Regarding:

- Current Customers: Will not experience delays and uncertainties when travelling to/from Raleigh in the weekend.
- Target Markets: No disparate impacts are identified.
- Minority Populations: No disparate impacts are identified.
- Regional Service Distribution: The Route operates in Wake County.
- Estimated Cost for FY 2020: No additional cost.
- Funding Source: GoTriangle General Fund (no change).

Maps: The following maps show the inbound rerouting (left) and the outbound rerouting (right).



300 Rerouting - Legend

All changes saved in Drive

Add layer Share Preview

Inbound

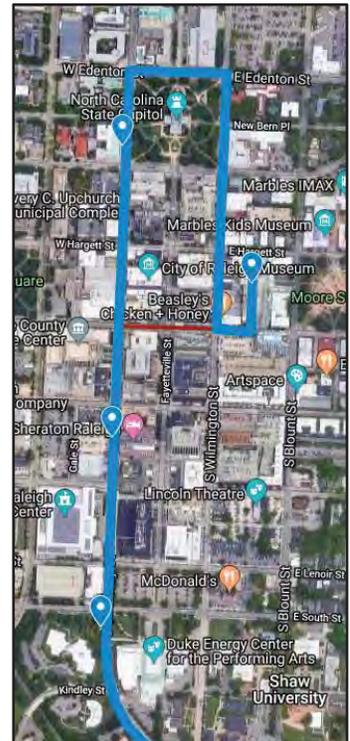
Individual styles

- Inbound - Old Route
- Inbound - New Route
- Stop McDowell St at Lenoir St
- Stop McDowell St at Martin St
- GoRaleigh Station

Outbound

Individual styles

- Outbound - Old Route
- Outbound - New Route
- GoRaleigh Station
- Stop - Salisbury St at W Mor...
- Stop - Salisbury St at W Davi...
- Stop - Salisbury St at South St



CONTRACT WORK ORDERS – JULY 2019 (< \$100K)

Contract #	Contractor (or subject if no contractor listed)	Contract Amount	Subject	Comments	President & CEO (Jeff Mann) Date Executed	General Counsel (Shelley Blake) Date Executed
18-041E	On-Call Task Order 3 Hillsborough Park and Ride Community Engagement Process	\$47,617		This Task Order 3 with Kimley-Horn provides for the Hillsborough Park and Ride Community Engagement Process. Contractor shall complete the performance of services no later than September 22, 2019. The compensation shall not exceed \$47,617.00 without written approval.	7/2/19	7/2/19
18-041B	On-Call A&E Consultant Services Master Agreement (MBP Task Order No. 3 Agreement: BOMF Effectiveness and Efficiency Study Workshops.)	\$32,850		This Task Order No. 3 Agreement provides for The BOMF Effectiveness and Efficiency Study Workshops. The intent of this study is to conduct a high-level operational assessment of the GoTriangle owned Bus Operations and Maintenance Facility (BOMF) site, located at 5201 Nelson Road, Morrisville NC. Task Order No. 3 amount shall not exceed \$32,850.	7/12/19	7/11/19
18-041B	On-Call A&E Consultant Services Master Agreement (MBP Task Order No. 4 Agreement: BOMF Assessment Report and Board Presentation.)	\$69,837		This Task Order No. 4 Agreement provides for The BOMF Assessment Report and Board Presentation. Task Order No. 4 amount shall not exceed \$69,837.	7/12/19	7/11/19
18-041B	On-Call A&E Consultant Services Master Agreement (MBP Task Order No. 2 Agreement: Fee Estimate.)	\$3,971		This Task Order No. 2 Agreement provides for an assessment of WSP's scope of services, and provide an itemized independent estimate of WSP's possible fee request, broken out by the respective task order categories. This is a lump sum Task Order Agreement in the total amount of \$3,971.	7/12/19	7/11/19
10-019	Amendment Six Transloc	\$2,000		This Amendment Six provides for MicroTransit Fees associated with the Demand-Driven Transportation. The MicroTransit Monthly Fee is \$2000.00.	7/24/19	7/23/19
18-041F	On-Call Task Order 2 OPT Bus Stop Improvements	\$29,504		This Task Order 2 with Ramey Kemp and Associates provides for OPT Bus Stop Improvements. The compensation shall not exceed \$29,504.00.	7/24/19	7/23/19
18-041F	On-Call Task Order 1 Watkins Road Bus Stop Improvements	\$13,392		This Task Order 1 with Ramey Kemp and Associates provides for Watkins Road Bus Stop Improvements. The compensation shall not exceed \$13,392.00.	7/25/19	7/23/19

CONTRACT WORK ORDERS – JULY 2019 (< \$100K)

Contract #	Contractor (or subject if no contractor listed)	Contract Amount	Subject	Comments	President & CEO (Jeff Mann) Date Executed	General Counsel (Shelley Blake) Date Executed
18-041G	On-Call Task Order 2 Hillsborough Park and Ride	\$86,270		This Task Order 2 with Clark Paterson and Lee provides for Design Work, Survey, and GeoTechnical Investigations and Testing. The compensation shall not exceed \$86,270.	7/31/19	7/31/19
18-041F	Task Order 3 Bent Tree Plaza	\$17,869		This Task Order 3 with Ramey Kemp and Associates provides for Topographic Survey, NCDOT, City of Raleigh Approval, Independent Cost Estimates, and Construction Documents. The compensation shall not exceed \$17,869.00.	7/31/19	7/31/19
19-078	License Agreement	\$9,000		This contract provides for 50 spaces for a "Park and Ride" location at Triangle Town Center. The total amount for this agreement is \$9000.00. The term of this agreement shall begin August 1, 2019 and expire on July 31, 2022.	7/31/19	7/31/19
19-073	Planning and GIS Services	\$45,000		This Contract provides for Planning and Geographical Information System (GIS) services to support long-range transit planning. The contract is a billable rate contract not to exceed (NTE) \$45,000. The term of this agreement is from July 1, 2019 through June 30, 2020.	7/31/19	7/31/19