

**GoTriangle Board of Trustees**

**Meeting Minutes**

**February 24, 2021**

Held Remotely via WebEx

**Board Members Present Remotely:**

Will Allen III

Michael Fox (arr. 12:03 p.m., left 1:00 p.m.)

Brenda Howerton

Sig Hutchinson

Vivian Jones

Valerie Jordan

Michael Parker, Chair

Renée Price

Jennifer Robinson

Steve Schewel (left 1:12 p.m.)

**Board Members Absent:**

Corey Branch

Stelfanie Williams

Chair Michael Parker officially called the meeting to order at 12:00 p.m.

**I. Adoption of Agenda**

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

Mike Fox arrived.

**II. Recognition**

**A. Service of Wendy Jacobs**

Chair Parker recognized Wendy Jacobs, former Durham County representative. To commemorate her service, she will receive an engraved crystal vase. Board members offered words of appreciation.

**III. Public Comment**

None.

**IV. Consent Agenda**

**Action:** On motion by Howerton second by Allen the consent agenda was approved. Upon vote by roll call, the motion was carried unanimously.

The following consent agenda items were approved:

- January 20, 2021 – Special Session minutes;
- January 27, 2021 – Regular Session minutes;
- January 27, 2021 – Closed Session minutes; and

- Approved the suspension of the 311 and NRX and designated the President/CEO the authority to determine when routes would resume normal service.

## **V. Presentations**

### **A. Update on Wake Transit Plan**

Bret Martin's presentation is attached and hereby made a part of these minutes.

#### Highlights:

- Service hours within Wake County increased over 15% from 2017 to 2019; ridership grew over 13%.
- This update will extend the horizon by three years to 2030 using updated assumptions for major capital investments and syncing the plan with the metropolitan transportation plan.
- BRT project schedules are elongated compared to previous assumptions but still completely deliverable by 2030.
- BRT and CRT project costs have increased from the original plan as well as schedules.
- New projects include BRT extensions to RTP and Clayton, funded by newly assumed state revenue.
- Additional three years of tax collections are needed to support already committed expenditures.
- Very low chance of capacity for new investment in additional three years of planning horizon.
- Some committed expenditures will be delayed, and cuts to overall expenditures may be needed.

#### Public engagement results of tradeoffs:

- Ridership/productivity over coverage/geographic access
- Speed/directness/fewer stops over greater access/more stops
- Between cities/towns over within cities/towns
- Service over infrastructure

## **VI. General Business Agenda**

### **A. Items Removed from Consent Agenda**

None.

### **B. Operations & Finance Committee Report**

Committee Chair Vivian Jones stated the Committee's only action item was on the consent agenda. She invited other Board members to the next Committee meeting to hear a presentation on financing options.

**C. Planning & Legislative Committee Report**

Committee Chair Will Allen III reported the Committee received an update on the bus stop improvement program and will be presenting a recommendation on the RTC Feasibility Study and Relocation Strategy at a future Board meeting.

**D. Addendum to Predevelopment Agreement with Hoffman & Associates (RUS Bus)**

General Counsel Shelley Curran requested approval of an addendum to the predevelopment agreement with Hoffman & Associates to negotiate the development agreements for the RUS Bus project. She stated this will carry through the interim design process and begin the Administrative Site Review permitting process with the City of Raleigh.

**Action:** On motion by Allen and second by Hutchinson the Board authorized an addendum to the Predevelopment Agreement with Hoffman & Associates to allow up to \$1 million in interim/ASR design phase work. Upon vote by roll call, the motion was carried unanimously.

**VII. Other Business**

**A. President and CEO's Report**

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

**1. Operations Update**

Patrick Stephens' monthly performance report is attached and hereby made a part of these minutes. He stated that ridership is about 52-53% of the pre-COVID levels. Patrick Stephens said GoTriangle is prepared to assist with transportation to COVID vaccination sites if requested; however, GoTriangle did not receive any of the \$2.5 million in funding from NCDOT for that purpose. He added that there have been some folks transported for vaccinations through our paratransit service.

Patrick Stephens highlighted that GoTriangle has not missed a trip nor had to cancel service since the beginning of the Pandemic. He praised the dedication of GoTriangle's front line employees.

Robinson suggested at the appropriate time that GoTriangle recognize and thank its front line workers

**2. Capital Projects Status Report**

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

Jay Heikes shared information on bus stop improvements in Durham and the new bus stop improvements program maps for GoTriangle and GoDurham,

which is attached and hereby made a part of these minutes. Rick Major shared details on the progress of bus stop improvements and said a contractor expo is planned for the disadvantaged business enterprise community to share information about all upcoming GoTriangle projects.

Heikes also gave an update on the Greater Triangle Commuter Rail Study schedule. Lattuca stated that GoTriangle sent a letter to NCRRTA agreeing to their threshold requirements for insurance, indemnity and liability for the commuter rail project. The NCRRTA board will be meeting and the NCRRTA President has informed Norfolk Southern by letter that GoTriangle meets NCRRTA requirements and asked NS to begin the rail traffic capacity study work by March 1<sup>st</sup>. Lattuca stated that an agreement with NS is required for this work.

Scott Thomas stated that the commuter rail survey has been presented to about 25 groups to date. He said focus groups have begun in an effort to close the demographic gaps we saw in the survey. He said an executive report will be available upon completion. The second round of engagement for the commuter rail study will begin late April to early May.

**3. HR Update – Diversity Training and Assessment**

Carolyn Lyons reported on work with Diversity HR Solutions, beginning with employee listening sessions and leadership training last year. Employees received an anonymous survey this week to provide feedback on the culture at GoTriangle. The survey will be followed by voluntary focus groups. Additional leadership training sessions are scheduled. A report will be issued later in the spring.

**B. General Counsel's Report**

General Counsel Shelley Curran stated the department is working on a number of contracts. The development agreement for RUS Bus is being negotiated and work also is happening with commuter rail. A settlement agreement between NCDOT and the Southern Environmental Law Center regarding the Triangle Expressway included GoTriangle. GoTriangle will receive \$10,000 from NCDOT.

**C. Chair's Report**

Chair Parker reminded the Board of the joint public hearing with CAMPO on March 17<sup>th</sup> which is required as part of Wake County Transit Plan approval process. He stated that a quorum is required.

**D. Board Member Reports**

**1. CAMPO Executive Board Representative**

Will Allen III reported in addition to the upcoming joint public hearing, CAMPO approved the LPA for the downtown Cary Transit Center and an amendment to the FY21 UPWP.

**2. DCHC MPO Board Representative**

Michael Parker reported that MPO staff recommended adopting targets for safety performance measures developed by the state. The MPO board discussed whether the targets reflect what is trying to be achieved in the service area and if there are consequences of not meeting the targets.

**3. Regional Transportation Alliance (RTA) Representative**

No report.

**VIII. Adjournment**

**Action:** Chair Parker adjourned the meeting at 1:30 p.m.

Prepared by:



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