

GoTriangle Board of Trustees
Meeting Minutes
May 26, 2021
Held Remotely via WebEx

Board Members Present Remotely:

Will Allen III	Michael Parker, Chair
Brenda Howerton	Renée Price
Sig Hutchinson	Jennifer Robinson
Vivian Jones	Stelfanie Williams
Valerie Jordan (arr. 12:56 p.m.)	

Board Members Absent:

Corey Branch (excused)	Steve Schewel (excused)
Michael Fox	

Chair Michael Parker officially called the meeting to order at 12:02 p.m. A quorum was present.

I. Adoption of Agenda

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

II. Recognition

Board Chair Parker recognized the fifth anniversary of General Counsel Shelley Curran.

III. Public Hearing

Action: Chair Parker opened the public hearing on the FY22 proposed budget at 12:07 p.m. There being no comments the hearing was closed.

IV. Public Comment

No comments.

V. Consent Agenda

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

The following consent agenda items were approved:

- April 21, 2021 – Special Session Minutes;
- April 28, 2021 – Regular Session Minutes;
- Authorized an ILA with the City of Durham for the review, approval and implementation of transit improvements.

VI. General Business Agenda

A. Items Removed from Consent Agenda

None.

B. Sanitary Sewer Easement

Gary Tober stated that Caruso Land Development is interested in purchasing property from GoTriangle for a sanitary sewer easement. The property is located at 2512 Ellis Road. The proposed easement has been evaluated and is approximately 16,592 square feet or .38 acres. The proposed price of \$15,000 is consistent with the appraised value of the property. The easement will support 52 townhomes being constructed by Caruso Homes and potentially could benefit GoTriangle. The sale would not impact commuter rail intended for the site.

Action: On motion by Hutchinson and second by Price the Board authorized the public sanitary sewer easement to Caruso Homes/Caruso Land Development on property at 2512 Ellis Road, Durham. Upon vote by roll call, the motion was carried unanimously. The letter of intent from Caruso Homes is attached and hereby made a part of these minutes.

C. Contract Award for Audit Services

Sandra Freeman stated that staff recently went through the process of soliciting proposals for the annual audit contract. Several proposals were received and Cherry Bekaert was selected as the top proposal. She stated they are our current auditor and are familiar with our processes and with the complexities of the tax district administrator role. Freeman requested Board authorization to enter into a contract with.

Action: On motion by Howerton and second by Price the Board authorized the President/CEO to enter into a contract with Cherry Bekaert LLP for audit services to cover three (3) audit cycles. Upon vote by roll call, the motion was carried unanimously.

D. Operations & Finance Committee Report

- 1. Wake Transit FY21 Q4 Amendments**
- 2. Durham County Transit Plan Amendments**
- 3. Orange County Transit Plan Amendments**

Action: On motion by Jones and second by Allen the Board unanimously approved the following budget ordinance amendments to the Triangle Tax District:

- Wake Operating Fund Budget Ordinance Amendment 2021 0007
- Wake Capital Fund Budget Ordinance Amendment 2021 0008

- Durham Operating Fund Budget Ordinance Amendment 2021 0009
- Durham Capital Fund Budget Ordinance Amendment 2021 0010
- Orange Operating Fund Budget Ordinance Amendment 2021 0011
- Orange Capital Fund Budget Ordinance Amendment 2021 0012

4. Vehicle Purchase Authorization

Action: On motion by Jones and second by Hutchinson the Board authorized the President/CEO to execute a contract for the purchase of six (6) low-floor diesel Gillig buses with associated maintenance equipment from Gillig Corporation for fixed route service not to exceed the maximum dollar amount of \$3,480,000. Upon vote by roll call, the motion was carried unanimously.

5. FY22 Proposed Budget – First Reading

Jones recognized Saundra Freeman who stated staff is waiting for the appropriation from CAMPO and the next iteration will include funding for a governance/organizational capacity study. She said the proposed budget currently has a \$1.3 million in reserve.

VII. 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 offered the following updates:

- Introduced Sharon Chavis as the new Chief of Staff (formerly COO position). Chavis previously was the Wake Transit program coordinator.
- We are talking with TJCOG and RTA about a regional strategic plan for transit, housing and land use to coordinate the many projects in the region. A grant application is being prepared and the project scope is being developed to solicit proposals.
- GoTriangle is in discussions again with the NCDOT and the City of Rocky Mount regarding transportation for workers commuting from Raleigh.
- Participated in APTA' legislative day last week and met with staff from Senator Tillis' and Senator Burr's offices as well as directly with Congressman Price.
- Gave a briefing on commuter rail and BRT at the RTA quarterly leadership meeting.
- Met with the American Underground, an incubator type set-up in Durham, and provided a commuter rail update. An update will be given to the American Tobacco Company CEO Roundtable tomorrow.
- Meeting with Clayton Chamber in Johnston County to keep them updated on the commuter rail study.

- Continuing the biweekly call with Carl Warren at NCCR.
- Attended the GoDurham electric bus unveiling event.
- Participated on panel, Moving Beyond Ridership, for the NCPTA. Shelley Curran participated on the legislative panel.
- Media interest has peaked since the Apple announcement last month.
- The fuel shortage also sparked keen interest in transit. GoTriangle was within a week of running out of fuel, but procurement and operations found fuel. GoDurham had to do some temporary service reductions due to fuel issues.
- The current driver recruitment incentive provides a \$300 bonus for any employee below executive level that brings in an operator who successfully completes the 90 day training and becomes a driver. The bonus will be doubled for the first person who brings in an operator after June 15th.

Lattuca recognized Scott Thomas who announced that GoTriangle had won a first place AdWheel Award from APTA for the “Ready for Rail” public education campaign. Thomas added that the next public engagement period is July 21 – 31 and will focus on education.

1. Operations Update

The monthly report is attached and hereby made a part of these minutes. Vinson Hines offered the monthly report and thanked the operators, dispatchers, supervisors and the maintenance, facilities and office staff for their work over the past year plus. He stated they had faced challenges during the pandemic but followed all protocols and are great ambassadors for GoTriangle. Hines added that GoTriangle is experiencing extreme operator shortage, causing high overtime and driver fatigue. He said GoTriangle will be implementing a service reduction contingency plan effective Sunday, June 13:

- temporarily suspending routes 301 and 800s
- reducing headways to 60 minutes on routes 310 and 805
- making minor scheduling tweaks on route 305
- removing some trips from CRX and DRX
- postpone the planned service expansion for August

The plan will reduce required daily pullouts from 79 operators to 66 and from 66 buses to 40. No date for service restoration and/or service expansion has been determined but staff will continue to monitor operating levels and work with HR and marketing to develop a job recruitment plan. An operator task force has been created and a joint regional job fair is planned for June. External bus signs will be placed on our vehicles.

Hines stated that fuel delivery is taking longer than normal, but staff is comfortable current capacity is good. Staff will continue to monitor the situation.

2. Capital Projects Status Report

The capital projects status report and the update on the commuter rail transit project are attached and hereby made a part of these minutes.

Katharine Eggleston offered the monthly update on the commuter rail project. The rail network modeling agreement has now been executed by all partners. The target completion date is at the end of this calendar year, which will push engagement with partners into the first quarter of 2022. NCRRT has reported that Norfolk Southern has begun the first tasks under the modeling agreement. Some of the initial technical work will be release soon such as the affordable housing report.

B. General Counsel's Report

General Counsel Shelley Curran stated that two funding requests have been made to the US House of Representatives: a joint grant application with Chapel Hill and Durham for funding bus replacements and another to improve safety and connectivity of Wake County bus stops. She reminded Board members that her last day on the job is June 1st, with this being her last Board meeting.

Allen asked the status of the RUS Bus project and who is accountable in the interim. Curran stated the consultant, Jeff Bandini, will be working with Chuck on negotiating the agreements and Katharine Eggleston will be responsible for the technical work. Outside counsel Parker Poe is helping with the drafting of the agreements along with the GoTriangle in-house legal team. RK&K was recently brought on to help review schematic design and the cost estimates.

C. Chair's Report

Chair Parker named a General Counsel Search Committee and appointed these members: Sig Hutchinson (Chair), Corey Branch, Brenda Howerton, Vivian Jones, Michael Parker and Chuck Lattuca (ex officio, non-voting member).

Parker reported that Congressman Price has agreed to move forward the joint funding request for eight electric bus replacements for Chapel Hill Transit, GoDurham and GoTriangle.

D. Board Member Reports

1. CAMPO Executive Board Representative

Will Allen III stated that the FY21 Q4 Wake Transit Plan amendment was approved and public hearings were held on the FY22 Wake Transit Work Plan

and the locally preferred alternative for the Wake BRT southern corridor. A report was given on the progress the update to the 2050 MTP. The group also received an update from the turnpike authority on the intersection at I-40, I-540 and US 70.

2. DCHC MPO Board Representative

Michael Parker reported that works also continues on the MTP and Jay Heikes gave a presentation on the new Regional Transit Center. A change approved to the FY22 Durham County Transit Plan will provide funding to keep the project moving forward.

3. Regional Transportation Alliance (RTA) Representative

No report.

VIII. Closed Session – Personnel

Action: On motion by Jones and second by Allen the Board entered into Closed Session at 1:09 p.m. pursuant to NCGS §143 318.11.(a) (6) to consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of a prospective employee and NCGS §143 318.11.(a) (5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating (ii) the amount of compensation and other material terms of an employment contract or proposed employment contract. Upon vote by roll call, the motion was carried unanimously.

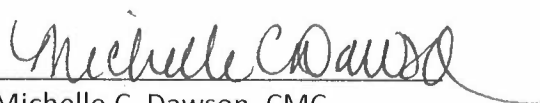
Action: The Board returned to open session at 1:29 p.m.

Action: On motion by Allen and second by Howerton the Board voted to appoint Tom Henry interim General Counsel, effective June 2, 2021, with a temporary salary increase of 7% for the duration of the appointment. Upon vote by roll call, the motion was carried unanimously.

IX. Adjournment

Action: Chair Parker adjourned the meeting at 1:29 p.m.

Prepared by:



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