Meeting Agenda

Piedmont Authority for Regional Transportation
Board of Trustees

April 14, 2021
8:30 AM

107 Arrow Road
Greensboro, NC 27409

NOTICE: This meeting is being held via Video/Teleconference with adjustments being made to protect our communities during the Covid-19 pandemic.

Teleconference dial in number: +1 (646) 749-3122
Access Code: 386-334-661

Video access link - https://global.gotomeeting.com/join/386334661
Meeting ID: 386-334-661
## Agenda Items
### April 14, 2021

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**Friendly Reminder** - PART Board Finance committee will meet immediately following PART Board meeting.
Meeting Date: April 14, 2021

Action Requested:
Call to Order – Roll Call of Teleconferencing

Summary of Information:

A. Consideration of Resolution for Teleconference and Electronic meeting for April 14, 2021

PART Board action is requested to adopt the resolution on page 2 for our business activities today, and our ability to restrict public meetings to prevent the spread of COVID-19.

Board Vote: Motion by: ________________________ Second by: ________________________

Vote: For ________________ Against ________________
WHEREAS, the President of the United States has declared a national State of Emergency in response to a worldwide pandemic caused by a virus known as COVID-19; and

WHEREAS, the Governor of the State of North Carolina has declared a statewide State of Emergency and invoked powers enumerated in N.C. Gen. Stat. Chapter 166, Article 1A (the North Carolina Emergency Management Act) in response to COVID-19; and

WHEREAS, on March 13, 2020, the Guilford County Board of Commissioners, pursuant to N.C. Gen. Stat. §166A-19.2, declared a State of Emergency in Guilford County as a result of COVID-19; and on March 24, 2020, Guilford County and the cities of High Point and Greensboro amended the declaration to order all citizens not performing certain essential tasks to stay at home and self-isolate; and

WHEREAS, the Guilford County declaration applies to all meetings conducted within Guilford County, including the regularly scheduled meeting of the PART Board of Trustees; and

WHEREAS, PART has statutory, contractual, and fiduciary duties that must be regularly conducted by its Board of Trustees despite threats imposed by COVID-19; and

WHEREAS, N.C. Gen. Stat. §160A-639 (General Powers of the Authority) grants the Authority certain broad powers; and

WHEREAS, N.C. Gen. Stat. §160A-639(22) provides that the governing board shall have the power “to do all things necessary or convenient to carry out its purpose and to exercise the powers granted to the Authority;” and

WHEREAS, Board of Trustees has determined that the only healthy, safe, and logical manner in which to conduct PART’s business at this time is by electronic means enabling remote participation by board members and staff; and

WHEREAS, the Board of Trustees has also determined that it can implement certain safeguards to protect and facilitate the public’s right to participate electronically to observe all public discussions and decisions.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Board of Trustees hereby invokes the broad powers granted in N.C. Gen. Stat. §160A-639(22) to take all necessary steps to conduct public business safely during officially declared states of emergency related to COVID-19, including meeting by electronic means.

2. The April 14, 2021 Board of Trustees meeting shall be conducted electronically in a manner determined by the Executive Director to enable maximum remote participation by the board, staff, and public.

3. This Resolution applies only to the April 14, 2021 meeting but may, upon proper amendment, be extended by electronic vote of the Board of Trustees to apply to future meetings if states of emergency on local or state levels require its extension. Its execution may be accomplished by electronic signature, each on separate pages, as necessary, to verify its adoption.
4. The Executive Director shall duly notify the public through all print and broadcast media outlets on the PART media list and by prominent notice on the PART website that the April 14th meeting will be conducted by electronic means. Notice shall include explicit instructions to facilitate and protect the right of public participation.

5. The Executive Director shall also provide board members and the public with instructions for receiving technical support to ensure and protect each person’s ability to participate remotely by electronic means.

6. A copy of this Resolution shall be sent by electronic means to each member of the Board of Trustees, PART staff, all persons who regularly attend PART meetings, and the media.

7. The Board of Trustees may adopt this Resolution by electronic vote through email, fax, or text messaging without motion or second.

   Adopted by electronic vote this the 14th day of April 2021.

____________________________________  ________________________________________
Marikay Abuzuaiter, Chairperson       Terry Anderson, PART Administrative Assistant
Board of Trustees                      Clerk to the Board

Approved as to form and content:

____________________________________  Seal:
Thomas E. Terrell, Jr.                 
PART Board General Counsel
Action Requested:  
**Public Speakers that have registered via Contactus@partnc.org**

Summary of Information:  
PART has communicated to the general public via our social media, Facebook, TransLoc, website, and electronic mail resources to make the general public aware of our monthly Board meeting. At this time, we will provide the opportunity for public comments.

Board Vote:  
Motion by: __________________________  
Second by: __________________________  
Vote: For ________________  Against ________________
Meeting Date: April 14, 2021

Action Requested:
Consideration of Meeting Minutes

Summary of Information:

The March 10, 2021 meeting minutes are enclosed for PART Board review and approval.

Board Vote: Motion by: ________________________ Second by: __________________________

Vote: For ________________ Against ________________
MEETING MINUTES
Piedmont Authority for Regional Transportation Board of Trustees
March 10, 2021

Board Members Present:
Abuzuaite, Marikay – City of Greensboro TAC
Austin, Kevin - Yadkin County
Butler, Jim – City of Burlington
Carter, Steve – Alamance County
El-Amin, Fleming – Forsyth County
Frye, Darrell – Randolph County
Fox, Mike – NCDOT Board of Transportation
Grimes, Neal – TAC High Point
Hightower, Sharon – City of Greensboro
Horn, Mike – Winston Salem/Forsyth TAC
Mengert, Paul – PTAA
Morris, Rick – Stokes County
Mundy, Kevin – City of Winston Salem
Richardson, Mark – Rockingham County
Truell, Don – Davidson County
Williams, Leonard – Burlington-Graham

Others Present:
Terry Anderson, PART; Connie Conklin, PART; Sabrina Glenn, PART; Mark Kirstner, PART; Toneq McCullough, City of Winston Salem; David Morris: Scott Rhine, PART; Tom Terrell Jr., Fox Rothschild; Tammy Turner, PART; Bonita Wellington, PART; Donna Woodson, Transit Manager, WSTA.

I) Call to Order: Roll Call of Teleconferencing.
A roll call was taken, and a quorum established with 15 members of the PART Board in attendance.

A. Consideration of Resolution for Teleconference and Electronic meeting for March 10, 2021
Madame Chair Abuzuaite explained the virtual meeting conducted under the authority that the General Assembly has provided under Statutes §160A-639 and §160A-639(22) with regards to the current state of emergency due to COVID-19. With our voting today, Board members who are in attendance please state if you are a no or an abstain vote, otherwise all of those included on the call today will be considered a yes. A Resolution is presented to acknowledge the virtual meeting format. Tom Terrell: to clarify, only those that have responded “present” during the roll call, count as voting yes.

Motion to adopt the Resolution for Teleconference and Electronic meeting for March 10, 2021: Mark Richardson
Second: Steve Carter
Discussion: None
Vote: 15 -Yes / 0– No / 0 -Abstain
II) Public Speakers registered via contactus@partnc.org
Scott Rhine indicated there was no public speakers. Madame Chair Abuzuaiter asked if anyone on call requested to speak, there were no speakers.

III) Consideration of Meeting Minutes
February 10, 2021 PART Board of Trustees meeting minutes were accepted without revisions.

Motion to accept the February 10, 2021 meeting minutes: Steve Carter
Second: Paul Mengert
Discussion: None
Vote: 15-Yes / 0-No / 0-Abstain

IV) Report From Board Committee – Finance Committee
Kevin Austin stated items reviewed during the virtual Finance meeting held on March 1, 2021 included the quarterly financial variance reports, proposed FY21-22 budget ordinance amendments, planned meeting schedule and local revenue collection trends for 2020. He added that PART was in a healthy position and in good standing for rebound and that Connie Conklin would report this today in the Quarterly Treasurers report.

V) Consideration of PART Board Business Items
A. New Business

Mr. Fleming El-Amin arrived was counted as present and will be added to the vote.

1) Acceptance of Quarterly Treasures Report
Connie Conklin provided an overview of the quarterly treasures report and included a summary of each fund. The PART Board accepted the report.

General Fund revenues area at 30% and expenditures are at 39% of annual budget. Rental Vehicle Tax, Fare Revenues and Grant Revenues are all Down due to timing, Cares Act reimbursement of $1.1M will be reflected in Q3 results. All Departments are underrunning budgets with 60% of the overall underrun rising from lower vehicle contract costs and fuel. The net effect of Revenues under Expenditures excluding transfers on December 31, 2020 is $199,195.

Grants Fund revenues and expenditures have not been realized through Q2. Ten buses are on order with encumbrances of $4.9M.

Commuter Resources Fund revenues area at 21% of budget with total expenditures at 25%. Revenues are below budget due to reduced van pool leases and the timing of Q2 reimbursements of $70.8K. Expenditures for CR-Original are at 23% of budget due to position vacancies, lower fuel prices and consumption due to drop in van pool leases, maintenance costs as well as reduced insurance premiums. Call Center departmental expenses are running at 31% due to position vacancies. The net effect of Revenues under Expenditures excluding transfers on December 31, 2020 is $36,754.

Motion to approve the Quarterly Treasurers Report: Fleming El-Amin
Second: Darrell Frye
Discussion: None
Vote: 16-Yes / 0-No / 0-Abstain

2) Approval of FY20-21 Budget Ordinance Amendments
Connie Conklin gave a review of the FY20-21 Budget Amendments for FY20-21 found on page 16 of the Board package. The PART Board accepted and approved the amendments.

PART General Fund Amendment for fiscal year ending June 30, 2021 was amended as follows: Revenues decreased to $9,340,629. Expenditures decreased to $8,014,050. Transfers increased to $387,085. Appropriation decreased to $939,494.

Motion to accept the General Fund Amendments ending June 30, FY20-21: Sharon Hightower
Second: Darrell Frye
Discussion: None
Vote: 16-Yes / 0-No / 0-Abstain

PART Grants Fund Amendment for fiscal year ending June 30, 2021 was amended as follows: Revenues increased to $3,985,679. Expenditures increased to $4,964,764. Transfers increased to $979,085.

Motion to accept the Grants Fund Amendments ending June 30, FY20-21: Darrell Frye
Second: Paul Mengert
Discussion: None
Vote: 16-Yes / 0-No / 0-Abstain

PART Commuter Resources Fund Amendment for fiscal year ending June 30, 2021 was amended as follows: Revenues decreased to $985,928. Expenditures decreased to $757,528. Appropriations increased to $228,400.

Motion to approve the Commuter Resources Fund Amendment ending June 30, FY20-21: Paul Mengert
Second: Fleming El-Amin
Discussion:
Vote: 16 -Yes / 0 -No / 0-Abstain

3) Approval of Rider Policy – Facial Mask Exemption
Scott Rhine stated while promoting COVID19 safety which requires masks to be worn in airports, commercial aircraft and in various modes of surface transportation, the U.S. Department of Homeland Security Transportation Security Administration (TSA) issued a Security Directive mandating face masks while on conveyances and at transportation hubs effective February 1, 2021 and will remain in effect unless modified or rescinded. PART has had this requirement since March of 2020. To acknowledge the TSA mandate as well as various exemptions of wearing a mask, the PART Board approved the resolution after discussion of this matter and concluded to delay the effective date until April 1, 2021 allowing time for riders to gather information for exemption of wearing face masks.

Note: Kevin Mundy left the meeting and will not be counted in this vote.

Motion to approve the Resolution authorizing the Executive Director to amend the PART face mask policy according to the Presidential Executive Order Promoting COVID-19 Safety in Domestic and International Travel and implement an exemption procedure with the amended effective Date of April 1, 2021: Darrell Frye
Second: Paul Mengert
Discussion:
Vote: 14– Yes / 1 – No -Kevin Austin / 0 – Abstain

Note: Mr. Mengert left the meeting after the vote.
B) Old Business – None

VI) Departmental Staff Reports
   A. Department Staff Reports
      Mr. Rhine stated the staff reports are in your package for review and there was no questions or discussion.

XI) Chairperson Report
Madame Chair Abuzuaiter reminded the Board of the Operations and Planning Committee meeting today. Upcoming items are Budgets for FY21-22 with Finance Committee and a public hearing in June. Greensboro Urban area MPO had a two-day federal certification review, and all went well.

Adjourned: 10:05am
Meeting Date: April 14, 2021

Action Requested:

**Report from PART Board Committee**

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<th>Summary of Information:</th>
<th>Attachments yes no X</th>
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**A. Operations/Planning Committee**

The Operations/Planning committee held a virtual meeting on March 10, 2021. Board members in attendance included committee chair Neil Grimes, Marikay Abuzuaier, Sharon Hightower.

The items reviewed by the committee included the PART Express ridership trends and planned service levels being re-established on certain routes and the work underway with Triad MPO’s on developing a Piedmont Triad Transportation Demand Management (TDM) plan.

Mr. Grimes and other committee members will provide additional details at the PART Board monthly meeting.

**Board Vote:**

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<th>Second by: __________________________</th>
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| Vote: For ________________ Against ________________ |
Meeting Date: April 14, 2021

Action Requested:

Consideration of PART Board Business Items

Summary of Information: 

A. New Business:

1) Consideration of FY2020-21 Financial Audit Contract Services

PART has a contractual agreement with Dixon Hughes Goodman, LLP for annual auditing services. The current contractual service is in the third and final year of our contract for annual auditing and financial assessment. PART Board authorization to utilize Dixon Hughes Goodman, LLP for the annual auditing services for FY2020-21 is required by the governing body and is utilized by the auditors to commence their work.

A resolution is included on page 13 for PART Board consideration

2) Consideration of NCDOT Funding Agreements

PART has two items needing renewal with NCDOT for state financial participation. These items require PART Board action. Below is additional information.

a) Piedmont Triad Regional Model (PTRM) – PART has served as the model custodian for the Piedmont Triad travel demand model on behalf of NCDOT and the Triad MPOs since 2004. The financial participation from NCDOT is available under a five-year agreement that is developed by NCDOT. The agreement is provided for reference and is standard business practice for NCDOT to provide a commitment for financial participation to locally administered transportation programs and projects.

A resolution is included on page 14 for PART Board consideration.

b) Public Transit / Integrated Mobility Division requires local governments to confirm that local funds are available for grant funds provided by NCDOT. This resolution is an annual statement for NCDOT grant funds that PART is committed to provide the local funds for associated state grants. For PART this is applicable for related grants that PART may have available from NCDOT that include - SMAP funds, Rideshare/TDM Agreement and Capital match funds.

A resolution is included on page 15 for PART Board consideration.

3) Consideration of Electric Vehicle Charging Station Contract

PART was awarded VW settlement funds in July 2020 for the purchase and installation of a Fast Charge electrical vehicle charging station at our Graham park and ride facility. The funding award was $70,138.00
and is 100% refundable to PART from the VW settlement funds managed by the NC Department of Environmental Quality (DEQ)

Previous action of the PART Board was undertaken in October 2020 with authorization to submit compliance related forms to DEQ for grant agreements and funding authorized by DEQ. PART received the fully executed DEQ funding agreement in March 2021 and has been working with Duke Energy and the charging station contractor with on site assessment and identified next steps.

The full amount of cost associated with capital purchase, electrical and infrastructure expense from the selected vendor on state contract is $66,689.00. This is an item we have included in our current year budget. We are trying to complete this project this fiscal year as planned, but it may carry over into next fiscal year depending on the electrical power to the site from Duke Energy. PART Board action is requested authorizing the PART Executive Director to enter into a contract with National Car Charging LLC for the purchase, installation, data monitoring, maintenance and warranty of the Level 2 fast charge electric vehicle charging station.

A resolution is included on page 17 for PART Board consideration.

B. Old Business
   1) None

Board Vote:  Motion by: ________________________        Second by: __________________________
Vote:  For ________________  Against _______________
RESOLUTION OF THE PIEDMONT AUTHORITY FOR REGIONAL TRANSPORTATION BOARD OF TRUSTEES APPROVING THE EXTENSION OF CONTRACT WITH DIXON HUGHES GOODMAN LLP FOR ANNUAL FINANCIAL AUDIT SERVICES

WHEREAS, the Piedmont Authority for Regional Transportation (PART) is a regional transportation authority created under Article 27 and C.C.G.S. 160A; and

WHEREAS, the PART Board of Trustees established a contract for Financial Audit Services with Dixon Hughes Goodman LLP on April 10, 2019 which included the option of renewing the initial contract on an annual basis for two additional successive fiscal years; and

WHEREAS, the PART Board of Trustees recognizes good performance under the conditions of the existing contract for Financial Audit Services; and

WHEREAS, the PART Board of Trustees and Dixon Hughes Goodman LLP have agreed to the following terms for a third-year contract: $27,700 for the audit; $3,200 Writing the Financial Statements; $5,400 for the first major program; $1,850 for any additional major program thereafter; and

NOW THEREFORE BE IT RESOLVED by the PART Board of Trustees that the PART Executive Director is hereby authorized to enter into a one-year Financial Auditing Service contract for FY2020-21 with Dixon Hughes Goodman, LLP.

BE IT FURTHER RESOLVED that the existing contract is in the final year of a three-year contract for Financial Auditing Services and PART staff will undertake the process to solicit qualified firms for PART Board consideration at an upcoming meeting.

A motion was made by ______________________ and seconded by ___________________ for adoption of the above resolution, and upon being put to a vote was duly adopted on this 14th day of April 2021.

I, Marikay Abuzuaiter, PART Chairperson does hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the Piedmont Authority for Regional Transportation duly held on the 14th day of April 2021.

Approved: _________________________ Witnessed: _________________________
Marikay Abuzuaiter Thomas E. Terrell, Jr.
PART Board Chairperson PART Legal Counsel

Certified: _________________________ SEAL:
Terry Anderson
Administrative Assistant
RESOLUTION OF THE PIEDMONT AUTHORITY FOR REGIONAL TRANSPORTATION AUTHORIZING THE PART EXECUTIVE DIRECTOR TO EXECUTE A FUNDING AGREEMENT WITH NCDOT TO SUPPORT THE REGIONAL TRAVEL DEMAND MODEL

WHEREAS, the Piedmont Authority for Regional Transportation (PART) is a regional transportation authority created under Article 27 and N.C.G.S. 160A; and

WHEREAS, PART works directly with its member agencies to enhance mobility for each of our citizens through Regional Cooperation and taking the responsibility to assist in transportation planning for NCDOT and the Triad Metropolitan Planning Organizations (MPO’s) by serving as the Model Custodian for the Piedmont Triad Regional Model (PTRM) since 2004; and

WHEREAS, 23 USC 505 allows North Carolina Department of Transportation (NCDOT) State Planning and Research (SPR) federal funds to be available for certain transportation activities; and

WHEREAS, PART has an annual PTRM work program and budget with Triad MPOs, NCDOT and PART funding for the PTRM development and maintenance with agency roles and responsibilities contained within a Memorandum of Agreement; and

WHEREAS, NCDOT funding in support of PTRM utilizes federal SPR funds and is subject to annual review and commitment from NCDOT per the annual PTRM work plan and budget with a program agreement between NCDOT and PART for a five year period; and

WHEREAS, this program agreement between PART and NCDOT is a renewal of the existing funding support for an additional five year period beginning July 1, 2021.

NOW THEREFORE BE IT RESOLVED, the PART Board of Trustees authorize the PART Executive Director to execute the funding agreement with NCDOT to support the activities associated with PTRM for an additional five year period beginning July 1, 2021.

A motion was made by ____________________ and seconded by ___________________ for adoption of the above resolution, and upon being put to a vote was duly adopted on this 14th day of April 2021.

I, Marikay Abuzuaiter, PART Chairperson does hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the Piedmont Authority for Regional Transportation duly held on the 14th day of April 2021.

Approved: ____________________
Marikay Abuzuaiter
PART Board Chairperson

Witnessed: ____________________
Thomas E. Terrell, Jr.
PART Board Legal Counsel

Attest: ____________________
Terry Anderson
PART Administrative Assistant

Seal:
PUBLIC TRANSPORTATION PROGRAM RESOLUTION

FY 2022 RESOLUTION

Section 5311 (including ADTAP), 5310, 5339, 5307 and applicable State funding, or combination thereof.

Applicant seeking permission to apply for Public Transportation Program funding, enter into agreement with the North Carolina Department of Transportation, provide the necessary assurances and the required local match.

A motion was made by (Board Member’s Name) __________________ and seconded by (Board Member’s Name or N/A, if not required) __________________ for the adoption of the following resolution, and upon being put to a vote was duly adopted.

WHEREAS, Article 2B of Chapter 136 of the North Carolina General Statutes and the Governor of North Carolina have designated the North Carolina Department of Transportation (NCDOT) as the agency responsible for administering federal and state public transportation funds; and

WHEREAS, the North Carolina Department of Transportation will apply for a grant from the US Department of Transportation, Federal Transit Administration and receives funds from the North Carolina General Assembly to provide assistance for rural public transportation projects; and

WHEREAS, the purpose of these transportation funds is to provide grant monies to local agencies for the provision of rural, small urban, and urban public transportation services consistent with the policy requirements of each funding source for planning, community and agency involvement, service design, service alternatives, training and conference participation, reporting and other requirements (drug and alcohol testing policy and program, disadvantaged business enterprise program, and fully allocated costs analysis); and

WHEREAS, the funds applied for may be Administrative, Operating, Planning, or Capital funds and will have different percentages of federal, state, and local funds.

WHEREAS, non-Community Transportation applicants may apply for funding for “purchase-of-service” projects under the Capital budget Section 5310 program.

WHEREAS, (Legal Name of Applicant) Piedmont Authority for Regional Transportation (PART) hereby assures and certifies that it will provide the required local matching funds; that its staff has the technical capacity to implement and manage the project(s), prepare required reports, obtain required training, attend meetings and conferences; and agrees to comply with the federal and state statutes, regulations, executive orders, Section 5333 (b) Warranty, and all administrative requirements related to the applications made to and grants received from the Federal Transit Administration, as well as the provisions of Section 1001 of Title 18, U. S. C.
WHEREAS, the applicant has or will provide all annual certifications and assurances to the State of North Carolina required for the project;

NOW, THEREFORE, be it resolved that the (Authorized Official’s Title)* PART Executive Director of (Name of Applicant’s Governing Body) Piedmont Authority for Regional Transportation (PART) is hereby authorized to submit grant application(s) for federal and state funding in response to NCDOT’s calls for projects, make the necessary assurances and certifications and be empowered to enter into an agreement with the NCDOT to provide rural, small urban, and urban public transportation services.

I (Certifying Official’s Name)* Marikay Abuzuaiter (Certifying Official’s Title) Chairperson – PART Board of Trustees, do hereby certify that the above is a true and correct copy of an excerpt from the minutes of a meeting of the (Name of Applicant’s Governing Board) Piedmont Authority for Regional Transportation (PART) duly held on the 14th day of April, 2021.

__________________________
Signature of Certifying Official

*Note that the authorized official, certifying official, and notary public should be three separate individuals.

Seal Subscribed and sworn to me
(date) April 14, 2021

__________________________
Notary Public *

__________________________
Printed Name and Address

My commission expires
(date)
RESOLUTION OF THE PIEDMONT AUTHORITY FOR REGIONAL TRANSPORTATION BOARD
OF TRUSTEES APPROVING THE PURCHASE WITH NATIONAL CAR CHARGING LLC FOR
PURCHASE, INSTALLATION, MONITORING AND MAINTENANCE OF THE ELECTRIC
VEHICLE CHARGING STATION AT THE GRAHAM PARK AND RIDE FACILITY

WHEREAS, the Piedmont Authority for Regional Transportation (PART) is a regional transportation authority created under Article 27 and C.C.G.S. 160A; and

WHEREAS, PART was awarded VW Settlement funds totaling $70,138 through the NC Department of Environmental Quality (DEQ) for the purchase and installation of a fast charge electric vehicle charging station for the Graham Park and Ride facility; and

WHEREAS, PART has received final pricing from the supplier on State Contract for the purchase, installation, monitoring and maintenance of the electric vehicle charging station; and

WHEREAS, National Car Charging, LLC is a vendor listed on the NC Department of Administration that is identified as a supplier for fast charge electric vehicle charging stations and has provided a full turnkey purchase, installation, data monitoring and a five-year maintenance and warranty plan for a purchase price of $66,689.00; and

WHEREAS, the VW settlement funds from DEQ are for 100% of encumbered expense and is included in the current PART budget for FY2020-21.

NOW THEREFORE BE IT RESOLVED by the PART Board of Trustees that the PART Executive Director is hereby authorized to enter into a contractual agreement with National Car Charging, LLC for the purchase, installation, data monitoring and maintenance of an electric vehicle charging station at the Graham park and ride facility.

************************************************************************************
A motion was made by ______________________ and seconded by _____________ for adoption of the above resolution, and upon being put to a vote was duly adopted on this 14th day of April 2021.

************************************************************************************

I, Marikay Abuzuaiter, PART Chairperson does hereby certify that the above is a true and correct copy of an excerpt for the minutes of a meeting of the Piedmont Authority for Regional Transportation duly held on the 14th day of April 2021.

Approved: _____________________________ Witnessed: _____________________________
  Marikay Abuzuaiter                        Thomas E. Terrell, Jr.
  PART Board Chairperson                    PART Legal Counsel

Certified: _____________________________ SEAL:
  Terry Anderson                         Administrative Assistant
The Piedmont Authority for Regional Transportation
Board of Trustees

Meeting Date: April 14, 2021

Agenda Item No. VII
Page No. 18

Action Requested:

Department Staff Reports – Informational Items

Summary of Information:

Attachments yes X no __

Executive Director Updates:

- PART has executed funding agreements with FTA for grant funds associated with FY2020-21 planned expense. This includes the following:
  - CARES Act funding (100% federal share)
  - Section 5307 Operating/Preventive Maintenance/Routine Capital
  - CRRSSA Funds (100% federal share) – operating subsidy
- PART has the following funds under review and pending state/local decision.
  - NCDOT Section 5311 CARES Act funds (FY2020-21)
  - Recovery Act funding (FY2021-22) operating subsidy – 100% federal participation
    - Cities if Greensboro, Winston-Salem, Burlington
    - City of High Point has confirmed funding available to PART
- PART has an FTA Drug and Alcohol Compliance Audit scheduled for May 3-7, 2021
  - Standard and routine compliance audit for one of the various regulations we maintain.
  - Various agencies across North Carolina are undertaking the compliance audit from FTA.
- PART is finalizing a compliance review for National Transit Database reporting.
  - Termed “Cross-Walk” analysis
  - Conducted by third party financial auditing firm that reviews the financial data that is managed and maintained by PART finance for reporting PART Express system data to the NTD system.
- PART has received 6 buses for the replacement of aged vehicles from New Flyer North America.
  - PART has 4 additional buses being delivered in late April / early May
- PART continues to develop a Triad Transportation Demand Management Plan with Triad MPO’s
  - Plan will be presented to the PART Board at a future meeting for adoption
  - Plan was a continuation of the work originally administered by NCDOT, but was left incomplete due to COVID19 impacts
  - Plan will identify strategies and various TDM related activities to enhance mobility in our region that will be associated with the PART annual NCDOT TDM/Rideshare program, opportunities for PART/Local Transit/Triad MPO’s to utilize FTA Section 5303, 5307, CMAQ, STPDA and other available funds for project development administered by PART and local governments in the coming years.

Department staff report is on the following pages.
PART Welcomes New Buses

Last month, PART welcomed six new 40’ New Flyer Excelsior’s to its fleet with four more scheduled to arrive mid-May. PART was awarded a $6.7M FTA Competitive Capital Grant in 2019 that is being utilized for these purchases. The grant provides 80% of the funding for the bus purchase with the remaining 20% coming from PART’s Capital Reserve Fund. In accordance with FTA guidelines, PART’s Transit Asset Management Plan calls for buses to be replaced after 500,000 miles or 12 years. This policy helps ensure the safe transport of passengers.

Introducing a change in process, this most recent bus order did not include Fareboxes. This is a planned transition from traditional magstripe paper pass to digital fare payments using the TouchPass/UMO and cash. Fare boxes using paper passes are prone to frequent breakdowns and maintenance issues. Historically they were also used to manually count ridership by the bus operator. Several years ago, PART installed Automatic Passengers’ Counters (APCs) throughout the fleet. These APCs have been certified by FTA for reporting ridership. The use of digital fare payments and the APCs have allowed PART to explore alternative options for cash collection.

As a result, Diamond Drop Boxes and the TouchPass/UMO card readers have been installed on all six of the new buses. Other new features include a 38-passenger seated capacity with room for two wheelchairs, bike racks and expanded in vehicle camera coverage. With the remaining grant funds, PART is also looking to the future and the changing nature of public transportation. This includes considering the procurement of 30-foot buses capacity over the next few years.

TouchPass is Now UMO

In 2018 PART launched TouchPass, a digital fare payment system that manages the purchase and payment of fares through a Mobile App or Smartcard. This system was part of a regional effort to improve the public transportation experience. In 2019 18% of PART trips were paid with TouchPass, in 2020 42% and so far in 2021 48%. PART’s goal is to have 65% to 75% by 2023.

GTA and High Point Transit began their transition to the platform in late 2019, then COVID caused delays. Now on May 1st, PART, GTA and High Point Transit will launch Umo
as a multi-system regional fare pay system. What happened to TouchPass? They were bought by Cubic who rebranded the system as Umo. The three agencies have been working collaboratively and will launch a regional marketing effort in mid-April.

There are two ways to use the Umo system, with a smartcard or smartphone. Transit passes and cash can be applied to the smartcard account online, at the transit agency’s ticket window, or in the case of High Point Transit at their administration building. Then passengers simply tap their card as they board. Smartphone users can use their device to download the Umo Mobility App, purchase passes or apply cash, and scan an in-App QR code to board. Public transit passengers who ride multiple systems can have passes and cash to use on all three systems, loaded into their Umo account.

Another great advantage of the new UMO technology is that trip planning and agency announcements are integrated into the App. You can schedule a Lyft or Uber for your first or last mile connection. The agencies will continue to work together to take full advantage of this technology.

Ridership’s Slow Return

The impacts of COVID-19 remain. With vaccination programs under way and businesses continuing to add capacity, traffic volumes across the region are increasing. The February 2021 traffic volumes released by NCDOT indicate that they have risen to pre-pandemic levels from one-year ago.

However, public transportation ridership remains low across the state and country. Across the region ridership decreased from January to February which is opposite from annual trends.

Although official ridership counts are not available until mid-April, PART is projecting a continued increase in ridership from February’s total. The chart to the right shows PART’s projected March ridership. The table on the next page is from PART’s New Normal analysis. It illustrates progress in all areas except public transportation ridership. The slow return is not a surprise and as stated before it will be several more months until we know how ridership will recover from COVID-19.

The Piedmont Triad enjoys less traffic congestion than our neighbors in the Triangle and the Charlotte region. PART says we need to keep that way. Whether is quality of life or keeping our freight infrastructure free flowing, providing a wide range of measures ensure mobility for all, ensure safety or maintain an economic advance is vital to our success.
The New Normal and Public Transportation's Struggle

<table>
<thead>
<tr>
<th>Factor</th>
<th>Goal</th>
<th>COVID peak</th>
<th>Getting there</th>
<th>&quot;New&quot; Normal?</th>
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<tbody>
<tr>
<td>NC's Phased Response</td>
<td>No restrictions</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Return to School</td>
<td>In person</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unemployment</td>
<td>&lt; 4% State unemployment</td>
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<tr>
<td>2nd Dose Vaccinations</td>
<td>&gt; 80% of the State</td>
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<tr>
<td>New Cases</td>
<td>No new spikes for 3 months</td>
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<tr>
<td>Transit Ridership</td>
<td>Within 5% of baseline</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Traffic Volume</td>
<td>Within 5% of baseline</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Social Distancing</td>
<td>Pre-COVID levels</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>% Staying Home</td>
<td>Pre-COVID levels</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>Trips per Person</td>
<td>Pre-COVID levels</td>
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Creating Mobility Options in Our Communities

A Travel Demand Management Initiative for the Piedmont Triad

February, PART began the development of a regional transportation demand management (TDM) plan. The first discussion was held on February 11, 2021 and included representatives from PART, the four Metropolitan Planning Organizations in our region, and staffs from several transit agencies. Following that meeting the group has met four times. Time has been spent understanding the purpose, benefits, and various structures of a regional TDM plan.

What has determined is PART has managed a TDM that consists of a van pool program, a call center and numerous rideshare promotions for 20 years. The goal is this effort to broaden and expand the program to highlight other efforts currently on-going, to rally around new programs and to bring more attention to all mobility options for Piedmont Triad residents.

The Regional TDM Working Group has identified 50 existing efforts and future opportunities have TDM implications. The goal had morphed into the development of an initiative to strengthen and grow the program over the next 12 to 18 months. This will include heightened awareness of existing programs, the initiation of several new transit connectivity efforts and the broadening of stakeholders beyond the regional working group. The PART Board of Trustees and the MPO TAC’s will be asked to endorse the initiative in the coming months.

Example of TDM Activates Identified for Public Transportation

Goal
Evaluate & Establish Regional Pass Programs.
Objectives
*Development of fare free transit pass for Municipal Employees.
*Development of stored value pass valid on all transit systems.
*Initiate conversations with regional partners not on the UMO platform.

Goal
Identify and promote transit connectivity opportunities.
Objectives
*Extend transit service (hours/weekend/Sunday service).
*Evaluate transit connections to airports (PTIA and Smith Reynolds).
*Promotion of Interagency Connectivity

Goal
Explore multimodal/crossmodal connectivity.
Objectives
*Promote efficient intermodal transit centers and hubs.
*Address Bike/Ped and Greenway infrastructure development.
*Develop WS Union Station Connectivity Plan
*Implement/promote Burlington Train Station connectivity study.

Goal
Evaluate opportunities Passenger conveniences.
Objectives
*Implement WSTA Bus Stop Public Art Project.
*Develop a bus stop infrastructure program.
The Piedmont Authority for Regional Transportation
Board of Trustees

<table>
<thead>
<tr>
<th>Meeting Date: April 14, 2021</th>
<th>Agenda Item No. VIII</th>
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<tbody>
<tr>
<td>Action Requested:</td>
<td>Page No. 22</td>
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### Chairperson Report

**Summary of Information:**

PART Chair, Abuzuaiiter will provide additional updates and news to the PART Board.

**Attachments**

| yes | no X |

| Board Vote: Motion by: ____________________ | Second by: ____________________ |

| Vote: For ________________ Against ________________ |