



**ORANGE COUNTY GOVERNMENT
TRANSPORTATION SERVICES DEPARTMENT**



Orange County Working Group

**Meeting Agenda
February 19th, 2024
10:00am 12:00pm**

Whitted Building, Hillsborough, NC

1. **Call to Order/Roll Call (10:00am-10:05am)** Doug Plachcinski, DCHC MPO
2. **Adjustments to the Agenda (10:05am-10:10am)** Doug Plachcinski, DCHC MPO
3. **Public Comment (10:10am-10:15am)** Doug Plachcinski, DCHC MPO
4. **Administrative**
 - a. **SWG Administration** Darlene Weaver, Orange Co
 - i. **December 23 & January 24 minutes (10:15am-10:20am)**
 - ii. **Discuss By-Laws (10:20am-10:40am)-Meeting Attendance**
Recommended Action: Release for Governing Board Approval
 - iii. **FY25 Work Program (10:40am-10:50 am)**
Recommended Action: Release for Governing Board Approval
 - iv. **Public Engagement and Communication (10:50am- 11:00am)**
 - b. **GoTriangle** Steven Schlossberg, GoTriangle
 - I. **Financial Reports Schedule Update (11:00am-11:10am)**
5. **Project Sponsor Updates (11:10am-11:20 am)** Doug Plachcinski, DCHC MPO
 - a. **Chapel Hill**
 - b. **Mebane**
 - c. **Hillsborough**
 - d. **Carrboro**
6. **Next Meeting – March 20, 2024**
7. **Adjournment**

MINUTES
STAFF WORKING GROUP (SWG)
December 18, 2023

The Orange Staff Working Group met on December 18, at 9:00 a.m. in the Whitted Building, as well as through the TEAMS teleconferencing platform. The following members and guests were in attendance.

1. Kelly Fomenko (Chair, Voting Member)	DCHC MPO
2. Nishith Trivedi (Vice Chair, Voting Member)	Orange County
3. Darlene Weaver	Orange County
4. Jamael Wiley	Orange County
5. Jay Heikes (Voting Member)	GoTriangle
6. Margaret Scully (Voting Member)	GoTriangle
7. Kate Urban	GoTriangle
8. Steven Schlossberg	GoTriangle
9. Caroline Dwyer (Voting Member)	Town of Chapel Hill
10. Joshua Mayo (Voting Member)	Town of Chapel Hill
11. Matt Cecil (Voting Member)	Chapel Hill Transit
12. Ashley Ownbey (Voting Member)	Mebane
13. Christina Moon (Voting Member)	Carrboro
14. Matt Efird (Voting Member)	Hillsborough
15. Cha'ssem Anderson	UNC-CH
16. Ellen Beckmann	Durham
17. Landon Coley	UNC-CH

1. Call to Order/Roll Call:

Chair Kelly Fomenko called the meeting to order at 9:00 A.M. All in-person and virtual attendees were introduced and acknowledged.

2. Adjustments to the Agenda:

Steven Schlossberg from Go-Triangle briefly spoke about the FY25 Work Program version 2 of the financial plan. Every project sheet that was submitted fits all the requirements of the model and that PFM did a preliminary review, and they will do a final review and the sheets are on the share point. Steve Schlossberg suggested that everyone defer to Darlene Weaver and Nishith Trivedi on when we would review the projects before public comment.

3. Public Comments: There were no public comments.

4. Administrative:

a. SWG Administration:

i. **Approval of November Minutes:** Nishith Trivedi made a motion to accept the minutes the November minutes. Steven Schlossberg seconded the motion with corrections. The motion passed unanimously.

ii. **Meeting Schedule changes:** Margaret Scully suggested we do a doodle poll to see what works best for the group. Steven Schlossberg explained the conflict with TPAC pack meeting and ask if we could adjust the schedule accommodate Go-Triangle. Steven Schlossberg suggested to change the Staff Working Group meeting to Monday in the future with the approval and update of the by-laws. Everyone unanimously agreed to the doodle poll.

iii. **Project Sheets:** Jay Heike and Margaret Scully had several questions about cost per hour and services hours about all Orange County project sheets. “ Margaret Scully wanted an explanation of what the funding are for and what the hours were being used on? What cost per hour was used and what was the thinking process.” Jamael Wiley explained the reasoning behind the numbers and where and how they were determined. Jameal explained that the continuation of services covers the rural paratransit service. The demand response service is listed on the project sheet and then the two fixed route services. Jamael Wiley reference financial Policy page 12 to calculate the cost per hour. Margaret Scully questioned our additional funds and asked why not just roll with the additional 2.5% increase? Nishith Trivedi explained and referenced the financial policy page 12, there are only four variables that calculate cost per hour and not by service type.(fuel, operations, maintenance, and administration). Chassem Anderson suggested that on page 12 it should specifies to be broken out by service. Margaret Scully agreed saying it was oversight and mention from the beginning the transit plans , paratransit or demand response was always treated differently than a fixed route and an administrative error, that should be corrected. It was agreed and recommended to separated paratransit services (demand response) and fixed routes so everyone could track the and see if there is a demand increase for funding. Steven Schlossberg explained that every year the ICES increase cost of existing service should math the \$7.00 allocated and Jennifer Hayden would verify. Later in the meeting Jay Heike had additional questions about the prices for Hillsborough circulator, on why we are asking for a decrease of 200K for FY24 and increase of 300K for next year? Nishith Trivedi explained that reverse circulator would continue to improve the route. More clarification in the January meeting.

Global Agreements were mentioned, and Darlene Weaver provided everyone the clean version. Carolina Dwyer was unclear about when to sign, where to sign and had all the governing boards approved the agreements? Nishith Trivedi explained that page 13 needs to be signed. Margaret Scully suggested I reach out MPO for suggestions unified Global Agreements. Darlene Weaver was asked to send out signed Global Agreement by Orange County Board of County Commissioners (BOCC). Suggestions from Christina Moon that maybe we could have this signed every four years and not every year. It was suggested that we have another meeting to discuss. Christina Moon proposed we have better understanding of the exhibit component. She suggested as the administrators we should think about how the agreements work together.

iv. **Orange County FY24 Q3 Amendments for Trapeze and Mobility on Demand.** Nishith Trivedi explained they both are single amendments with a zero financial impact. Mobility on Demand will improve services and change for operating to capital and Trapeze would provide service with improved technology software. Currently, we have four different services and Trapeze would allow to consolidate. We need our approval for public review. Steven Schlossberg asked “ Why are we so under budget that we are able to do the amendments with no extra cost ‘? Nishith Trivedi explained our demand has increased as we have hired more drivers, we want to be efficient and economical in our technology uses rather than issuing multiple technologies and update to Trapeze. Nishith Trivedi said we are taking

already approved funds and using them more efficiently and economically. Nishith Trivedi additionally explained to Steven Schlossberg that the amendments were one time cost, after Steven Schlossberg suggested/asked if Orange County could find saving in other locations. Margaret Scully asked if this was replacement or expansion of vehicles? Nishith Trivedi said a little bit of both and explained that we currently have a fleet issue, and we are trying to keep services improving. Margaret Scully asked if the vehicles were being used lightly or to a great extent. Jamael Wiley answered, they have not met the useful life. The replacement portion comes from a vendor issue that destroyed two of the vehicles and is the replacement portion and the services have expanded for the additional vehicles. Jay Heikes made a comment that as a whole for Mobility on Demand it was just a funded service and could not remember why the Mobility on Demand was just funded, some think because it was a new program Jay Heikes had several questions prior to the Transit Plan Investment: 1. How many trips are the right measure 2. How many trips was provided by Mobility on Demand 3. How many vehicles and 4. With the expansion to six days, what is the demand now for vehicles, trips and how many trips per vehicle? Nishith Trivedi said if the Staff Working Group would authorize the public review, we could provide the data required. Caroline Dwyer made a motion to release Trapeze for public comment. Kelly Fomenko seconded the motion. The motion passed unanimously. Caroline Dwyer made a motion to release Mobility on Demand for public comment. Joshua Mayo seconded the motion. The motion passed unanimously.

b. **Financial Update:** Steven Schlossberg presented the Financial Report, which is part of the Annual Report. Steven Schlossberg provided details about quarter 1 report and how COVID affected the fundings and the way ahead.

5. Project Sponsors Updates:

a. **Chapel Hill FY24 Q3 Amendment.** Caroline Dwyer explained the amendments have zero financial impact. CH Transit Short Range Transit Plan Update, the impacts to COVID affected the ability to implement planned improvements. Post COVID patterns for ridership and employment challenges. Need to update the plan allows revisiting of current plan and to make changes required to support several transportation agencies. Transit Planner I- first year of funding for entry-level position to support planning, operations, and capital investment for one year to meet critical staffing requirements for long term funding sources. Bus Stop Amenities Technician hiring for bus stop amenities for a one-year position. Steven Schlossberg suggested switching the Short-Range Transit from Operating to Capital, so the funding would follow, resubmission of the projects into three separate project sheets. The motion passed unanimously. Jay Heikes made a motion to release for public comment with revisions. Christina Moon seconded the motion. The motion passed unanimously.

b. **Mebane:** Ashley Ownbey had no updates.

c. **Hillsborough:** Matt Eford said the PE agreement will be approved by North Carolina railroad and Norfolk Southern and they are still waiting on how Norfolk Southern's insistence with only reviewing 1 project at a time to see what the impact would be. Currently, we are third in line, behind Kannapolis and another town.

d. **Carrboro:** Christina Moon submitted the CE document for the South Greensboro St Sidewalk project and the flood study work for Morning Creek Greenway for Phase 1, that is almost complete. They submitted payment for their portion for the Signalized pedestrian crossings on 54.

5. Next Meeting- January 18, 2024

6. Adjournment

MINUTES
STAFF WORKING GROUP (SWG)
January 19, 2024

The Orange Staff Working Group met on January 19th, at 9:00 a.m. in the Whitted Building, as well as through the TEAMS teleconferencing platform. The following members and guests were in attendance.

1. Doug Plachcinski (Chair, Voting Member)	DCHC MPO
2. Nishith Trivedi (Vice Chair, Voting Member)	Orange County
3. Darlene Weaver	Orange County
4. Jamael Wiley	Orange County
5. Jay Heikes (Voting Member)	GoTriangle
6. Katie Urban	GoTriangle
7. Steven Schlossberg (Voting Member)	GoTriangle
8. Jennifer Hayden	GoTriangle
9. Elisabeth Raskopf	GoTriangle
10. Caroline Dwyer (Voting Member)	Town of Chapel Hill
11. Joshua Mayo (Voting Member)	Town of Chapel Hill
12. Matt Cecil (Voting Member)	Chapel Hill Transit
13. Ashley Ownbey (Voting Member)	Mebane
14. Christina Moon (Voting Member)	Carrboro
15. Cha'ssem Anderson	UNC-CH
16. Ellen Beckmann	Durham
17. Landon Coley	UNC-CH
18. Matt Cecil	UNC-CH
19. Ellen Beckmann	Durham

1. Call to Order/Roll Call:

Chair Kelly Fomenko called the meeting to order at 9:00 A.M. All in-person and virtual attendees were introduced and acknowledged.

2. Adjustments to the Agenda:

3. Public Comments: There were no public comments.

4. Administrative:

a. SWG Administration:

i. **Approval of December Minutes:** Nishith Trivedi explained that the minutes for December would be provided at the February meeting.

ii. **Review and Discuss Draft FY25 Work Program:** Darlene Weaver give brief overview of expectations for FY25 Annual Work Program and welcome feedback, suggestions, and discussion of the finance section. Darlene Weaver and Nishith Trivedi was reminded by Katie Urban to add the ICES sheets for Orange County and Chapel Hill Transit. Darlene Weaver and Nishith Trivedi were informed of the Orange

County Rural and Fix routes required adjustments. Caroline Dwyer had questions about the definitions of tax district administration, transit plan administration, are there definitions of what falls in tax district administration, Transit plan administration and what is an eligible project under those different categories? Steven Schlossberg definition/knowledge is the tax district administration is any that needed to make the plan one Financial, examples auditing, and Transit Plan administration is to actually make the transit plan work examples surveys or if staff is associated with running buses, and transit operations is anything directly impact the buses examples running a fixed route, something fair related ADA, and that is how it is allocated. Christina Moon suggested we also provide the same type of criteria for Capital Projects. Jay Heikes explained that we would have go back to 2012 plan to which laid out the criteria. Caroline Dwyer asked are there any sort of CAP on administrative expenses versus actual transit investments? Nishith Trivedi explained that is not in the FEP and the new Financial Policy and procedure document, it is not clearly defined. Nishith Trivedi stated we would work with GoTriangle and carry forward the previous narratives that were in the 2012, 2017 and 2022 plans to explain the differences between the administration, sidewalks, capital operating and update some of the narrative to clarify the new program that will carry forward. Caroline Dwyer next question the previous ILA has language splits between various service providers did any of that carry over? Is this measuring and investing the funds be collected through the tax district. Other questions 1. How was that allocated? 1. What is the basis of the allocation? 3. What is the formula of the allocation? Darlene Weaver provided a narrative summary of discussed events, by providing a little more detail in the narrative and explaining some of the definitions and providing more clarity in the project sheets narratives about the purpose of the project, what is the so what behind it, why we are doing it a what services are provided. Steven Schlossberg explained to Christina Moon that Go-Triangle reaches out to all the towns to estimate on what you are spending, and that amount will carry toward and be included. Caroline Dwyer had questions about all of Orange County projects and wanted to clarify the dollar amounts to include the ICES project sheet. Caroline Dwyer still had questions about the increased cost for fixed route and Hillsborough Circulator. Jay Heikes explained the question is approval mechanism of the body of the services. As we continue to answer the SWG questions 1. How many hours were in the plan versus how many hours are now or should be? How many hours were approved in the plan for these projects versus how many hours are in FY25? What was the cost per hour assumed in the plan and what is the cost per hour? Jay Heikes recognized that cost per hour is on the project's sheets, but wanted to know what factor led to that cost per hour increasing? We went through this last year where the cost per hour increased from 67 to 87 and then this year were going from what assumed FY25 of 89 to a current one for this year which is over 100. Nishith Trivedi agreed with about being more transparent it means if Orange County is sharing their information like the OPS and how things are calculated and determine, we would like to see GoTriangle and Chapel Hill use the same methodology. Tina and Caroline Dwyer suggested changing the name to Staff Working Group Public involvement strategy. Caroline agreed to head the SWG public involvement strategy subcommittee and Tina agreed to be a part of the process. Caroline Dwyer made a motion to Release the FY25 Annual Work Program to the public review with corrections. Jay Heikes seconded the motion. The motion passed unanimously.

iii. **Orange County and Chapel Hill FY24 Q3 Amendment:** Nishith Trivedi stated that Q3 Amendments were already released before public period, now we need to recommend that Orange County and Chapel Hill Transit Q3 Amendments be approved by Board of County Commissioners. Doug Plachcinski asked Nishith Trivedi did we receive any public comments, and Nishith Trivedi responded by saying no we didn't

receive any on our end. Caroline Dwyer made a motion to release the amendments to the governing boards for approval. Jay Heikes seconded the motion with corrections. The motion passed unanimously. Christina Moon asked Doug Plachcinski the MPO role in the approval process. Doug Plachcinski explained that for the Staff Working Group, Orange County, and then Go-Triangle are the only two that action on the work program. The MPO takes action on the vision plan and the long-Range County Vision Plan. Steven Schlossberg explained that GoTriangle has approving authority because they collect all the funding from the legislation specifically as stated in Article 43 in the registration they must approve Budget ordinance. Nishith Trivedi explained that Orange County is the approving the taxing. Jay Heikes provided further explanation that state law GoTriangle is the tax districted manager, district administrator and the manager of the state law required financial plan, through ILA, which the county and MPO are partners too after reaching agreement that Orange and Durham County would have the program added role in the work program. Doug Plachcinski explains to Carolina Dwyer that by state law, the MPO is required to approve the long-range vision plan. Steven Schlossberg explained that since GoTriangle changed the old P&L PF structure to now subcommittees and there will be a lot of new members for within the subcommittees. Steven Schlossberg suggested we find the Board of Trustees agenda and meeting times and dates on the Go-Triangle website. The committee's meetings meet on Wednesday.

iv. **Staff Working Group PIP:** Christina Moon has comments about improving the process and Caroline Dwyer agreed that this is a requirement in the bylaws and that this would be a starting point and we continue to improve the process. Nishith Trivedi explained to the SWG members everyone's representative signed CPA agreement, adding this to the agenda each month so everyone can provide details about their public engagement, so we can build and add to SWG portion. The group suggested we start a subcommittee meeting separate from the staff working to work on the PIP, with Carolina Dwyer leading. Christina Moon and Caroline Dwyer suggested changing the name to Staff Working Group Public involvement strategy. Caroline Dwyer made a motion to approve the SWG Public Involvement Strategy and information idea for the Board of County Commissioners. Jay Heikes seconded the motion with corrections. The motion passed unanimously. Christina Moon asked Darlene Weaver about updating the Orange County Transportation website. Darlene Weaver explained to Christina Moon, she was just granted access and working with communications department to have full access to update the information on the website.

b. **Financial Update:** Steven Schlossberg recommended that everyone work on reimbursements templates and the goal is to be complete by January 30, 2024. Steven Schlossberg will provide quarter 2 update by March 2024.

5. Next Project Sponsor Updates:

- a. **Chapel Hill:** Caroline Dwyer had no updates
- b. **Mebane:** Ashley Ownbey is having conversations about transit opportunities
- c. **Hillsborough:** No updates
- d. **Carrboro:** Christina Moon had no updates

6. Next Meeting: Wednesday, March 20, 2024

7. Adjournment

BYLAWS AND OPERATING PROCEDURES

ORANGE STAFF WORKING GROUP

ARTICLE I – NAME

The name of this organization shall be the Orange Staff Working Group, hereinafter referred to as the “Orange SWG.

ARTICLE II – PURPOSE

Article III of the Transit Governance Interlocal Agreement (Governance ILA) for the implementation of the Orange County Transit Multi-Year Vision Plan established the Orange SWG for the following purposes:

- To coordinate the ongoing planning and implementation aspects of the Orange County Transit Multi-Year Vision Plan as defined in the “Transit Governance Interlocal Agreement Between Research Triangle Public Transportation Authority, Durham-Chapel Hill-Carrboro Metropolitan Planning Organization, and Orange County,” hereinafter referred to as the “ILA,” fully executed by the three parties March 8, 2023.
- To serve in a structured advisory role to the Orange County Board of Commissioners, the Research Triangle Public Transportation Authority (GoTriangle) Board of Trustees, and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC-MPO) Board in their decision-making responsibilities outlined in the ILA related to the implementation and ongoing maintenance of and updates to the Orange County Transit Multi-Year Vision Plan (Multi-Year Vision Plan).
- To review the Multi-Year Vision Plan at least every four years and recommend changes to the managers and governing boards of Orange County, GoTriangle, and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO).
- To prepare and make recommendations to the Orange County Board of Commissioners and GoTriangle’s Board of Trustees for the Annual Transit Work Program.
- To prepare and communicate mid-year and annual progress reports on the implementation of the Orange County Transit Multi-Year Vision Plan.
- To evaluate whether a material change, as further defined in supporting Financial Policies & Procedures, to the Plan is necessitated, and if so, to recommend a course of action to the managers of Orange County, GoTriangle, and the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO).

ARTICLE III - RESPONSIBILITIES

As specified in the ILA, the responsibilities of the SWG shall include:

- Identification of one or more party(ies) to the ILA to serve as the lead agency(ies) for each of its responsibilities enumerated in Section 3.03 of the ILA.
- Developing or delegating to one or more agencies the development of the detailed elements of a multi-year service implementation plan, as defined in the ILA.
- Developing or delegating to one or more agencies the development of templates containing minimum standards for project status and financial reports for the Orange County Transit Major Funds.
- Receiving, reviewing, and providing feedback on Q1, Enhanced Q2 Report, Q3, and annual financial plan and project status reports relating to the Orange County Transit Work Program.
- Designating or delegating to one or more agencies the designation of agencies responsible for each respective implementation element, as defined in the ILA.
- Developing or delegating to one or more agencies the development of a strategy or incorporating or accounting for public outreach, involvement, and communication of the Orange County Transit Work Program.
- Developing or delegating to one or more agencies the development of an articulated strategy for each implementation element, as defined in the ILA, or agreement, which shall include scope, geography, purpose and goals, processes for allowing amendments, and processes for addressing Significant Concerns, as defined in the ILA.
- Develop an ongoing schedule for the completion of work products for which it is responsible for producing.

ARTICLE IV – MEMBERS

Section 1 – Number and Qualifications:

As specified in the Governance ILA on March 8, 2023, a technical committee called the Staff Working Group (SWG) is to be formed to facilitate the implementation of the Orange County Transit Multi-Year Vision Plan. It is within the authority of the SWG's initial membership to expand the committee's permanent voting and non-voting membership to include additional members deemed necessary to fully execute the responsibilities of the SWG outlined in the ILA. Expansion of permanent voting membership shall be considered an amendment subject to the provisions of Article VI of these Bylaws. Each member agency's representative(s) shall be appointed by action of the designated authority of each member. The Orange SWG shall include as voting members:

Primary ILA Signatories:

- A. Orange County (2 representatives)
- B. Durham-Chapel Hill-Carrboro MPO (2 representatives)
- C. GoTriangle (2 representatives)

Additional Parties to SWG:

- D. Town of Chapel Hill (1 representative)
- E. Chapel Hill Transit (1 representative)
- F. Town of Carrboro (1 representative)
- G. Town of Hillsborough (1 representative)
- H. City of Mebane (1 representative)

Representatives and alternates shall be designated by the chief executive officer, or her/his designee, of each member agency. Designations shall be made in writing and submitted to the staff person appointed to provide administrative support to the Orange SWG (hereinafter, “SWG Administrator”). The SWG Administrator may not be appointed to the SWG as a representative of the member agency for which they work.

In addition to voting members, the following agencies shall have one (1) non-voting representative participate in meetings:

- a. Central Pines Regional Council
- b. University of North Carolina, Chapel Hill

Non-voting members of the SWG shall be authorized to attend regular and special meetings of the SWG and may participate in discussions and deliberations on items coming before the SWG for its consideration. An expansion of non-voting membership shall be considered an amendment to these Bylaws subject to Article VI and may be executed by a simple majority vote of SWG members. The SWG Administrator shall always maintain an updated list of all designated representatives from both voting and non-voting members.

Section 2 – Terms of Representation:

There shall be no limitation on the length of time a voting member may serve on the SWG subject to the authorization to do so by the respective agency’s designated authority.

Section 3 – Alternates:

Each member agency’s designated authority may appoint an alternate to its primary representative(s) provided each alternate also meets the same qualifications of membership. The alternate member may serve as a full voting member during any meeting at which that agency’s representative (s) is/are not in attendance. Alternates must also be appointed by action of the designated authority of each member in the same manner as regular voting members. Proxy and absentee voting are not permitted. The agency responsible for administering the SWG shall always

maintain an updated list of all designated alternate representatives from both voting and non-voting members.

ARTICLE V – OFFICERS

Section 1 – Officers Defined:

The Orange SWG shall, upon the majority vote of its present and eligible voting members, appoint one voting member to act as Chair and one voting member to act as Vice-Chair. Chair and Vice Chair cannot be from the same jurisdiction for any consecutive term.

Section 2 – Elections:

The Chair and Vice Chair shall be elected annually at the last regularly scheduled meeting of the fiscal year. The newly elected Chair and Vice-Chair shall take office immediately upon being elected.

Section 3 – Terms of Office:

The term of office shall be one year. The Chair is limited to two consecutive terms. Each officer shall hold office until his/her successor has been duly elected or until his/her earlier death, resignation, disqualification, incapacity to serve, or removal from the SWG by his/her chief executive officer.

Section 4 – Duties of Officers:

The Chair shall call and preside over meetings and appoint subcommittees. ~~For meetings held jointly between the Orange and Durham Staff Working Groups, the responsibility for calling and presiding over the meetings shall alternate between the two groups each year.~~ The Chair shall coordinate with the SWG Administrator in the development of meeting logistics, meeting agendas, and summary meeting notes of the SWG’s proceedings. The SWG Administrator shall maintain a current copy of these Operating Procedures as an addendum to the Interlocal Implementation Agreement, to be distributed to the public upon request.

In the absence of the Chair, the Vice-Chair shall preside and complete all other duties of the Chair.

ARTICLE VI – MEETINGS

Section 1 – Clerk of the Committee:

The SWG Administrator shall serve as the clerk of the SWG and an impartial member of the SWG. They shall provide or otherwise delegate routine administrative services for the SWG, as needed, and will be responsible for taking summary minutes of the SWG’s proceedings and documenting all associated actions at each meeting. The SWG Administrator shall maintain a current copy of these Bylaws, to be distributed to the Orange County Board of Commissioners,

DCHC MPO Board, and the GoTriangle Board of Trustees as required by the ILA and to the public, upon request. When a vote is called by any voting member of the SWG, the SWG Administrator shall facilitate that vote as the impartial person administering the group. This allows the Chair and/or Vice Chair to cast votes in their appropriate role.

Section 2 – Regular Meetings:

~~Meetings will be held on a regular schedule approved by the Orange SWG; At the first regular meeting of each fiscal year (July 1—June 30),~~ Meetings will be held on a regular schedule approved by the Orange SWG, in addition to electing a Chair and Vice Chair, the SWG shall adopt a regular meeting schedule. ~~Meetings may be held jointly with the County Staff Working Group.~~ Meeting notices and agendas are to be distributed in sufficient ~~Durham~~ time for them to have been received by each Orange SWG member no later than ~~seven~~ ~~three~~ business days prior to the meeting. Regular meetings may be canceled by the Chair should there be insufficient business on the Orange SWG's tentative agenda. SWG meetings shall adhere to North Carolina Public Meetings Laws (as referenced in N.C.G.S. 143-318.9:18).

Section 3 – Special Meetings:

Special meetings may be called by the Chair or at the request of the majority of the eligible voting members. At least seven (7) days' notice shall be given.

Section 4 – Quorums:

A quorum shall be when 7 of 11 SWG voting members appointed by the Parties to these Bylaws are present for a SWG meeting.

Section 5 – Attendance:

Each ~~voting~~ voting member shall be expected to attend each regular meeting and each special meeting provided at least seven (7) days notice is provided. ~~Attendance for special meetings may be held virtual.~~ Voting members shall be expected to attend regular meetings, as described in Section 2 of these Bylaws, in person. Special meetings may be held conducted and attended virtually. ~~.and voting through virtual access or phone call is allowable.~~ A voting member may have an alternate to serve in her/his absence provided that: (1) the SWG Administrator is notified via email prior to the meeting who the voting member is, and (2) the alternate has been previously approved by the chief executive officer of the agency represented. This notification shall authorize the alternate to act as a present and eligible voting member in the member's absence. Meetings are open to the general public.

Section 6 – Agenda:

The agenda is a list of considerations for discussion at a meeting. Items on the agenda originate

as a carryover from previous Orange SWG meetings or are placed on the agenda prior to its distribution by any voting or non-voting member of the Orange SWG. Additional items may be placed on the regular agenda following a discussion of the last item on the regular agenda if a majority concurrence of present and eligible voting members is received. Items may be placed on the agenda by citizens with the majority concurrence of the eligible voting members.

Section 7 – Voting Procedures:

The Orange SWG will strive to reach a consensus on recommendations. However, the Chair or any member may call for a vote on any issue, provided the motion to vote is seconded and the issue is within the purposes set forth in Article II and on the agenda as outlined in Section 6 of this article. ~~During joint meetings of the Orange and Durham Staff Working Groups, votes shall be held separately by each county SWG.~~ Each voting member of the Orange SWG shall have one vote. ~~Voting members or their alternates are expected to attend in person meetings.~~ Voting members or their approved alternates shall be present, in person, at regular meetings to participate in voting procedures, including calling for a vote, seconding a vote, and voting on motions. Voting procedures may be conducted virtually for special meetings, as described in Sections 3 and 5 of these bylaws. ~~who are participating virtually or by phone are permitted to vote.~~ A majority vote of the members (or their approved alternates) present and eligible to vote shall be sufficient for approval of matters coming before the Orange SWG. The Chair is permitted to vote; however, non-voting members and unauthorized alternates are not permitted to vote. In the absence of any direction from these Operating Procedures, Robert’s Rules of Order shall govern voting procedures.

ARTICLE VI – AMENDMENTS TO OPERATING PROCEDURES

Amendments to these Operating Procedures of the Orange SWG shall require the affirmative vote of all Orange SWG’s eligible voting members, provided that written notice of the proposed amendment has been received by each member at least seven (7) days prior to the meeting at which the amendment is to be considered and provided that such amendment does not conflict with the letter or fundamental intent of the Transit Governance Interlocal Agreement governing this document. In the event of any conflict, the Transit Governance Interlocal Agreement shall carry precedence over these Operating Procedures.

Approved by the Orange Staff Working Group on _____

Approved by the Orange County Board of Commissioners on _____

Approved by the GoTriangle Board of Trustees on _____

Approved by the DCHC MPO Policy Board on _____



ADOPTED BY:
Orange County Board of County Commissioners, November 1, 2022
Durham-Chapel Hill-Carrboro MPO Board, December 14, 2022
GoTriangle Board of Trustees, January 25, 2023

Orange County Transit Plan FY25 Annual Work Program

DRAFT



SUMMARY

The Orange County FY25 Annual Work Program (AWP) balances the careful use of taxpayer dollars with planned transit investments. The FY25 continues operating improvements for Orange County transit users:

- Improvements to Orange County Fixed Routes, Demand Response and Mobility-on-Demand
- Additional service on Chapel Hill Transit routes A, CM, CW, D, F, HS, J, and NS
- Additional service on GoTriangle routes 400, 405, 800, CRX and ODX
- Expansion of GoTriangle Paratransit service

The primary capital improvement in the FY25 Work Program remains the Chapel Hill Transit North-South Bus Rapid Transit (N-S BRT) project. Funding is available in FY25 and beyond to continue the planning, design, and construction for this project. In addition to the N-S BRT, the following capital projects are funded:

- The Hillsborough Amtrak Train Station and co-located bus stop
- An annual installment for replacement bus purchases
- Vehicle acquisition and replacement

FY 2025 expenditures balance with revenues, primarily due to significant sales tax revenue growth.

RECOMMENDED CAPITAL EXPENDITURES	
Transit Infrastructure	\$665,000
Vehicle Acquisition	\$426,351
Bus Rapid Transit	\$4,000,000
TOTAL	\$5,091,351

RECOMMENDED OPERATING EXPENDITURES	
Transit Plan Administration	\$676,751
Transit Operations	\$5,626,763
Tax District Administration	\$329,284
TOTAL	\$6,632,798

ORANGE CAPITAL FUND BALANCE PROJECTED	
Fund Balance projected at end of FY 2024	~\$11,000,000
Proposed FY 25 Fund Balance Transfer	\$983,093
TOTAL	~\$11,983,093

PROJECTED REVENUE	
½ Cent Sales Tax	\$11,500,00
\$3 Registration Fee	\$363,596
\$7 Registration Fee	\$843,646
TOTAL	\$12,707,242

This proposed work plan designates funding to five (4) agencies in FY25: Orange County/OPT, Chapel Hill/CHT, Hillsborough, and GoTriangle. Programmed expenditures by agency:

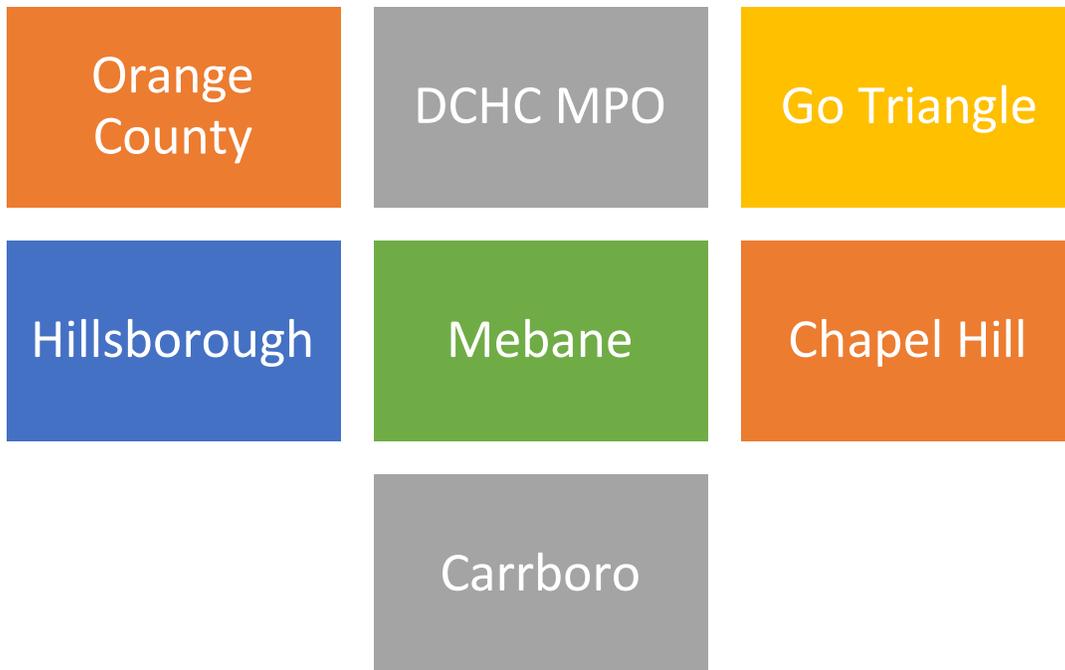
RECOMMENDED EXPENDITURES BY AGENCY	
Orange County/OPT	\$1,373,709
Chapel Hill/CHT	\$7,127,154
GoTriangle	\$3,182,484
Durham-Chapel Hill-Carrboro MPO	\$40,801
TOTAL	\$11,724,149

BACKGROUND

The governing boards of GoTriangle, DCHC MPO, and the Orange County Board of Commissioners adopted the first Bus and Rail Investment Plan in 2012, prior to the referendum on the transit sales tax. Following adoption of the transit sales tax referendum and passage of the Orange County transit sales tax referendum in 2012, an Interlocal Agreement (ILA) was adopted by the three parties in 2013. The ILA guides the overall implementation of the three transit tax revenues and the expanded transit network they are used to fund. The governing bodies of the ILA are:

- Research Triangle Regional Public Transportation Authority (Go Triangle)
- Durham-Chapel Hill-Carrboro Metropolitan (DCHC MPO)
- Orange County

In 2023, The Comprehensive Participation Agreement (CPA) was approved by all project sponsors and updated the Staff Working Group (SWG), comprised of staff from all CPA parties.



Per the ILA and CPA, the SWG is charged with producing a recommended Orange Annual Transit Work Plan (AWP) to the governing boards. The AWP is comprised of annual operating and capital budgets, including future assumptions of revenue and spending on those operating and capital projects. This Draft FY25 work program operates under the current 2022 Orange Transit Plan.

FY 2025 ORANGE TRANSIT WORK PROGRAM

FY 2025 REVENUES

A total of \$12.7 million in expected local revenues is budgeted in the FY25 Work Program from the three funding sources available to the transit tax district, as provided in NC law. The largest source of funds is the half-cent local option sales tax. Administered by GoTriangle, the local sales tax went into effect in 2013. The total amount of expected revenue in FY25 from the half-cent sales tax for Orange County is \$11.5 million. In addition to the half-cent sales tax, the FY25 Work Program has two other revenue sources. A portion of the \$7 registration fee that is apportioned to Orange County is projected to generate \$843,646 for FY25, and the \$3 county vehicle registration fee is expected to total \$363,596 in FY25.

FY 2025 EXPENDITURES

The expenditures described below are divided between operations (including administration), and capital.

- Operating
 - FY 24 Adopted: \$6,027,716
 - FY 25 Submission: \$6,632,798
- Capital
 - FY 24 Adopted: \$9,850,421
 - FY 25 Submission: \$5,091,351

The FY25 Work Program continues all service enhancements from the 2022 Orange Transit Plan that have been funded in previous work programs, with no cuts to existing operations. These operations projects include additional service (above 2013 levels) on the following Orange Public Transit, Chapel Hill Transit, and GoTriangle routes:

Orange County	
Demand Response	Orange-Chapel Hill Connector
Orange-Alamance	Hillsborough Circulator
Mobility-On-Demand	
Chapel Hill Transit	
CHT A	CHT CM
CHT CW	CHT D
CHT F	CHT HS
CHT J	CHT JS
Go Triangle	
Route 400	Route 405
Route 800	ODX
CRX	

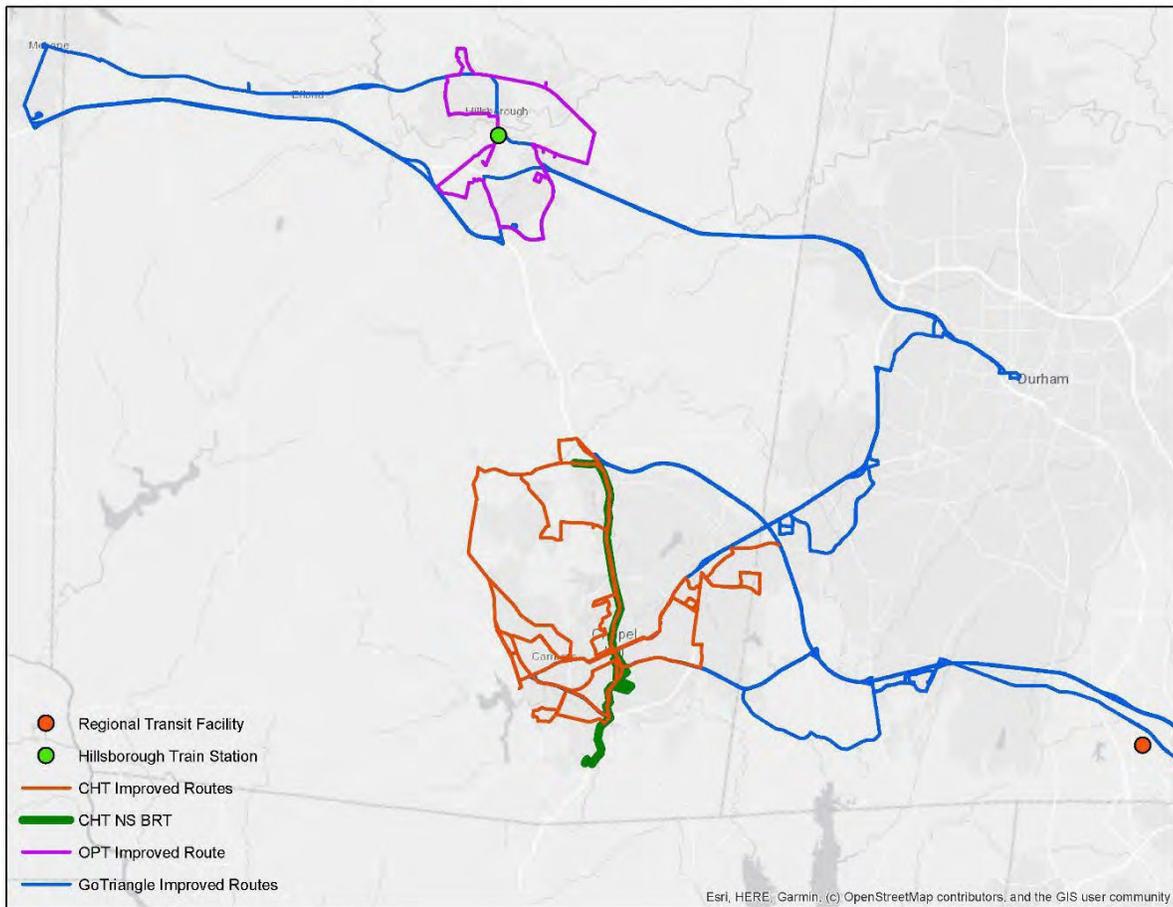


Figure 1: Transit Fixed Routes

In addition to these route-specific improvements,

- Chapel Hill Transit expanded services throughout its system on Saturdays and Sundays, including expansion of the on- demand EZ Rider service.
- Orange County Mobility-on-Demand expanded to six days a week on May 1, 2023, and updated its ADA Paratransit Plan in 2022.
- Rural transit services were improved through Orange County Demand Response in partnership with Department of Aging and Department of Social Services.

More information on each of the operations improvements is available in the project sheets later in this document.

Included as part of the operations budget, administrative services for the transit plan and the transit tax district are provided by Orange County, the MPO, and Go Triangle. The total programmed budget for administrative services in FY25 is \$1,006,036. Ongoing administrative services increased by 2.5 percent from FY24, which is the standard cost of living increase for all projects year over year. Administrative costs are broken out into three distinct functions: transit plan administration, staff working group administration, and transit tax district administration.

GoTriangle provides transit planning, public outreach, and legal and administrative support services, as well as necessary oversight and administration of GoTriangle’s capital and operating projects are handled through transit plan administration. Orange County hosts the Staff Working Group (SWG) administrator, who is responsible for coordination of the SWG, which

includes staff representatives from each of the parties to the ILA as well as staff representatives from each municipality in Orange County. The Staff Working Group makes recommendations on budget issues, oversees implementation of the transit plan and annual work program, and prepares the draft annual work program for adoption. The SWG administrator also drafts the work program and other supporting documents for the SWG. The proposed budget includes \$573,323 to Go Triangle, \$40,801 to the MPO, and \$62,628 to Orange County respectively for Transit plan administration.

GoTriangle staff manage the financial aspects of the Orange Transit Tax District. In addition to managing the budgets and reimbursements as called for in the annual work programs, Orange Transit Tax District staff handle all fiduciary responsibilities for the Orange Transit Plan as a whole, including financial modelling for the development of the new Orange Transit Plan. The total budgeted for transit tax district administration is \$329,284.

The capital projects budgeted in FY25 are in three categories: bus rapid transit (BRT), transit infrastructure, and vehicle acquisition. More detail on each project can be found in the project sheets at the end of this document.

Funding continues for development of Chapel Hill Transit's North-South Bus Rapid Transit (N-S BRT) project, which will provide service from the Eubanks park-and-ride lot to Southern Village, also serving downtown Chapel Hill and the UNC campus and hospital. In FY25, \$4,000,000 is designated for N-S BRT. A total of \$4,000,000 million is budgeted for the N-S BRT project over the course of the next 2 years.

The remaining capital funds for FY25, \$4,000,000, is an annual contribution to future purchases of replacement vehicles for service supported by the transit tax. The useful life of a bus ranges from 10-15 years, and bus purchases for operations that are funded by the Orange Transit Tax are an eligible expense. GoTriangle is introducing a new methodology for vehicle acquisition planning in FY25. Rather than setting aside a large amount of funds in the year in which the vehicles are to be ordered, making it difficult to make any other capital improvements in that year, GoTriangle is instead beginning a "level buying" program, in which a set amount of money is set aside each year and allowed to accumulate future purchases.

FY25 Triangle Transit Tax District: Orange County

<i>Recommended Projects</i>	FY25 Triangle Tax District:
Revenues	
Tax District Revenues	
Article 43 Half-Cent Sales and Use Tax	\$ 11,500,000
Article 51 Three-Dollar Increase to Regional Vehicle Registration Fee	\$ 363,596
Article 52 Seven-Dollar County Vehicle Registration Fee	\$ 843,646
Total Revenues	\$ 12,707,242
Expenditures	
Tax District Administration	
Staff Costs	\$ 196,800
Support Services	\$ 132,484
Transit Plan Administration	
DCHC MPO	\$ 40,801
GoTriangle	\$ 573,323
Orange County / OPT	\$ 62,628
Transit Operations	
Chapel Hill / CHT	\$ 2,917,470
GoTriangle	\$ 1,398,211
Orange County / OPT	\$ 1,311,082
Total FY25 Operating Allocation	\$ 6,632,798
BRT	
Chapel Hill / CHT	\$ 4,000,000
Transit Infrastructure	
GoTriangle	\$ 665,000
Vehicle Acquisition	
Chapel Hill / CHT	\$ 209,684
GoTriangle	\$ 216,667
Total FY25 Capital Allocation	\$ 5,091,351
Allocation To Fund balance	\$ 983,093
Total Programmed Expenditures*	\$ 12,707,242
Revenues over Expenditures	\$ -

* NOTE: Prior year carryover to be calculated in May 2024

FY25 Orange County Transit Plan: Operating

	Orange County Transit Tax District Operating	Chapel Hill / CHT	DCHC MPO	GoTriangle	Orange County / OPT	Total Orange County Transit Plan: Operating
Revenues						
Tax District Revenues						
Article 43 Half-Cent Sales and Use Tax	\$5,425,556					\$ 5,425,556
Article 51 Three-Dollar Increase to Regional Vehicle Registration Fee	\$ 363,596					\$ 363,596
Article 52 Seven-Dollar County Vehicle Registration Fee	\$ 843,646					\$ 843,646
Allocations from Tax District Revenues to Agencies						
Transit Plan Administration		\$ -	\$ 40,801	\$ 573,323	\$ 62,628	
Transit Operations		\$ 2,917,470	\$ -	\$ 1,398,211	\$ 1,311,082	
Total Revenues	\$ 6,632,798	\$ 2,917,470	\$ 40,801	\$ 1,683,069	\$ 1,373,709	\$ 6,632,798
Expenditures						
Tax District Administration						
Tax District Administration - Financial Oversight Staff	\$ 196,800	\$ -	\$ -	\$ -	\$ -	\$ 196,800
Tax District Administration - Financial Oversight - Support Services (O)	\$ 79,322	\$ -	\$ -	\$ -	\$ -	\$ 79,322
Tax District Administration - Audit Services	\$ 8,405	\$ -	\$ -	\$ -	\$ -	\$ 8,405
Tax District Administration -Financial Services	\$ 44,757	\$ -	\$ -	\$ -	\$ -	\$ 44,757
Transit Plan Administration						
Transit Plan Administration - Program Management Staff	\$ -	\$ -	\$ -	\$ 26,266	\$ -	\$ 26,266
Transit Plan Administration - Project Implementation Staff	\$ -	\$ -	\$ -	\$ 177,871	\$ -	\$ 177,871
TPA - Transit Planning - Support Services	\$ -	\$ -	\$ -	\$ 64,975	\$ -	\$ 64,975
TPA - Legal and Real Estate - Support Staff	\$ -	\$ -	\$ -	\$ 123,714	\$ -	\$ 123,714
TPA - Marketing , Communication and PE - Support Staff	\$ -	\$ -	\$ -	\$ 54,843	\$ -	\$ 54,843
TPA - Marketing, Communication and PE - Support Services	\$ -	\$ -	\$ -	\$ 33,200	\$ -	\$ 33,200
TPA - Regional Technology and Administration - Support Staff	\$ -	\$ -	\$ -	\$ 80,268	\$ -	\$ 80,268
Customer Surveys	\$ -	\$ -	\$ -	\$ 12,187	\$ -	\$ 12,187
Orange County Staff Working Group Participation	\$ -	\$ -	\$ 40,801	\$ -	\$ -	\$ 40,801
Transit Plan Administration (SWG Administrator)	\$ -	\$ -	\$ -	\$ -	\$ 62,628	\$ 62,628
Transit Operations						
Route 800 Improvements	\$ -	\$ -	\$ -	\$ 552,997	\$ -	\$ 552,997
Route 400 Improvements	\$ -	\$ -	\$ -	\$ 439,253	\$ -	\$ 439,253
Route ODX	\$ -	\$ -	\$ -	\$ 225,795	\$ -	\$ 225,795
Route CRX Improvements	\$ -	\$ -	\$ -	\$ 77,732	\$ -	\$ 77,732
Paratransit expansion	\$ -	\$ -	\$ -	\$ 24,528	\$ -	\$ 24,528
Youth Gopass	\$ -	\$ -	\$ -	\$ 18,596	\$ -	\$ 18,596
Fare Collection Improvements (O)	\$ -	\$ -	\$ -	\$ 19,962	\$ -	\$ 19,962
Low Income Fare Pass	\$ -	\$ -	\$ -	\$ 39,348	\$ -	\$ 39,348
Service Expansion	\$ -	\$ 1,784,916	\$ -	\$ -	\$ -	\$ 1,784,916
Increased Cost of Existing Services	\$ -	\$ 764,154	\$ -	\$ -	\$ -	\$ 764,154
CW Route - Improve mid-day service	\$ -	\$ 200,300	\$ -	\$ -	\$ -	\$ 200,300
HS Route - Weekend service	\$ -	\$ 168,100	\$ -	\$ -	\$ -	\$ 168,100
Continuation of Transit Services Fixed Route	\$ -	\$ -	\$ -	\$ -	\$ 155,981	\$ 155,981
Continuation of Transit Services Rural Route	\$ -	\$ -	\$ -	\$ -	\$ 364,672	\$ 364,672
Increase Cost of Existing Services (ICES)	\$ -	\$ -	\$ -	\$ -	\$ 67,492	\$ 67,492
Hillsborough Circulator Expansion	\$ -	\$ -	\$ -	\$ -	\$ 370,240	\$ 370,240
OPT Mobility on Demand	\$ -	\$ -	\$ -	\$ -	\$ 352,696	\$ 352,696
Allocations from Tax District Revenues to Agencies						
Transit Plan Administration	\$ 676,751					
Transit Operations	\$5,626,763					
Total Expenditures	\$ 6,632,798	\$ 2,917,470	\$ 40,801	\$ 1,683,069	\$ 1,373,709	\$ 6,632,798
Revenues over Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

FY25 Orange County Transit Plan: Capital

	Orange County Transit Tax District Capital	Chapel Hill / CHT	GoTriangle	Town of Hillsborough	Total Orange County Transit Plan: Capital
Revenues					
Tax District Revenues					
Article 43 1/2 Cent Local Option Sales Tax	\$ 6,074,444				\$ 6,074,444
Allocations from Tax District Revenues to Agencies					
Bus Rapid Transit (BRT)		\$ 4,000,000	\$ -	\$ -	
Transit Infrastructure		\$ -	\$ 665,000	\$ -	
Vehicle Acquisitions		\$ 209,684	\$ 216,667	\$ -	
Total Revenues	\$ 6,074,444	\$ 4,209,684	\$ 881,667	\$ -	\$ 6,074,444
Expenditures					
Bus Rapid Transit (BRT)					
North South BRT Supplemental	\$ -	\$ 4,000,000	\$ -	\$ -	\$ 4,000,000
Transit Infrastructure					
New Regional Transit Facility (Orange County share)	\$ -	\$ -	\$ 140,000	\$ -	\$ 140,000
Regional Fleet and Facilities Study Implementation - Nelson Road	\$ -	\$ -	\$ 525,000	\$ -	\$ 525,000
Vehicle Acquisitions					
Vehicle acquisition and replacement	\$ -	\$ -	\$ 216,667	\$ -	\$ 216,667
Midlife Repower for FY18 and FY20 Vehicle Purchases	\$ -	\$ 209,684	\$ -	\$ -	\$ 209,684
Allocations from Tax District Revenues to Agencies					
Bus Rapid Transit (BRT)	\$ 4,000,000				
Transit Infrastructure	\$ 665,000				
Vehicle Acquisitions	\$ 426,351				
Allocation To Fund balance	\$ 983,093				\$ 983,093
Total Expenditures	\$ 6,074,444	\$ 4,209,684	\$ 881,667	\$ -	\$ 6,074,444
Revenues over Expenditures	\$ -	\$ -	\$ -	\$ -	\$ -

Orange Workplan - Operating

<u>Agency</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
Chapel Hill / CHT	\$2,797,385	\$2,917,470
DCHC MPO	\$39,806	\$40,801
GoTriangle	\$1,978,322	\$2,300,818
Orange County / OPT	\$1,212,203	\$1,373,709
Total Operating (Agency)	\$6,027,716	\$6,632,798
<u>Agency</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
Tax District Administration	\$321,253	\$329,284
Transit Plan Administration	\$629,245	\$676,751
Transit Operations	\$5,077,218	\$5,626,751
Total Operating (Appropriation Category)	\$6,027,716	\$6,632,798
Total Operating	\$6,027,716	\$6,632,798
Total Capital	\$9,850,421	\$5,091,351
TOTAL Orange Workplan	\$15,878,137	\$11,724,149

<u>Agency</u>	<u>Workplan Project ID</u>	<u>Project Description</u>	<u>Category</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
Chapel Hill / CHT	24CHTTS1	HS Route - Weekend service	Transit Operations	114,039	168,100
Chapel Hill / CHT	19CHTTS2	Increased Cost of Existing Services (ICES)	Transit Operations	745,553	764,154
Chapel Hill / CHT	22CHTTS1	Chapel Hill Transit Service Expansion FY13-21	Transit Operations	1,742,418	1,784,916
Chapel Hill / CHT	23CHTTS1	CW Route - Improve mid-day service	Transit Operations	195,375	200,300
DCHC MPO	24MPOAD1	Orange County Staff Working Group Participation	Transit Plan Administration	39,806	40,801
GoTriangle	21GOTAD1	Tax District Administration - Financial Oversight Staff	Tax District Administration	192,000	196,800
GoTriangle	21GOTAD11	Tax District Administration - Financial Oversight - Support Services (O)	Tax District Administration	77,388	79,322
GoTriangle	21GOTAD22	Tax District Administration - Audit Services	Tax District Administration	8,200	8,405
GoTriangle	21GOTAD21	Tax District Administration - Financial Services	Tax District Administration	43,665	44,757
GoTriangle	20GOTAD2	Transit Plan Administration - Program Management Staff	Transit Plan Administration	25,625	26,266
GoTriangle	21GOTAD3	Transit Plan Administration - Project Implementation Staff	Transit Plan Administration	173,533	177,871
GoTriangle	20GOTAD13	TPA - Transit Planning - Support Services	Transit Plan Administration	32,390	64,975
GoTriangle	21GOTAD4	TPA - Legal and Real Estate - Support Staff	Transit Plan Administration	120,697	123,714
GoTriangle	21GOTAD5	TPA - Marketing , Communication and PE - Support Staff	Transit Plan Administration	53,505	54,843
GoTriangle	21GOTAD12	TPA - Marketing, Communication and PE - Support Services	Transit Plan Administration	32,390	33,200
GoTriangle	21GOTAD6	TPA - Regional Technology and Administration - Support Staff	Transit Plan Administration	78,310	80,268
GoTriangle	19GOTOO2	Customer Surveys	Transit Plan Administration	11,890	12,187
GoTriangle	20GOT_TS2	Route 800 Improvements	Transit Operations	430,262	552,997
GoTriangle	20GOT_TS3	Route 400 Improvements	Transit Operations	368,812	439,253
GoTriangle	20GOT_TS5	Route ODX	Transit Operations	201,530	225,795
GoTriangle	20GOT_TS6	Route CRX Improvements	Transit Operations	69,379	77,732
GoTriangle	20GOT_TS9	Route 405 Improvements	Transit Operations	23,237	-
GoTriangle	19GOT_TS8	Paratransit expansion	Transit Operations	23,893	24,528
GoTriangle	21GOT_OO1	Youth Gopass	Transit Operations	6,143	18,596
GoTriangle	21GOT_OO2	Fare Collection Improvements (O)	Transit Operations	5,475	19,962
GoTriangle	25GOT_TS21	Low Income Fare Pass	Transit Operations	-	39,348
Orange County / OPT	24OPTTS1	Transit Plan Administration (SWG Administrator)	Transit Plan Administration	61,100	62,628
Orange County / OPT	19OPTTS1	Continuation of Transit Services Fixed Route	Transit Operations	365,686	155,981
Orange County / OPT	19OPTTS12	Continuation of Transit Services Rural Route	Transit Operations	-	364,672
Orange County / OPT	19OPTTS2	Increase Cost of Existing Services (ICES)	Transit Operations	40,697	67,492
Orange County / OPT	20OPTTS4	Hillsborough Circulator 2.0 (Combined)	Transit Operations	361,920	370,240
Orange County / OPT	20OPTTS6	OPT Mobility on Demand	Transit Operations	382,800	352,696
Total Operating By Project				6,027,716	6,632,798

* FY24 Adopted Amount includes YTD Amendments

Orange Workplan - Capital

<u>Agency</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
Chapel Hill / CHT	\$4,586,704	\$4,209,684
GoTriangle	\$2,430,373	\$881,667
Orange County / OPT	\$1,103,870	\$0
Town of Carrboro	\$1,247,805	\$0
Town of Hillsborough	\$481,668	\$0
Total Capital (Agency)	\$9,850,421	\$5,091,351
<u>Agency</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
BRT	\$4,000,000	\$4,000,000
Capital Planning	\$611,725	\$0
LRT	\$141,777	\$0
Transit Infrastructure	\$4,330,753	\$665,000
Vehicle Acquisition	\$766,166	\$426,351
Total Capital (Appropriation Category)	\$9,850,421	\$5,091,351
Total Operating	\$6,027,716	\$7,381,851
Total Capital	\$9,850,421	\$5,091,351
TOTAL Orange Workplan	\$15,878,137	\$12,473,202

<u>Agency</u>	<u>Workplan Project ID</u>	<u>Project Description</u>	<u>Category</u>	<u>FY 2024 Adopted*</u>	<u>FY 2025 Submission</u>
Chapel Hill / CHT	20 CHTCD1	North South BRT Supplemental	BRT	4,000,000	4,000,000
Chapel Hill / CHT	19CHTCD2	CHT ADA Bus Stop Upgrades	Transit Infrastructure	448,815	-
Chapel Hill / CHT	20CHTCD1	Lighting in Bus Shelters	Transit Infrastructure	53,148	-
Chapel Hill / CHT	20CHTCD2	Bus Stop Sign and Design Replacement	Transit Infrastructure	84,741	-
Chapel Hill / CHT	25CHTCD15	Midlife Repower for FY18 and FY20 Vehicle Purchases	Vehicle Acquisition	-	209,684
GoTriangle	19GOTCO1	ERP System - Transit Plan	Capital Planning	69,971	-
GoTriangle	21GOT_CO1	Origin Destination Survey	Capital Planning	245,000	-
GoTriangle	21GOT_CO2	GoTriangle Short Range Transit Plan	Capital Planning	4,802	-
GoTriangle	21GOT_CO3	Transit Facilities Study	Capital Planning	21,434	-
GoTriangle	20GOTCD2	Light Rail Transit	LRT	141,777	-
GoTriangle	18GOTCD8	Hillsborough Park and Ride	Transit Infrastructure	50,394	-
GoTriangle	18GOTCD11	Mebane Bus Stop Improvement	Transit Infrastructure	233	-
GoTriangle	18GOTCD12	Bus Stop Improvements (Orange County)	Transit Infrastructure	247,222	-
GoTriangle	20GOTCD3	Mobile Ticket Validators - Orange share (includes Route 420)	Transit Infrastructure	43,372	-
GoTriangle	22GOTCD2	Priority Transit Access Improvements	Transit Infrastructure	100,000	-
GoTriangle	23GOTCD4	New Regional Transit Facility (Orange County share)	Transit Infrastructure	240,000	140,000
GoTriangle	23GOTCD2	Regional Fleet and Facilities Study Implementation - Nelson Road	Transit Infrastructure	500,000	525,000
GoTriangle	21GOT_VP1	Vehicle acquisition and replacement	Vehicle Acquisition	766,166	216,667
Orange County / OPT	20OPT_AD2	Planning for new Transit Plan	Capital Planning	122,444	-
Orange County / OPT	19OPTAD1	OPT AVL	Capital Planning	43,073	-
Orange County / OPT	24OPTAD06	FAST 2 Study	Capital Planning	105,000	-
Orange County / OPT	20OPTCD1	OPT Bus Stop Signs	Transit Infrastructure	1,594	-
Orange County / OPT	20OPTCD2	Hillsborough Park and Ride	Transit Infrastructure	800,000	-
Orange County / OPT	19OPTCD1	OPT Bus Stop Improvements (five stops)	Transit Infrastructure	31,759	-
Town of Carrboro	18TOCCD1	Estes Drive Bike-Ped Improvements	Transit Infrastructure	252,373	-
Town of Carrboro	18TOCCD2	Estes Drive Transit Access Corridor Study	Transit Infrastructure	106,296	-
Town of Carrboro	18TOCCD4	Morgan Creek Greenway	Transit Infrastructure	260,216	-
Town of Carrboro	18TOCCD5	South Greensboro Street Sidewalk	Transit Infrastructure	478,921	-
Town of Carrboro	20TOCCD01	Carrboro HAWK Signal	Transit Infrastructure	150,000	-
Town of Hillsborough	18TOHCD1	Hillsborough Train Station	Transit Infrastructure	481,668	-
Total Capital By Project				9,850,421	5,091,351

* FY24 Adopted Amount includes FY23 Actual Carryover & YTD Amendments

FY25 WORK PLAN SUMMARY

Operating Cost Requests

Summary of Project Requests (Operating)		FY25	FY26
21GOTAD1	Tax District Administration - Financial Oversight Staff	\$ 196,800	\$ 201,720
21GOTAD11	Tax District Administration - Financial Oversight - Support Services (O)	\$ 79,322	\$ 81,305
21GOTAD22	Tax District Administration - Audit Services	\$ 8,405	\$ 8,615
21GOTAD21	Tax District Administration - Financial Services	\$ 44,757	\$ 45,876
20GOTAD2	Transit Plan Administration - Program Management Staff	\$ 26,266	\$ 26,922
21GOTAD3	Transit Plan Administration - Project Implementation Staff	\$ 177,871	\$ 182,318
20GOTAD13	TPA - Transit Planning - Support Services	\$ 64,975	\$ 47,057
21GOTAD4	TPA - Legal and Real Estate - Support Staff	\$ 123,714	\$ 126,807
21GOTAD5	TPA - Marketing , Communication and PE - Support Staff	\$ 54,843	\$ 56,214
21GOTAD12	TPA - Marketing, Communication and PE - Support Services	\$ 33,200	\$ 34,030
21GOTAD6	TPA - Regional Technology and Administration - Support Staff	\$ 80,268	\$ 82,274
19GOTOO2	Customer Surveys	\$ 12,187	\$ 12,492
20GOTTS2	Route 800 Improvements	\$ 552,997	\$ 641,648
20GOTTS3	Route 400 Improvements	\$ 439,253	\$ 1,560,541
20GOTTS5	Route ODX	\$ 225,795	\$ 231,439
20GOTTS6	Route CRX Improvements	\$ 77,732	\$ 79,676
19GOTTS8	Paratransit expansion	\$ 24,528	\$ 25,178
21GOTOO1	Youth Gopass	\$ 18,596	\$ 19,061
21GOTOO2	Fare Collection Improvements (O)	\$ 19,962	\$ 20,461
25GOTTS21	Low Income Fare Pass	\$ 39,348	\$ 40,332
24MPOAD1	Orange County Staff Working Group Participation	\$ 40,801	\$ 41,821
22CHTTS1	Service Expansion	\$ 1,784,916	\$ 1,827,414
19CHTTS2	Increased Cost of Existing Services	\$ 764,154	\$ 783,258
23CHTTS1	CW Route - Improve mid-day service	\$ 200,300	\$ 205,300
24CHTTS1	HS Route - Weekend service	\$ 168,100	\$ 172,300
19OPTTS1	Continuation of Transit Services Fixed Route	\$ 155,981	\$ 159,881
25OPTTS12	Continuation of Transit Services Rural Route	\$ 364,672	\$ 373,789
19OPTTS2	Increase Cost of Existing Services (ICES)	\$ 67,492	\$ 69,179
20OPTTS4	Hillsborough Circulator 2.0	\$ 370,240	\$ 379,496
20OPTTS6	OPT Mobility on Demand	\$ 352,696	\$ 361,514
24OPTTS1	Transit Plan Administration (SWG Administrator)	\$ 62,628	\$ 64,193
Total Operating Requests		\$ 6,632,798	\$ 7,962,110

Capital Cost Requests

Summary of Project Requests (Capital)		FY25	FY26
22GOTVP1	Vehicle acquisition and replacement	\$ 216,667	\$ 225,333
23GOTCD4	New Regional Transit Facility (Orange County share)	\$ 140,000	\$ 140,000
23GOTCD2	Regional Fleet and Facilities Study Implementation - Nelson Road	\$ 525,000	\$ 750,000
20 CHTCD1	North South BRT Supplemental	\$ 4,000,000	\$ -
25CHTCD15	Midlife Repower for FY18 and FY20 Vehicle Purchases	\$ 209,684	\$ -
Total Capital Requests		\$ 5,091,351	\$ 1,115,333

■ Revised Request
 ■ New Request

FY25 PROJECT SHEETS

ADMINISTRATION

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD1	Tax District Administration Finance Team		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 196,800
		FY 2026 (Subsequent)	\$ 201,720
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The project request is a continuation of on-going operating and consolidation of 19GOT_AD1 and 20GOT_AD1 submissions approved in previous work plans with a revised project name of Tax District Administration Finance Team. Financial oversight staff to the Orange Transit Plan for a total of 1.0 FTE. In FY25 the roles will continue improve financial policies, provide financial analysis for the new Transit plan development including the commuter rail project, and process quarterly reimbursements and reporting. The 1.0 FTEs will also be responsible for producing annual operating and capital budgets and ordinances (and amendments thereto), updating the Orange Transit financial plan/model, annual financial reports, coordinating integration of proposed plans into the budget, monitoring spending to ensure the Orange Transit budget stays balanced. The team will also navigate and lead the process of debt issuance, transit fund revenue investing and the yearend financial audit for the Orange Transit Plan.</p>			

Project Goal

Position filled 100%

Project Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD11	Tax District Administration - Financial Staff - Support		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 79,322
		FY 2026 (Subsequent)	\$ 81,305
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request splits 21GOT_AD11 into more specific detail. This project incorporates the equivalent of 0.6FTE's from the finance and administration support staff functions. These functions include transit plan accounting, audit/ACFR process and supervision, fund investments, revenue and recollection, project sponsor payments and receivables and other additional miscellaneous financial support services to the Orange Transit Plan.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name	Requesting Agency
21GOTAD12	Tax District Administration - Audit Services	GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
July 1, 2018	Ongoing	FY2025 (Current) \$ 8,405
		FY 2026 (Subsequent) \$ 8,615
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
NOTE: The project request splits 21GOT_AD11 into more specific detail. This project incorporates the funds allocated for the Orange County Transit Plan audit fees.		

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD21	Tax District Administration - Financial Services		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 44,757
		FY 2026 (Subsequent)	\$ 45,876
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
NOTE: The project request splits 21GOT_AD11 into more specific detail. This project incorporates the funds allocated for financial consulting and bank service charges.			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
20GOTAD2	Transit Plan Administration - Program Management Staff		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 26,266
		FY 2026 (Subsequent)	\$ 26,922
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically, consolidation Program Management functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan.</p> <p>GoTriangle will continue to allocate 0.1 FTE of GoTriangle program management staff to the Orange Transit Plan. In FY25, this staffing will provide oversight and program management support for GoTriangle's bus facilities and bus stop amenities planning and development programs and oversight and program management support for GoTriangle's efforts in support of the Orange Transit Plan update. Specific tasks includes oversight of project planning; oversight of project scope, schedule, and budget development and monitoring; oversight of quarterly reporting; and supervision of GoTriangle's planning and project delivery teams.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD3	Transit Plan Administration - Project Implementation Staff		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 177,871
		FY 2026 (Subsequent)	\$ 182,318
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically, consolidation Project Implementation functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan. GoTriangle will continue to allocate 0.8 FTE for project implementation activities for the Orange Transit Plan. In FY25, this team will manage and execute planning, design, and construction management activities for GoTriangle's bus facilities and bus stop amenities programs and participate in capital planning, coordination, and support activities for the Orange Transit Plan update. Specific tasks include but are not limited to project scope, schedule, and budget development and monitoring; quarterly reporting; and management of consultants and contractors. Planning tasks: planning/prioritization for bus stop and park-and-ride improvements; management and technical consultant oversight; environmental planning and coordination with regulatory agencies for federally funded projects; and coordination to support CHT's N-S BRT project. Design/Engineering/Architecture tasks: field investigations, feasibility analysis, consultant oversight, and technical support for bus stop and park-and-ride improvements; design management, project coordination, and technical support for major facilities projects; and feasibility analysis and implementation oversight for BOSS. Construction Management tasks: project management, contractor oversight, and construction inspection. Project Coordination tasks: managing coordination with GoTriangle's partners; facilitating productive partnering; promoting schedule and budget adherence and fostering timely conflict resolution. Project Controls Support tasks: eBuilder administration; document management; contract administration; project controls support including budget and schedule monitoring, risk management support, and reporting.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD4	TPA - Legal and Real Estate - Support Staff		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 123,714
		FY 2026 (Subsequent)	\$ 126,807
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The project request is a continuation of on-going operating: Specifically, consolidation legal and real estate functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan Funds will be allocated for GoTriangle to continue to allocate 0.5 FTE of Legal and Real Estate - support staff and miscellaneous administrative and related expense to the Orange Transit Plan.</p> <ul style="list-style-type: none"> • Legal and Real Estate services related to Hillsborough Park-and-Ride • Interlocal Agreements related to Transit Plan administration • General counsel needs related to Public Records, Open Meetings, Ethics, Contracts and Procurement • Other property issues requiring real estate acquisition and management • Property appraisals, Property Maintenance, Repairs, Paratransit lease • Legal Consulting expenses to include but not limited to debt issuance, capital, and operating project support 			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD5	TPA - Marketing , Communication and PE - Support Staff		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 54,843
		FY 2026 (Subsequent)	\$ 56,214
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically, consolidation Marketing, Communication and Public Engagement functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan GoTriangle is requesting funding for .5 FTEs that will be dedicated to public engagement. The Public Engagement Specialist will work under the Community Engagement Manager, in the Communications & Public Affairs department at GoTriangle, directly collaborating with project teams to plan and execute public involvement activities related to the development and implementation of the Orange County Transit Plan. They will support the establishment and maintenance of relationships with community stakeholders that include public officials, strategic partners, community groups, property owners and businesses.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD12	TPA - Marketing , Communication and PE - Support		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 33,200
		FY 2026 (Subsequent)	\$ 34,030
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically, consolidation Marketing, Communication and Public Engagement functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan GoTriangle is requesting funding for support services that will be dedicated to engaging equitably with the community. This project will support ongoing community engagement efforts, marketing and communications activities related to the Orange Transit Plan. Funding will also support our capacity to utilize creative consultant services, or expand the scope of service through current consultants, to support materials for community outreach, public meetings, marketing campaigns, information kits, web elements, translation, and interpretation, etc.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTAD6	TPA - Regional Technology and Administration - Support		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 80,268
		FY 2026 (Subsequent)	\$ 82,274
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Specifically, consolidation technology and contract administration functions from 20GOT_AD2 support services submissions approved in the FY20 Workplan GoTriangle will continue to allocate 0.2 FTE of Regional Technology and Administration - support staff to the Orange Transit Plan. Staffing includes budgeted time for the Regional Technology Manager, Contract and Grants Coordinator and Contract Administrator. In FY25 the Technology and Administration functions will continue :</p> <ul style="list-style-type: none"> • Proposed continuation of the outcomes of the Regional Technology study that assess existing technology within all participating transit agencies, in order to design a coordinated technology integration plan. One such outcome is the mobile-ticketing transition that will be in the process of implementation. • Assist with the strategic capital improvement of regional park and ride program, proposed RTC relocation, and other infrastructure projects 			

Project Goal

Position filled 100%

Implementation Metrics

Position status

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
19GOTO02	Customer Surveys		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 12,187
		FY 2026 (Subsequent)	\$ 12,492
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>GoTriangle will use these funds to continue the development and implementation of annual transit customer surveys that help to continually evaluate user experiences as additional services are implemented. Routes surveyed include the 400, 405, 800, 805, CRX, and the ODX, all of which provide service to Orange County.</p>			

Project Goal

Survey all customers on designated fixed routes

Implementation Matrics

Receive 100% survey completion

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTO01	Youth GoPass		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 18,596
		FY 2026 (Subsequent)	\$ 19,061
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>For youth ages 13-18, transit agencies across Orange, Wake and Durham County will continue to offer a 'Youth GoPass' program. These fare passes are issued by GoTriangle, GoDurham, GoRaleigh, or GoCary with valid K-12 School ID Cards, or with transit agency issued identification cards. GoTriangle, GoDurham GoRaleigh, GoCary, and , in partnership with the respective County's, will continue to work with schools along triangle County's bus network to issue the passes. Passes will also continue to be available to those with a valid ID at GoDurham Station, GoRaleigh Station, the Town of Cary Finance Department, the GoTriangle Regional Transportation Center, public libraries, and regional centers. This project covers the cost of offsetting fares that would have been collected by GoTriangle in the county share of routes, in addition to purchasing the supplies needed for this program. The estimated cost is allocation of GoTriangle- Orange share of Youth GoPass boardings in Orange County.</p>			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
21GOTO02	Fare Collection Improvements		GoTriangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 19,962
		FY 2026 (Subsequent)	\$ 20,461
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>This project will cover the annual costs associated with updated mobile ticketing technology for GoTriangle buses. Share of cost based on FY19 boardings reported in Orange County.</p> <p>This project request also allocates a portion of hold harmless against any reduction of fare revenue as a result of implementing this uniform fare strategy. The regional fare-working groups priorities include (1) Improving Pass Distribution and Sales; (2) Balance Revenue and Ridership Goals; (3) Improve the Passenger Experience; (4) Improve Regional Coordination; (5) Make Transit an Affordable Option; and (6) Explore New Fare Technologies. These earmarked funds will be estimated and will be dependent on the final methodology developed by a Fare Working Group.</p>			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
24OPTTS1	Orange County Staff Working Group Participation		DCHC MPO
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 40,801
		FY 2026 (Subsequent)	\$ 41,821
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The Staff Working Group Participation request provides resources for MPO participation on the body, including meeting preparation, attendance, and follow-up. MPO staff will also complete necessary research, support, and reporting for full engagement with SWG activities.</p>			

Project Goal

MPO Staff participation in SWG

Implementation Metrics

100% Participation Rate

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
24MPOAD1	Orange County Staff Working Group Administration		Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 62,628
		FY 2026 (Subsequent)	\$ 64,193
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The Staff Working Group Administration supports the Staff Working Group comprised of Orange County, GoTriangle, Local Parties, and the DCHCMPO. Meeting duties include preparation, coordination, and record keeping. Additional duties include completing mutually agreed upon Staff Working Group requests like website maintenance and information archives.</p>			

Project Goal

Orange County Staff participation in SWG

Implementation Metrics

100% Participation Rate

Orange County FY25 Annual Work Program
Administration

REQUEST #	Project Name		Requesting Agency
20GOTAD13	TPA - Transit Planning - Support Services		Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
July 1, 2018	Ongoing	FY2025 (Current)	\$ 64,975
		FY 2026 (Subsequent)	\$ 66,599
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>NOTE: The project request is a continuation of on-going operating: Consolidation regional transit planning functions from 20GOT_AD3 (support consultants) submissions approved in FY20 Workplan. GoTriangle is requesting reimbursement for on-going support costs (including indirect costs) that benefit the Orange County Tax District. The Support Consultant costs are split 50% Durham and 50% Orange which include regional contracts. FY25 Update: GoTriangle is requesting reimbursement for on-going support costs (including indirect costs) that benefit the Wake County Tax District. This includes the Orange County share of the \$31,775 (base year of FY25) of the Triangle Regional Model Service Bureau contract. The revised split for this contract is split as follows: 70-20-10 Wake - Durham - Orange. This split reflects the ratio of population and employment that benefits from this support service among the counties.</p>			

Project Goal

Position filled 100%

Implementation Metrics

Position status

FY25 PROJECT SHEETS

OPERATING

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
22CHTTS1	Service Expansion	Chapel Hill Transit
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 1,784,916
		FY 2026 (Subsequent) \$ 1,827,414

Project Description/Scope Enter below a summary of the project that may later be used as the project

This project culminates service improvements to Chapel Hill Transit operations using Orange Transit Tax funds from its inception in 2013. These funds provide additional hours of operation at times that were most demanded by the public: evenings and weekends. This project funds evening and weekend service on the following routes: A, CM, CW, D, F, HS, J, and NS. This project allowed Chapel Hill Transit to operate Sunday service for the first time. In addition, this project funds expansion of the on-demand EZ Rider service.

a) Target Start Date				
b) Assets Used (Vehicles, etc.)		Vehicles		
c) Geographic Termini		Chapel Hill Transit Service Area		
d) Major Destinations Served		Towns of Chapel Hill and Carrboro; UNC campus and hospital		
e) Annualized Revenue Hours		14,166		
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
24CHTTS1	HS Route - Weekend Service	Chapel Hill Transit
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Aug-23	N/A	FY2025 (Current) \$ 168,190
		FY 2026 (Subsequent) \$ 172,360
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
<p>Improvements to the HS route add weekend transit services and provides connections to higher-density neighborhoods and multifamily housing. The HS route covers a large area of Chapel Hill, and this project improves transit access to key destinations along Martin Luther King Jr. Boulevard. The service improvement benefits lower-income communities and fulfills a stated public need for weekend service in transit reliant neighborhoods.</p>		

a) Target Start Date				
b) Assets Used (Vehicles, etc.)	None			
c) Geographic Termini	Morris Grove Elementary School; Smith Level Road			
d) Major Destinations Served	Morris Grove Elementary School; Rogers Road neighborhood, Homestead Road; Chapel Hill High; MLK, Jr. corridor; Franklin Street/downtown Chapel; Hill; UNC campus and hospitals; Smith Level Road			
e) Annualized Revenue Hours	1,390			
f) Span of Service	Weekday	Saturday	Sunday	
		8 AM - 6:30 PM		
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak	N/A	70 minutes	N/A
	Midday	N/A	70 minutes	N/A
	PM Peak	N/A	70 minutes	N/A
	Evening	N/A	N/A	N/A

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTTS2	Route 800 Improvements	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 552,997
		FY 2026 (Subsequent) \$ 641,648

Project Description/Scope Enter below a summary of the project that may later be used as the project

UPDATE 231213: This sheet includes FY25 and future year costs for SRTP Route 800 - this project is revenue-hour neutral compared to FY21 Transit Plan work program (service reduction took effect midyear FY21 in route 800 that reduced revenue hours in FY22 work program and forward, this request is to restore the FY21 hours and support SRTP implementation.)

This project consolidates all off-peak span and frequency improvements to GoTriangle Route 800 (Chapel Hill - Southpoint - RTC) since the Tax District began providing funding for it. On Route 800:

- Weekday midday frequency was increased from 60 to 30 minutes.
- Saturday daytime frequency was increased from 60 to 30 minutes.
- Saturday evening service was extended from 7:15 PM to 11:20 PM.
- Sunday service was added from 6:45 AM to 7:20 PM. - It also includes former 19GOT_TS1 extending service to 9:20 PM (the 800 component) and 18GOT_TS4 adding additional trips (800S)

Costs are allocated 50% to Durham County and 50% to Orange.

a) Target Start Date				
b) Assets Used (Vehicles, etc.)				
c) Geographic Termini				
d) Major Destinations Served				
e) Annualized Revenue Hours				
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTTS3	Route 400 Improvements	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 413,218
		FY 2026 (Subsequent) \$ 1,560,541

Project Description/Scope Enter below a summary of the project that may later be used as the project

UPDATE 231213: This sheet includes FY26 and future year costs for Orange Transit Plan Route 400/405 improvements. This project consolidates all off-peak span and frequency improvements to GoTriangle Route 400 (Durham - Chapel Hill) since the Tax District began providing funding for it. On Route 400:

- Weekday midday frequency was increased from 60 to 30 minutes.
- Saturday daytime frequency was increased from 60 to 30 minutes.
- Saturday evening service was extended from 6:55 PM to 10:55 PM.
- Sunday service was added from 7:00 AM to 6:55 PM. It also includes former 19GOT_TS1 extending service to 8:55 PM (the 400 component).

Costs are allocated 50% to Durham County and 50% to Orange.

a) Target Start Date				
b) Assets Used (Vehicles, etc.)				
c) Geographic Termini				
d) Major Destinations Served				
e) Annualized Revenue Hours				
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTTS5	Route ODX	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 225,795
		FY 2026 (Subsequent) \$ 231,439
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
<p>UPDATE 231213: Updated to reflect future year service to transit-plan funded new Hillsborough Park and Ride lot (FY27). A new Orange-Durham Express route was implemented, linking Mebane, Efland, and Hillsborough in Orange County to the Duke & VA Medical Centers and downtown Durham during weekday peak hours. Costs are allocated 50% to Durham County and 50% to Orange.</p>		

a) Target Start Date				
b) Assets Used (Vehicles, etc.)				
c) Geographic Termini				
d) Major Destinations Served				
e) Annualized Revenue Hours				
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	<u>TIME PERIOD</u>	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20GOTTS6	Route CRX	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 77,732
		FY 2026 (Subsequent) \$ 79,676
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
Due to high demand for express service between Chapel Hill and Raleigh, additional trips were added to Route CRX (Chapel Hill - Raleigh Express). This project was originally charged 100% to Orange County, but proportionate additional investment from Wake County started in Wake's FY 2019 work plan.		

a) Target Start Date				
b) Assets Used (Vehicles, etc.)				
c) Geographic Termini				
d) Major Destinations Served				
e) Annualized Revenue Hours				
f) Span of Service		Weekday	Saturday	Sunday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
19GOTTS8	Paratransit Expansion	Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Already Implemented	N/A	FY2025 (Current) \$ 24,528
		FY 2026 (Subsequent) \$ 25,178
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
Due to span increases on Saturday, Sundays, and holidays for Routes 400, 700, and 800, there are additional ADA paratransit costs incurred. These costs are split 64% to Durham County and 36% to Orange County.		

a) Target Start Date	Already implemented w/exception of Sunday span increase from 7-9pm and new			
b) Assets Used (Vehicles, etc.)	Vehicles			
c) Geographic Termini	3/4 mile of Routes 400, 700, 800			
d) Major Destinations Served	Durham and Orange Counties			
e) Annualized Revenue Hours	N/A			
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	N/A	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	N/A	N/A	60 Minutes
	Midday	N/A	N/A	60 Minutes
	PM Peak	N/A	N/A	60 Minutes
	Evening	N/A	60 Minutes	60 Minutes

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
23CHTTS1	CW Route - Improve Mid-Day Service	Chapel Hill Transit
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Aug-24	N/A	FY2025 (Current) \$ 200,300
		FY 2026 (Subsequent) \$ 205,305
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
The CW provides service between Carrboro and UNC via W. Main, Weaver St., and W. Franklin St. Based on customer request and need for service, this project increases midday service frequency to 30 minutes (weekdays).		

a) Target Start Date	Aug-24			
b) Assets Used (Vehicles, etc.)	Vehicles			
c) Geographic Termini	Carrboro, Chapel Hill			
d) Major Destinations Served	Carrboro, UNC Campus, Downtown Chapel Hill,			
e) Annualized Revenue Hours	1,500			
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 9:00 pm	8:30 am - 6:30 pm	8:30 am - 6:30 pm	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	20/30 Minutes	60 Minutes	60 Minutes
	Midday	30 Minutes	60 Minutes	60 Minutes
	PM Peak	20/30 Minutes	60 Minutes	60 Minutes
	Evening	60 Minutes	60 Minutes	60 Minutes

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name		Requesting Agency
19CHTTS2	Increase Cost of Existing Services (ICES)		Chapel Hill
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
Jul-23	N/A	FY2025 (Current)	\$764,154
		FY 2026 (Subsequent)	\$783,258
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
	<p>The original Orange County Bus and Rail Investment Plan based operating cost on \$103 per hour. Since then, operating costs have risen to \$113. In order to continue to fund these services, Chapel Hill Transit utilizes funds from the Orange County Transit Plan to offset some of these costs.</p>		

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
19OPTS1	Continuation of Transit Services Demand Response and Paratransit	Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 155,981
		FY 2026 (Subsequent) \$ 159,881
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
<p>All rural transit services including ADA Paratransit and Demand Response in accordance with the 2015 Paratransit Plan, this includes transit service improvements implemented following approval of transit tax in 2013. The plan and related services were advanced in 2022 through a new Orange County ADA Paratransit Plan and Demand Response service improvements with other County Departments like Department of Ageing, Social Services, Library and Criminal Justice Resource Department. This project advances "Continuation of Transit Services" (19OPTS1) as previously approved in each annual work program and in accordance with the new 2022 Orange County Transit Plan.</p>		

a) Target Start Date	Already Implemented			
b) Assets Used (Vehicles, etc.)	All ADA OCTS vehicles except those dedicated to Mobility-on-Demand and Fixed Routes			
c) Geographic Termini	3/4-mile buffer around fixed route and all unincorporated portions of Orange County			
d) Major Destinations Served	Rural to urban, rural to rural, urban to rural, urban to urban (within 3/4-mile buffer)			
e) Annualized Revenue Hours	1,500			
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 6:00 pm	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	N/A	N/A
	Midday	20/30 Minutes	N/A	N/A
	PM Peak	4:00 pm - 6:00 pm	N/A	N/A
	Evening	N/A	N/A	N/A

Project Goal

Increase service hours, ridership, and bus stop frequency

Implementation Metrics

100% Service hours completed

Ridership increase

Increase stops

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name		Requesting Agency
19OPTTS1	Continuation of Transit Services Fixed Routes		Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
Jul-23	N/A	FY2025 (Current)	\$ 364,672
		FY 2026 (Subsequent)	\$ 373,789
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>This project advances "Continuation of Transit Services" (19OPTS1) as previously approved in each annual work program and in accordance with the new 2022 Orange County Transit Plan. Focus is primarily on fixed routes implemented since the approval of the transit tax in 2013. Orange County Transit service area boundary was updated 2 times prior to its most recent expansion in January 16, 2024. FY25 Fixed Routes include and not limited to:</p> <ul style="list-style-type: none"> * Orange - Alamance Connector * Orange - Chapel Hill connector (referred to Hill- to- Hill). 			

a) Target Start Date		Already Implemented		
b) Assets Used (Vehicles, etc.)		All ADA OCTS vehicles except those dedicated to Mobility-on-Demand and Fixed Routes		
c) Geographic Termini		3/4-mile buffer around fixed route and all unincorporated portions of Orange County		
d) Major Destinations Served		Rural to urban, rural to rural, urban to rural, urban to urban (within 3/4-mile buffer)		
e) Annualized Revenue Hours		1,500		
f) Span of Service		Weekday	Saturday	Sunday/Holiday
		7:00 am - 6:00 pm	N/A	N/A
g) Frequency	<u>TIME PERIOD</u>	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	N/A	N/A
	Midday	20/30 Minutes	N/A	N/A
	PM Peak	4:00 pm - 6:00 pm	N/A	N/A
	Evening	N/A	N/A	N/A

Project Goal

Increase service hours, ridership, and bus stop frequency

Implementation Matrics

100% Service hours completed
Ridership increase
Increase stops

Orange County FY25 Annual Work Program
Operating

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name		Requesting Agency
19OCTTS2	Increase Cost of Existing Services (ICES)		Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
Jul-23	N/A	FY2025 (Current)	\$67,492
		FY 2026 (Subsequent)	\$69,179
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
	ICES offsets the cost of existing services.		

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20OPTTS4	Hillsborough Circulator 2.0	Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 370,240
		FY 2026 (Subsequent) \$ 379,496
Project Description/Scope	Enter below a summary of the project that may later be used as the project	
Consolidation of 3 previously approved projects - continuation of existing services (Hillsborough circulator), Hillsborough Expansion and Hillsborough Circulator II - including and not limited to: * Extended service hours 6:30 am to 6:00 pm or later * Reduce headway from 1 hour to 45 minutes and eventually from 45 minutes to 30 minutes * Additional reverse route ran concurrently		

a) Target Start Date	Already Implemented			
b) Assets Used (Vehicles, etc.)	All ADA OCTS fixed route vehicles current and new, including potential EV			
c) Geographic Termini	Urbanized area in and around Hillsborough, including ETJ and EJ Community of Concern			
d) Major Destinations Served	Town and County government facilities, UNC and Duke clinics and urgent care, Durham			
e) Annualized Revenue Hours	1,500			
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 6:00 pm	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	N/A	N/A
	Midday	20/30 Minutes	N/A	N/A
	PM Peak	4:00 pm - 6:00 pm	N/A	N/A
	Evening	N/A	N/A	N/A

Project Goal

Increase service hours, ridership, and bus stop frequency

Implementation Metrics

100% Service hours completed
Ridership increase
Increase stops

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name	Requesting Agency
20OPTTS6	Mobility-on-Demand	Orange County
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost
Jul-23	N/A	FY2025 (Current) \$ 352,696
		FY 2026 (Subsequent) \$ 361,514

Project Description/Scope Enter below a summary of the project that may later be used as the project

Mobility on Demand is a micro-transit service with same day reservation, using ADA accessible vehicles to service rural and urban areas. Project focuses specifically on underserved and Environmental Justice Community of Concern areas for access to urban areas 6-days a week (Monday thru Saturday) from 9 am - 5 pm. Full implementation to six days a week started May 1, 2023 as demand continues to increase. Orange County Transportation Services has Memorandums of Understandings with different departments in the County, like Department on Aging (DOA), Criminal Justice Resources Department (CJRD), Department of Social Services (DSS) and others. All are seeking to meet the increasing needs of rural public transportation.

a) Target Start Date	Already Implemented			
b) Assets Used (Vehicles, etc.)	All ADA OCTS vehicles except those dedicated to Mobility-on-Demand			
c) Geographic Termini	All unincorporated portions of Orange County, urbanized areas and connections other			
d) Major Destinations Served	Rural to urban, rural to rural, urban to rural, urban to urban			
e) Annualized Revenue Hours				
f) Span of Service	Weekday	Saturday	Sunday/Holiday	
	7:00 am - 6:00 pm	N/A	N/A	
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak	7:00 am - 9:00 am	7:00 am - 9:00 am	N/A
	Midday	20/30 Minutes	20/30 Minutes	N/A
	PM Peak	4:00 pm - 6:00 pm	4:00 pm - 6:00 pm	N/A
	Evening	N/A	N/A	N/A

Project Goal

Increase service hours and ridership

Implementation Metrics

100% Service hours completed

Orange County FY25 Annual Work Program
Operating

REQUEST #	Project Name		Requesting Agency
24GOTTP21	Low Cost Fare Pass		Go Triangle
Estimated Start Date	Estimated Completion	Orange Transit Estimated Operating Cost	
Jul-24	N/A	FY2025 (Current)	\$ 39,348
		FY 2026 (Subsequent)	\$ 40,332

Project Description/Scope Enter below a summary of the project that may later be used as the project

UPDATE 231213: revised project cost per Fare Work Group Conversation

Due to the onset on the COVID pandemic in 2020, GoTriangle has remained fare free. According to the FY23 onboard surveys completed, more riders have opted to use GoTriangle bus than prior to the pandemic. The surveys also indicate 32% of riders reported household incomes of less than \$15,000 a year, increasing from 18% reported in 2019. As GoTriangle prepares to return to fares in FY25, a Title VI equity analysis was completed to evaluate the effects of the fare change on minority and low-income populations and to identify mitigation strategies if necessary. The analysis concluded no disparate impacts or disproportionate burden were founded, mitigation strategies were proposed to maximize access to discount fare programs for minority and low-income customers. GoTriangle is requesting funding allocation from Orange County to provide zero fare passes for low-income qualifying individuals beginning in FY25. GoTriangle will work with the Orange County Staff Working Group to identify qualifying measures and ensure necessary policies and procedures are in place prior to July 1, 2024. GoTriangle is currently completing a study that will provide a framework for a low-income fare program. This framework will be presented to the Orange County Staff Working Group and can be used to assist in further developing of policies and procedures for the low-income fare program. The total amount funded from the Orange Tax Revenues, will offset fares that would have been collected by GoTriangle, in addition to purchasing the supplies needed for this program. The funding allocation will be monitored and evaluated as other providers make decisions regarding fares. This allocation should be available to all Orange County transit providers who return to fares in the future. This financial information included in this sheet is an estimate to be used for budget purposes. GoTriangle and the Orange County Staff Working Group will work on developing administrative needs for the project and adjust financials as needed.

a) Target Start Date				
b) Assets Used (Vehicles, etc.)				
c) Geographic Termini				
d) Major Destinations Served				
e) Annualized Revenue Hours				
f) Span of Service		Weekday	Saturday	Sunday/Holiday
g) Frequency	TIME PERIOD	Weekday	Saturday	Sunday/Holiday
	AM Peak			
	Midday			
	PM Peak			
	Evening			

Project Goal

Implementation Matrics

FY25 PROJECT SHEETS

CAPITAL

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
23GOTCD4	New Regional Transit Facility (Orange County share)	GoTriangle	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	\$ 140,000
		FY 2026 (Subsequent)	\$ 140,000
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The FY25 request includes phase II of the project, which consists of land acquisition, design, and construction of a new regional transit center (RTC).</p> <p>The Triangle Mobility Hub (aka regional Transit Center relocation) will provide travel time savings to riders of route 800 which serves Chapel Hill and UNC. The Triangle Mobility Hub and bus network improvements it enables will provide faster, more frequent connections for longer periods of the day to Orange County residents wishing to travel to destinations in/around RTP, including Hub RTP and Boxyard, as well as in Southern Durham County and Wake County. Additionally, through improved travel times / reduced operational costs, the relocation will also enable GoTriangle to realign the 800 and 805 in order to provide all day service, for the first time, on route 805 which also serves Chapel Hill and UNC. This concept was identified in the Draft GoTriangle SRTP and viewed favorably by riders on the 800 and 805.</p> <p>The completed feasibility study includes an evaluation of the current facility and identification of necessary passenger amenities and infrastructure improvements, and a feasibility study to evaluate the potential new locations for the RTC, taking into consideration current and future planned routes, land use, supply, and price. This study will be used to inform the location and design of phase II. The feasibility study was funded by county transit plans in Wake, Durham, and Orange counties.</p>			
Please detail project justification			
<p>The GoTriangle Regional Transit Center (RTC) is the primary hub for GoTriangle regional bus services connecting Wake, Durham, and Orange Counties. This study includes an evaluation of the current facility and identification of necessary passenger amenities and infrastructure improvements, and a feasibility study to evaluate the potential new locations for the RTC, taking into consideration current and future planned routes, land use, supply, and price. The current location of the RTC on Slater Road in Durham creates overlapping routes leading to inefficiency and is not proximate to I-40 which causes delays and reduced reliability during peak commuting times. The feasibility study is evaluating location options that improve operating efficiency and reliability, connections to planned BRT and CRT, as well as potential for transit-oriented development.</p>			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design	Q1 FY24	Q2 FY25
Construction	Q3 FY25	Q2 FY28
Equipment		
Land - Right of Way	FY25	FY25
Other		

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
23GOTCD2	Regional Fleet and Facilities Study Implementation - Nelson Road	GoTriangle	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	\$ 525,000
		FY 2026 (Subsequent)	\$ 750,000

Project Description/Scope **Enter below a summary of the project that may later be used as the project**

The project sheet requests funding for phases of Design and construction required to operate services identified in the Transit Plan. The fleet and facilities study evaluated constraints and needs for maintenance, storage, fueling and servicing capacity as well as work-flow efficiency at the GoTriangle Nelson Road bus operations and maintenance facility. The outcome of this study will include site selection, schematic design, and cost estimates for a new and/or expanded facility. The study included a regional coordination element to identify opportunities for shared facilities for vehicle storage, servicing and/or repairs. The study has identified onsite expansion and renovation of the current Nelson Road facility as the most cost-effective option to address current needs and provide opportunity to address future fleet needs over the course of the useful life of the renovated facility: 40+ years. The completed study will include phases and associated costs of handling the fleet required to operate the services identified in the Bus Plan.

Please detail project justification

The GoTriangle Operations and Maintenance Facility at 5201 Nelson Rd. Morrisville, NC was originally constructed in 1998. In 2006, the facility was updated to add space for administrative functions. GoTriangle is currently operating near capacity of the existing facility. GoTriangle’s Regional Fleet and Facilities Study recommends the design, renovation, and expansion of their Nelson Road Operations and Maintenance Facility. This capital improvement will add the needed capacity required to accommodate GoTriangle’s projected fixed-route fleet of 120 buses, including vehicles needed for operations in Wake, Orange, and Durham Counties, through 2050. The renovation and expansion will also include updates to better accommodate the facility’s administrative functionality. The Regional Fleet and Facilities study has also projected the need to relocate GoTriangle’s paratransit maintenance and servicing to a new facility to reach full build-out, the funding for which is not included in this project’s design and construction allocation. Facility costs to update the Nelson Road facility will be shared across GoTriangle’s service areas.

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design	FY23 Q4	FY25 Q4
Construction	FY26 Q1	FY28Q4
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
22GOTVP1	Vehicle acquisition and replacement	GoTriangle	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	\$ 216,667
		FY 2026 (Subsequent)	\$ 225,333
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>Orange Transit share of the GoTriangle level buying bus strategy. GoTriangle will serve as project sponsor as these new buses will replace existing buses that have reached its useful life. There has been an increase of maintenance cost by maintaining high mileage vehicles and a reduction in reliability. Vehicle purchase requests correspond to the fleet replacement plan.</p>			
Please detail project justification			
<p>Project allocation was included in the project sheet submission for FY24. Vehicle acquisition is a critical part of the passenger experience, meeting bus schedule timelines and accomplishing the goals of the Orange County Transit Plan Update.</p>			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design		
Construction		
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Matrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
25CHTCD15	North-South BRT Supplemental	Chapel Hill Transit	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	4,000,000
		FY 2026 (Subsequent)	-
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The North-South Bus Rapid Transit (BRT) Project will provide frequent, fixed-guideway bus service along NC 86, known locally as Martin Luther King, Jr. Boulevard and South Columbia Street, and the US Highway 15-501 corridor in Chapel Hill. The project will benefit Chapel Hill and the University of North Carolina students, visitors, and employees.</p>			
Please detail project justification			
Project adopted in previous work program			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning	FY25	
Design	FY25	
Construction		
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
25CHTCD15	Midlife Repower for FY18 and FY20 Vehicle Purchases	Chapel Hill Transit	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY28	FY2025 (Current)	\$ 209,684
		FY 2026 (Subsequent)	\$ -
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
Midlife repower for FY18 and FY20 vehicle purchases			
Please detail project justification			
Project adopted in previous work program			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design		
Construction		
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
18TOCCD4	Morgan Creek Greenway	Carrboro	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY22	FY25	FY2025 (Current)	\$ 260,216
		FY 2026 (Subsequent)	\$ -
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The Morgan Creek Greenway (EL-4828A) will connect the neighborhoods southwest of the Smith Level Road/NC 54 Bypass that are otherwise cut-off from the Town's bike-ped network, with eventual connections under Smith Level Road to the Chapel Hill portions of the Morgan Creek Greenway and to University Lake. Completion of the Carrboro segment will also facilitate access to Frank Porter Graham Elementary School. The bike-ped project is programmed in the FY2020-2029 STIP. The updated bid documents are nearing completion, with construction anticipated for spring 2024.</p>			
Please detail project justification			
<p>Carrboro's Morgan Creek Greenway was identified as a capital project in the 2017 Orange County Transit Plan and allocated \$199,800 to be applied toward the local match for construction. In 2021, the Town was allocated \$175,000 to cover some additional design costs to update the bid documents. The project was carried over as part of the 2022 Orange County Transit Plan Update. The plans are 90-percent complete with the flood study underway. The engineer's estimate has indicated an increase in construction costs. The Town has submitted a STIP amendment to add \$424,176 of local discretionary funds to the project and is seeking \$85,000 of additional transit revenues to apply toward the local match.</p>			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design		
Construction		
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Metrics

Orange County FY25 Annual Work Program
Capital

REQUEST #	Project Name	Requesting Agency	
18TOCCD5	South Greensboro Street Sidewalk	Carrboro	
Estimated Start Date	Estimated Completion	Estimated Capital Cost	
FY20	FY25	FY2024 (Current)	\$ 418,921
		FY 2025 (Subsequent)	\$ -
Project Description/Scope	Enter below a summary of the project that may later be used as the project		
<p>The design and installation of a sidewalk along one side on South Greensboro Street (TIP #C-5650) from the north end of Old Pittsboro Road to Public Works Drive, a distance of appropriately 0.9 miles. In addition to establishing a continuous pedestrian facility along the major north-south axis to Carrboro, the improvement would provide pedestrian access to bus stops for 8 Chapel Hill Transit routes and one GoTriangle Route within the 1/2 mile (the walking service area). The project connects the recently completed improvements to Smith Level Road (U-2803) and the future Morgan Creek Greenway (EL-4828) to downtown Carrboro.</p>			
Please detail project justification			
<p>The South Greensboro Street sidewalk was identified as a capital project in the 2017 Orange County Transit Plan and allocated \$552,340 of transit tax revenues to be applied toward the local match for construction. (Of note, \$40,000 was subsequently allocated toward another project.) The S Greensboro St project was carried-over as part of the 2022 Orange County Transit Plan Update. In 2021, the Town learned that an existing 6-inch AC water line would need to be replaced as part of the project, and the engineer's preliminary estimate has indicated an increase in construction costs. The Town has subsequently submitted TIP amendments for additional federal funds, this includes a request for \$700,000 of Regional Flexible funding and an allocation of \$443,418 of local discretionary (federal STBG-DA) funds. Plans are at 65 percent complete; waterline plans at 60-percent complete. The Town is seeking \$81,275 of additional transit revenues to apply toward the local match.</p>			

Phase	Fiscal Quarter and Fiscal Year	Fiscal Quarter and
Planning		
Design		
Construction		
Equipment		
Land - Right of Way		
Other		

Project Goal

Implementation Matrics