



**MEETING MINUTES**  
**Piedmont Authority for Regional Transportation Board of Trustees**  
**June 15, 2022**

**Board Members Present (via virtual/audio roll call):**

Abuzuaiteer, Marikay – City of Greensboro  
Austin, Kevin – Yadkin County  
Butler, Jim – Burlington City Council  
El-Amin, Fleming – Forsyth County  
Frye, Darrell – Randolph County  
Hightower, Sharon – City of Greensboro  
Morris, Rick – Stokes County  
Richardson, Mark – Rockingham County  
Carter, Steve – Alamance County  
Horn, Mike – Winston-Salem TAC  
Mengert, Paul – Piedmont Triad Airport  
Mundy, Kevin – Winston-Salem City Council  
Truell, Don – Davidson County Board of Commissioners

**Others Present:**

Scott Rhine, CEO/General Manager, PART; La-Deidre Matthews, Fox Rothschild, LLP; Connie Conklin, PART; Tammy Turner, PART; Papper Bristol, PART; Chris Robbins, PART; Andrew Sowers, PART; Mark Kirstner, PART

**I) Call to Order – Roll Call of Teleconferencing**

**A. Consideration of Resolution for Teleconference and Electronic meetings for June 15th, 2022.**

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

**Motion to approve the June 15th, 2022 Board of Trustees Meeting by Remote and Electronic Means: Don Truell**

**Second: Fleming El-Amin**

**Discussion: None**

**Vote: Unanimous 13 – Yes**

**II) Overview of Meeting Process and Procedures**

Scott Rhine provided a courtesy reminder of in-person and virtual meeting format/protocol and confirmed the board members present.

**III) Public Speakers Registered via [contactus@partnc.org](mailto:contactus@partnc.org)**

There were no public speakers.

**IV) Consideration of Meeting Minutes**

May 11<sup>th</sup>, 2022 meeting minutes accepted with revision to add Rick Morris' last name in the attendance record.

**Motion to accept the May 11<sup>th</sup>, 2022 meeting minutes: Mark Richardson**

**Second: Fleming El-Amin**

**Vote: Unanimous 13 - Yes**

**V) Consideration of PART Bord Business Items**

**A. New Business**

**1. Acceptance of FY2022-23 Quarterly Treasurer's Report**

Connie Conklin, PART CFO/CPA provided quarterly treasurer's report for 3<sup>rd</sup> Quarter FY 2022.

**Motion to accept the 3<sup>rd</sup> Quarter FY2021-22 Treasurer's report: Kevin Austin**

**Second: Steve Carter**

**Vote: Unanimous 13-Yes**

**2a. Open Public Hearing for FY2022-23 PART General Budget, Grants Budget, and Commuter Resources Fund Budget.**

There were no public comments.

**Motion to open the public hearing: Fleming El-Amin**

**Second: Don Truell**

**Vote: Unanimous 13-Yes**

**2b. Close Public Hearing Session**

**Motion to close public hearing: Darrell Frye**

**Second: Steve Carter**

**Vote: Unanimous 13-Yes**

**3. Adoption of FY2022-23 PART General Budget, Grants Budget, and Commuter Resources Fund Budget.**

Connie Conklin provided recap of FY2022-23 budgets. Discussion regarding fuel costs proceeded and whether \$4.50/gallon was sufficient. Scott Rhine stated that we are continuing to monitor fuel costs. We have room for adjustments built into the budget.

**Motion to approve FY2022-23 PART General Budget, Grants Budget, and Commuter Resources Fund Budget: Mark Richardson**

**Second: Fleming El-Amin**

**Vote: Unanimous 13-Yes**

**4. Adoption of FY2022-23 Federal Transit Administration (FTA) Section 5307 Program of Projects**

Scott Rhine provided an overview of the FTA compliance requirement. Under 49 U.S.C. 5307(b)(1) through (7), PART shall annually develop Program of Projects and make it available for public review. PART has worked in partnership with various divisions and programs within the NCDOT and participated in the development of Metropolitan Transportation plans and Coordinated Community Connectivity plans. A table of the FY2022-23 Program of Projects for the following MPO's were included on page 22: Burlington-Graham, High Point, Greensboro, and Winston-Salem.

**Motion to approve FY2022-23 Federal Transit Administration Section 5307 Program of Projects: Steve Carter**

**Second: Fleming El-Amin**

**Vote: Unanimous 13-Yes**

## **B. Old Business**

### **1. Information Item – PART Express Route 10 – Randolph County Express**

Scott Rhine provided an overview of the Route 10 service expansion which will occur for FY22-23 as planned. Responses from citizens have been very encouraging and we will be providing transportation to the NC Zoo beginning in August.

## **VI) Departmental Staff Reports**

### **• Part Vehicle Order Update**

Bus manufacturer reports delays in production and delivery of bus order due to worldwide supply chain challenges.

### **• PART Vanpool Updates**

We have seen a 37% growth in vanpool leasing over the past quarter. We are below pre-covid numbers, but growth continues to rise.

### **• PART Express**

Updates reported in Old Business information item

### **• Reminders**

- Finance Committee will meet on June 15<sup>th</sup>, 2022 following the Board of Trustees' meeting
- No PART Board meeting scheduled for July 2022.
- Operations/Planning committee meeting is proposed for July 2022.
- PART Board members to submit shirt sizes to Papper for new PART shirts.

## **VII) Chairperson Report**

Part Chair, Marikay Abuzuaiter provided the following updates:

- Marikay Abuzuaiter recognized LaDeidra Matthews for attending the June 15<sup>th</sup> PART Board of Trustees meeting on behalf of Tom Terrell.
- Office of Transit Safety and Oversight (TSO-10), Federal Transit Administration (FTA), U.S. Department of Transportation (DOT), asked for permission to utilize the PART Public Transit Agency Safety Plan (PTASP) as a template guide for small urban transit agencies in the United States for a new online portal as examples of Best Practices in developing and maintaining the required PTASP.
- GoToWebinar - Visioning for Transit Agencies: Best Practices and Case Studies is being held on Tuesday, June 21<sup>st</sup>. 2:00-3:00 pm. The webinar will be airing at the PART admin/Board meeting room if any PART Board members would like to join, or you can participate through the virtual meeting link. Pre-registration is requested by NCDOT.
- August board meeting will transition back to in-person meeting

## **VIII) Adjourn**

There being no further business Chairperson Abuzuaiter asked for a motion to adjourn.

**Motion to adjourn: Fleming El-Amin**

**Second: Don Truell**

**Vote: Unanimous 13-Yes**