

**Durham Staff Working Group  
Meeting Agenda  
August 16, 2023  
Durham County Admin II Building, Room 461**

1. Call to Order/Roll Call Doug Plachcinski, DCHC MPO
2. Adjustments to the Agenda Doug Plachcinski, DCHC MPO
3. Public Comment Doug Plachcinski, DCHC MPO
4. Administration
  - a. SWG Administration Brandi Minor, Durham County
    - i. Approval of June 2023 Minutes
    - ii. Durham County Website Update
      1. [Durham County Staff Working Group](#)
    - iii. Project Agreement Templates  
Recommended Action: Approve the Project Agreement Template
  - b. Tax District Administration Steven Schlossberg, GoTriangle
    - i. Review Project Sheet Templates
    - ii. Financial Reports Schedule Update
  - c. Public Engagement and Communication
    - i. GoForward website updates GoTriangle
    - ii. Active Campaigns GoTriangle
    - iii. Transit Tracker development Durham County
5. Work Program Brandi Minor, Durham County
  - a. FY24 Work Program
    - i. Overview of Amendment Process & Schedule
    - ii. FAST Study Amendment
  - b. FY25 Work Program
    - i. Review Schedule and any upcoming tasks for September
6. Project Sponsor Updates Doug Plachcinski, DCHC MPO
  - a. Durham County Transit Plan
  - b. Transit Governance Study
  - c. Short Range Transit Plans
  - d. Commuter Rail
  - e. Bus Rapid Transit / FAST Study
  - f. Future project updates agenda assignment (organize by Sponsor)
7. Next Meeting – September 20, 2023
8. Adjournment