

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

Program Development (PD) Subcommittee Meeting
Friday, December 19th, 2023 • 1:30pm-4:00pm

THIS IS AN IN-PERSON MEETING AT CAMPO: 1 Fenton Main, Ste 201, Cary NC 27511

People can listen virtually but will not be able to vote or participate in the discussions.

WebEx Link: <https://campo-nc.webex.com/campo-nc/j.php?MTID=mf27bc00f123823649d83fb770212ecc1>

Call in Number: 1-650-479-3208

Meeting Code: 2539 168 2218

Agenda

1. **Welcome and Introductions** (Kevin Wyrauch, Chair)
2. **Adjustments to the Agenda**
3. **Meeting Summary Items/Task Wrap Up/Program Highlights**
 - The TPAC reviewed both the ADA Funding Policy and the Service Standard and Performance Guidelines at its meeting on December 13th. Governing Board consideration is anticipated to occur in January.

4. **2024 Chair and Vice Chair Election**
(Action Item: Stephanie Plancich, CAMPO) 5 Minutes

Nominations for the 2024 Program Development Subcommittee Chair and Vice Chair roles opened at the Joint TPAC Subcommittee meeting held on November 16th. Subcommittee members may serve up to three years in a leadership role. To be eligible, the member must be formally designated as a primary or alternate member of the TPAC.

Requested Action: Vote to elect a Chair and Vice Chair for the 2024 term.

5. **FY2024 February-July Work Task List Adoption**
(Action Item: Stephanie Plancich, CAMPO) 5 Minutes **Attachment A**

Twice per year, each TPAC subcommittee develops a Work Task List which details the specific activities that the members will undertake through the next 6-month planning period. The draft FY2024 Feb-July Work Task List, Attachment A, was available for review and comment through Friday, December 8, 2023. The revised draft will be presented as an action item at the PD's December 19th meeting, with TPAC endorsement scheduled on January 17th, 2024.

Requested Action: Vote to adopt the PD Subcommittee February-July Work Task List.

6. **2024 PD Subcommittee Meeting Schedule**
(Action Item: Stephanie Plancich, CAMPO) 5 Minutes

Each year, the TPAC and its subcommittees set their recurring meeting schedule for the upcoming calendar year. The PD Subcommittee typically meets on the 4th Tuesday of each month from 1:30-3:30pm. It is recommended that the schedule be continued in 2024.

Requested Action: Vote to adopt the PD Subcommittee's 2024 meeting schedule.

PD Chair: Kevin Wyrauch, Town of Cary
Vice Chair: Shavon Tucker, City of Raleigh

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

7. FY2024 3rd Quarter Wake Transit Work Plan Amendment Requests

(Action Item: Evan Koff, CAMPO) 15 minutes **Attachments B-C**

Per the Wake Transit Work Plan Amendment Policy, the TPAC Program Development (PD) Subcommittee is tasked with reviewing amendment requests when quarterly amendment lists contain one (1) of more ‘Major Amendment’ requests. The subcommittee considers the appropriateness of requested changes in scope, the scope of new projects and any financial choices and tradeoffs associated with proposed amendments. The subcommittee will render a scope and financial disposition at this meeting.

Two (2) Wake Transit Work Plan amendment requests were submitted for consideration in the FY2024 3rd quarter amendment cycle. Both requests are “Major” amendments. One is an Operating budget requests, and one is a Capital budget request.

The FY24/Q3 Work Plan Amendment Review Packet, Attachment C, includes detailed information on each request. Attachment D is the draft scope and financial disposition. The packet was released for a 30-day public comment period on December 8th that runs through January 5th. Attachment D is the draft scope and financial disposition.

8. Engagement Summary Report for ADA Funding Policy and Service Standards & Performance Guidelines

(Information Item: Michelle Peele, GoTriangle) 10 Minutes **Attachment D**

The draft Wake Bus Plan ADA Funding Policy and updated Service Standards & Performance Guidelines were released for a combined public review and comment from November 6th-20th. GoTriangle staff will provide a brief overview of the engagement process and results. The complete Engagement Summary Report will be included with the draft documents when they are presented to the governing boards for adoption in January.

9. FY2024 Wake Transit Work Plan Choices and Trade-Offs, Continued

(Action item: Ben Howell, CAMPO) 110 minutes **Attachment E-F**

CAMPO staff will walk the Subcommittee through changes to the Work Plan requests that were discussed at the December 1st meeting, with some of the submitting agencies making presentations as requested to the PD Subcommittee. Following the presentations and discussion, the PD Subcommittee will be asked to formally recommend projects for the FY25 Recommended Wake Transit Work Plan.

10. Other Business

The Wake Transit Performance Tracker has been updated. All projects displayed on the map have been updated, including line work where needed. The dashboard has also been updated to reflect FY2023 program performance results. Visit: <https://waketranstracker.com/>. Contact Suvir.Venkatesh@campo-nc.us with any questions or comments.

11. Adjourn

Next Meeting: Tuesday, January 23rd, 2024, 1:30-3:30pm.