



## WAKE COUNTY TRANSIT PLAN Transit Planning Advisory Committee (TPAC)

### Community Engagement (CE) Subcommittee Meeting

December 11, 2025 • 1:30-3:00pm

WebEx Link: <https://campo-nc.webex.com/campo-nc/j.php?MTID=md36a74297cad7c744c327bee265efab0>

Call-In: 650-479-3208 Pass Code: 2530 084 3725

### Meeting Agenda

1. **Welcome and Introductions** (Tim Gardiner, Chair)
2. **Adjustments to the Agenda**

### Administrative Items

3. **Election of 2026 leadership team**  
(Action: Stephanie Plancich, TPAC Admin, 5 minutes)

Nominations for the CE Chair and Vice Chair positions opened on December 1<sup>st</sup>. To be eligible to serve in either role, you must be designated by your organization as a primary or alternate voting member of the TPAC. Being designated is a relatively straightforward process that Stephanie can help you navigate. The deadline to submit nominations for either the Chair or Vice Chair position was Wednesday, December 10<sup>th</sup>. CE members will vote to elect the 2026 leadership team on December 11<sup>th</sup>.

**Action:** Vote to elect the 2026 Chair and Vice Chair.

4. **Adoption of the January-June CE Work Task List**  
(Action: Stephanie Plancich, TPAC Admin, 30 minutes)

Each TPAC subcommittee is tasked with adopting a Work Task List that outlines activities that are anticipated to come before the group during the next 6-month period. The draft January-June CE Work Task List was emailed to CE members on December 1<sup>st</sup> for review and comment. The comment period ended on Wednesday, December 10<sup>th</sup>. Members will discuss the items that made it on and were withheld from the draft Task List, any comments received and then will vote to adopt the final list for January to June 2026.

**Action:** Vote to adopt the January-June Work Task List.

**Next Steps:** Get project groups identified for each adopted task that needs support.

**CE Chair:** Tim Gardiner, Wake County

**Vice Chair:** Andrew Miller, City of Raleigh

## 5. Set the 2026 CE Meeting Schedule and Structure

(Action: Stephanie Plancich, TPAC Admin, 5 minutes)

The current CE meeting schedule is set for the 4<sup>th</sup> Thursday of each month from 1:30-3:30pm with instruction to staff that meetings should be cancelled if there are no action items or other time sensitive business to discuss. It is recommended that this schedule continue with a modification to the structure of the non-meeting months.

CE members should plan to check the TPAC Subcommittee webpage each month. The subcommittee webpage will be updated 7 days before each scheduled meeting with notice to members that a full meeting will be held or if a work group session will be held in its place. If a work session is held, the specific projects to be discussed will be listed so those project group members will know if they need to join the call. The intent is to ensure that we accomplish the tasks assigned for the next 6 months and have a game plan for FY27.

**Action:** Vote to set the 2026 meeting schedule and structure.

## 6. Upcoming Engagement Activities:

- a. FY2026/3<sup>rd</sup> Quarter Amendment comment period opened on December 10<sup>th</sup> and will close January 10<sup>th</sup>. All materials are available at WakeTransit.org. TPAC will vote to recommend requested amendments on January 22<sup>nd</sup>.
- b. Public review of the draft FY 2027 Wake Transit Work Plan kicks off on February 25<sup>th</sup> and runs through March 25<sup>th</sup>. CE members will receive the strategy in January and will be expected to share and otherwise support the outreach effort through their own channels.
- c. The 2035 Wake Bus Plan update will kick off in early 2026. The 1<sup>st</sup> phase of engagement will be robust and we will need partner support to successfully gather input from our community members. Emphasis will be on transit rider input so providers will be asked to actively support the effort. Detailed scope and schedule will be shared once finalized.
- d. **Any partner -led engagement underway or coming up?**

## 7. Other Business:

- a. The 2035 Wake Transit Plan, Microtransit Guidelines and CFA Program Management Plan have been adopted. Engagement Phase 5, the wrap up with partners and the community is being planned and will be presented to CE early in the new year.
- b. **Any other news or business from the partners?**

## 8. Adjourn

<b>Upcoming meetings:</b>	January	Changed to 5 <sup>th</sup> week - 1/29 at 1:30pm
	February	Regular meeting - 2/26 at 1:30pm

**CE Chair:** Tim Gardiner, Wake County

**Vice Chair:** Andrew Miller, City of Raleigh