



TPAC Community Engagement Subcommittee

December 11, 2025 • 1:30pm

Virtual meeting held via WebEx.

1. Welcome and Introductions

CE Chair: Tim Gardiner, Wake County

Vice Chair: Andrew Miller, Raleigh

2. Adjustments to the Agenda

Tim Gardiner, Chair

CAMPO requests to swap item #4 and #5 on the agenda.

3. Election of 2026 Leadership team

Stephanie Plancich, TPAC Administrator

- ✓ Nominations opened December 1st.
- ✓ 2 nominations were received.

Requested Action:

Vote to elect the CE Chair and Vice Chair for the 2026 term.

5. Set the 2026 CE Meeting Schedule and Structure

Stephanie Plancich, TPAC Administrator

- ✓ Keep current schedule – 4th Thursday from 1:30-3:30pm
- ✓ Will use time for Team meetings if no CE meeting is needed or for balance of time if CE meeting is short.
- ✓ Members should check the TPAC Subcommittee webpage to know what is on the agenda each month

Requested Action:

Set the 2026 CE meeting schedule and structure.

4. Adoption of CE January-June 2026 Work Task List

Stephanie Planchich, TPAC Administrator

Attachment A

No Comments Received

TPAC Subcommittee Work Task List


 FIXED

Fiscal Year:	2026	TPAC Subcommittee Work Task List
Time Period:	January-June	Community Engagement

Description
Review adopted CE Policy for needed updates in FY26/FY27 - priority is the reference table update
Support development and Dissemination of Wake Transit public notices and information with others in your organization and the community you serve (Ex. Work Plan, Amendment Periods, Annual report, Wake Bus Plan, Regional Technology Plan, etc.)
Receive and provide input on project sponsor engagement materials and/or presentations: level 1 plans, level 2 strategies and level 3 summary reports
Support Performance Tracker update as needed, and disseminate news to local officials
Review engagement-related staffing study results and provide support to lead agency, as needed
Develop the July-December CE Work Task List
Attend Wake Transit 101 session on 3-Level Engagement Planning Process as outlined in updated CE Policy
Attend Wake Transit 101 general overview session, if new to the program or want a refresher

No Comments Received

TBD	Other projects that CE may weigh in on: development of engagement presentation schedule, wireframe and design of future WakeTransit.org, development of branding and style guidelines, logo development for program-level projects, Bus Plan engagement, Communications Plan review and FY26/FY27 planning, Annual after-action review event, master schedule, RFP/RFQ for engagement support, and other ongoing and upcoming activities.
December 11	CE member draft discussion and adoption
Voting Record	
January 22	TPAC endorsement of Task List

Requested Action:

Vote to adopt the CE January-June Work Task List.

Setting Up Task Teams

- ✓ **Must have work teams committed to accomplishing priority tasks**
- ✓ **Seeking 2-5 people to join the teams for each project**
- ✓ **Wake County and GoTriangle should have a rep on each team with items to be adopted/approved by the governing boards**
- ✓ **Raleigh, Cary and Apex strongly encouraged to participate**
- ✓ **Everyone is asked to participate in beta testing and voting process to recommend final products to TPAC**



Task Team #1: CE Policy Review and Guidelines Table Update

- ✓ Review adopted Community Engagement Policy
- ✓ List and prioritize needed edits/updates
- ✓ Draft and recommend an update to the guidelines table

Timeline:

Month	Description
January-February	Policy review, produce update list, drafting table update
March	TPAC draft review, editing draft
April	14-day comment period, 1 st look by boards/committees
May	TPAC recommendation to endorse
June	Governing board endorsement

Task Team #2: Wake Transit Work Plan Engagement Team

Development of the FY27 Work Plan AND execution of engagement of the Quarterly Amendment Cycles

- ✓ **Review Level 2 engagement strategies**
- ✓ **Review draft materials and provide input to finalize them**
- ✓ **Support the dissemination effort**
- ✓ **Support drafting of level 3 engagement summary report**
- ✓ **As needed, review strategies, help finalize materials and help advertise for other Work Plan related engagement (Ex. Amendment Policy Update)**

Task Team #2: Wake Transit Work Plan Engagement Team

Month	Description
January	Draft WP strategy review, material development starts 10 th Q3 Amendment period ends, ESR drafting begins
February	Finalize materials, web content, social media graphics, etc. for Work Plan and Q4 Amendment cycle
	19 th present strategy/materials to TPAC, 25 th WP outreach starts
March	25 th Draft WP period ends, Recommended WP strategy, drafting materials 9 th Q4 outreach starts
April	Finalize WP materials, 30 th strategy & materials to TPAC for recommendation 10 th Q4 outreach ends
May	6 th -20 th comment period, 1 st look by boards/committees, 20 th WP public hearing Q4 Amendments adoption on 20 th by CAMPO, 27 th by GoTriangle
June	Engagement summary report, governing board adoption

Task Team #3: 2035 Wake Bus Plan CTT

- ✓ Participate in engagement/communications planning for the Bus Plan through its 18+ month development cycle
- ✓ Help develop L2 strategy for each phase
- ✓ Review draft materials and provide input to finalize them
- ✓ May staff events or help coordinate coverage for public outreach activities
- ✓ Support dissemination effort to your local contacts

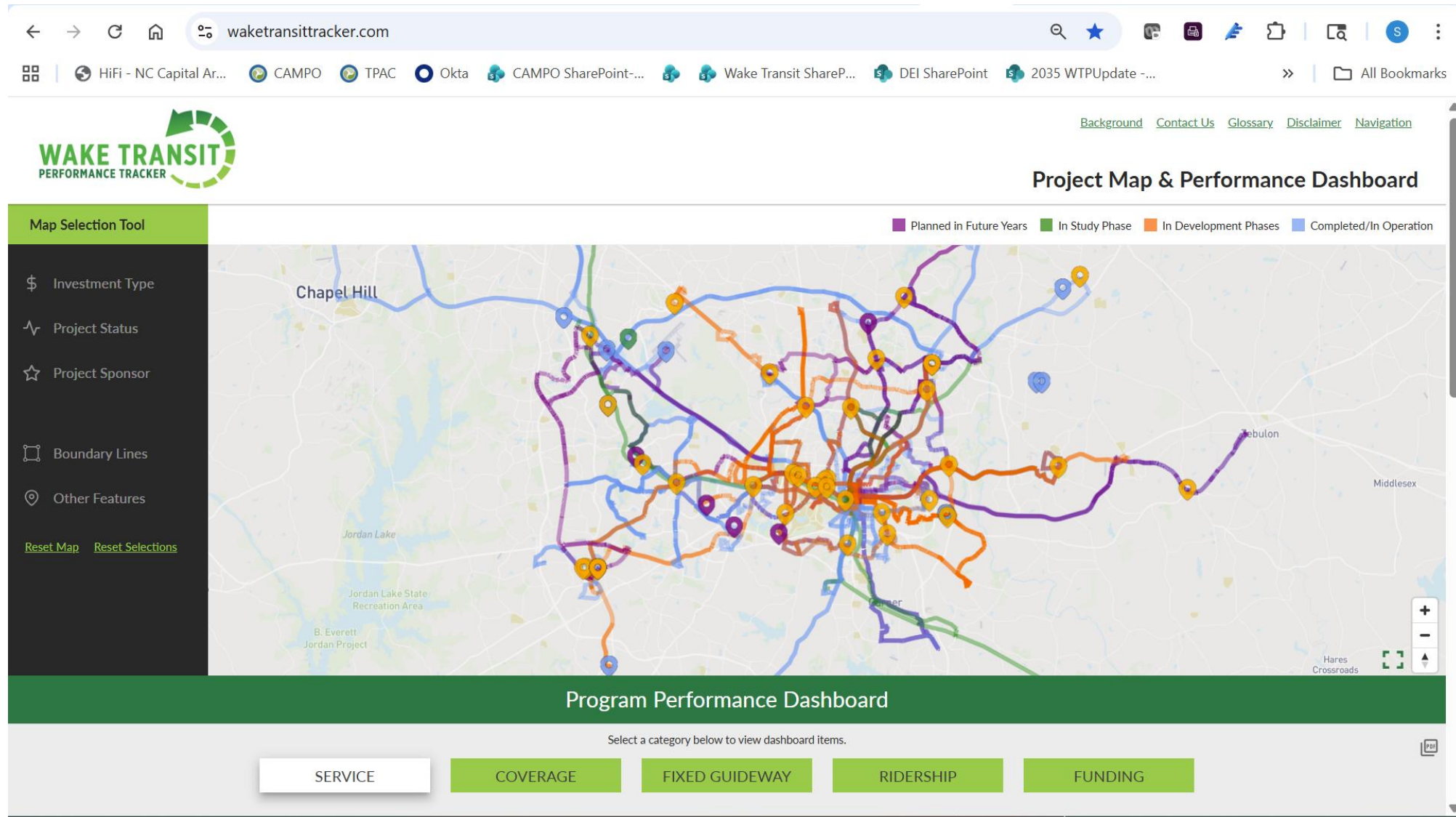
Month	Description
January	L1- Engagement Plan is finalized with consultants, approved by CAMPO board
February	Project kickoff with TPAC, begin drafting L2 strategy for Phase 1
May/June	<i>Phase 1 strategy implementation</i>
Fall/Winter	<i>Phase 2 strategy implementation</i>
Spring/Summer	<i>Phase 3 strategy implementation</i>
Summer	<i>Phase 4 strategy implementation (Wrap Up)</i>

Task Team #4: Team Wake Transit 101

- ✓ Logo, branding and design collaboration
- ✓ Event planning for June overview/general WT101 presentation
- ✓ Technology input for creating the WT101 library of resources
- ✓ Data, video, photo collection and sharing
- ✓ Beta testing, as needed

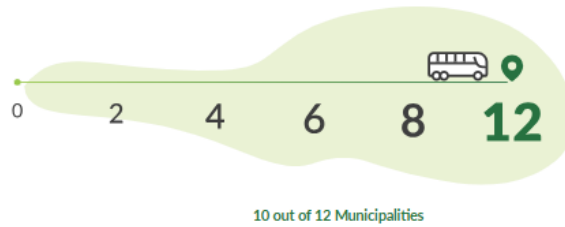
Month	Description
February/March	FY26 visioning, scope and schedule development, logo and design
April-May	Drafting WT101 overview presentation, event planning for June event, Lead Agency Operating Guidelines and CE Policy update action by TPAC
June	<i>Host general WT101 overview event with new branding, webpage, etc. Module Outlining: Lead Agency Responsibilities, CE Policy/3 Levels, Bus Plan, WTP, WP, What is Tax District, Role of the TPAC, Tracker, etc.</i>
July/August	<i>Prioritize 3-4 modules for FY27 completion</i>
September	<i>Drafting modules begins</i>

Task Team #5: Wake Transit Tracker Design Team

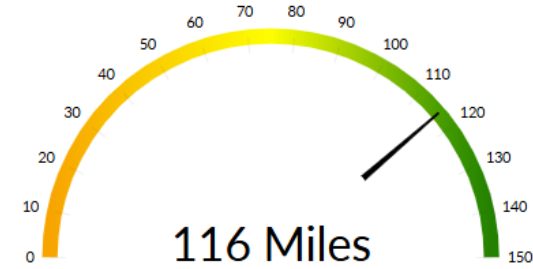


GOAL Connect All 12 Wake County municipalities with fixed-route transit

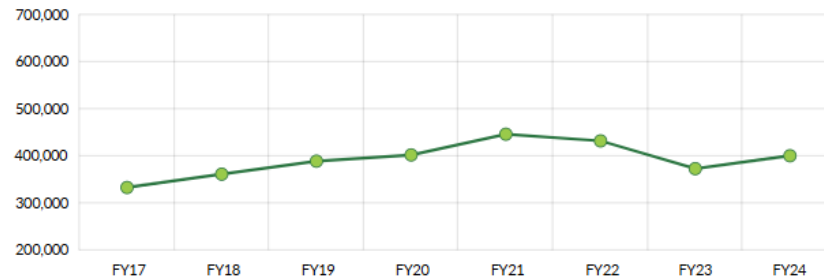
Total number of connected municipalities

**GOAL** Increase the frequent service network from 17 miles to 99 miles

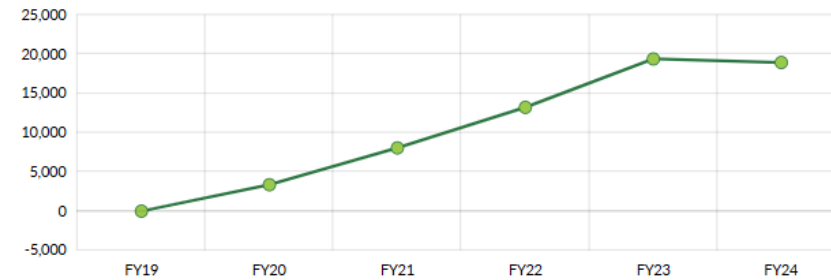
Current number of route miles on the frequent network

**GOAL** Increase the amount of fixed-route service hours

Annual total of fixed-route vehicle revenue hours

**GOAL** Total number of vehicle revenue hours funded through the Community Funding Area Program

Growth in number of transit vehicle revenue hours as a result of CFAP investment

[Submit a Question or Comment](#)

Route 16 Improvements
Agency: City of Durham

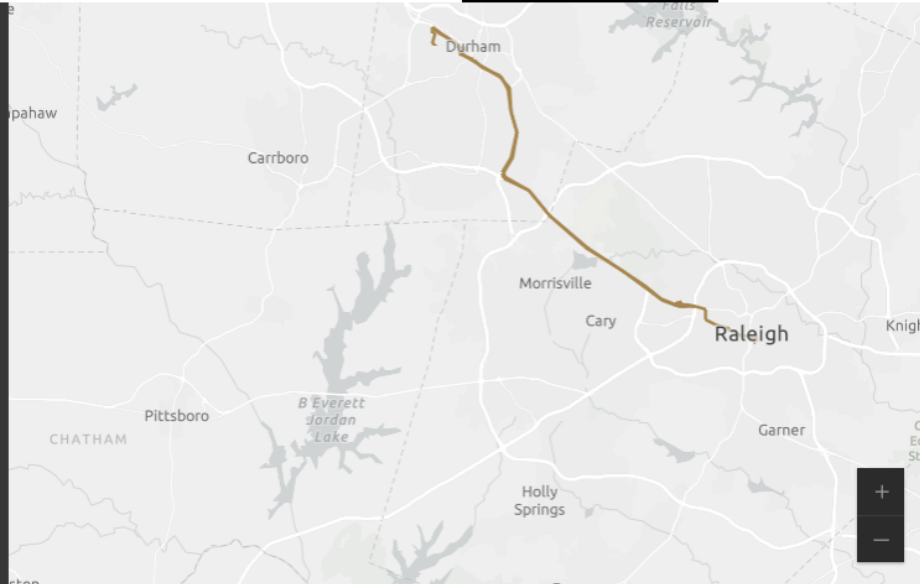
Route 11 Improvements
Agency: City of Durham

Route 9 Improvements
Agency: City of Durham

Route 6 Improvements
Agency: City of Durham

Route 7 Improvements
Agency: City of Durham

Route 3 Improvements
Agency: City of Durham



Wake County, Esri, TomTom, Garmin, SafeGraph, FAO, METI/NASA, USGS, EPA, NPS, USFWS Powered by Esri

2) Select a Metric

Passenger trips per average weekday

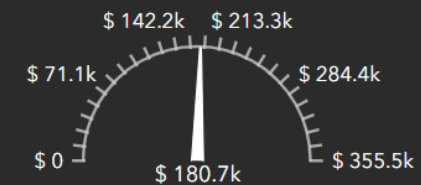
Total Revenue Hours (funded by the Transit Plan) during the period

Data Metric

Select a Metric and Time Period to view values

Project Funds

Transit Plan Funds Spent (51%)



Allocated Transit Plan Funds: \$ 355,474

Task Team #5: Wake Transit Tracker Design Team

- ✓ Logo development and design collaboration
- ✓ Beta testing of format and user experience
- ✓ L1 and L2 planning for Launch and Ongoing
- ✓ Materials creation for tracker outreach
- ✓ Support dissemination effort Annually

Month	Description
January-June	Technical development and data updating
March	Progress presentation, begin engagement planning, decide on goal presentation style and design
April-May	<i>Logo and design selected and incorporated</i>
June	<i>Draft site finalized and partners beta testing</i>
July/August	<i>Edits and Updates made including FY27 WP info</i>
Sept/Oct	<i>Community awareness campaign for new Tracker</i>

TBD	Other projects that CE may weigh in on: development of engagement presentation schedule, wireframe and design of future WakeTransit.org, development of branding and style guidelines, logo development for program-level projects, Bus Plan engagement, Communications Plan review and FY26/FY27 planning, Annual after-action review event, master schedule, RFP/RFQ for engagement support, and other ongoing and upcoming activities.
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- ✓ **Branding, design and style guidelines (Ex. BRT, Microtransit, etc.)**
- ✓ **Wireframe and design of WakeTransit.org**
- ✓ **Wake Transit Social Media Management Process**
- ✓ **Remaining updates to the CE Policy**
- ✓ **Update of the Communications Plan**
- ✓ **Annual After-Action Review (AAR) event**
- ✓ **Program Staffing discussion, RFQ drafting**
- ✓ **Event planning for “State of the Wake Transit Plan”**

6. Engagement Activities

- FY2026/3rd Quarter Amendment Request comment period opened yesterday and will close January 10th.
- All information is available at WakeTransit.org.
- Please help by resharing the post on CAMPO's FB, X, Insta and other accounts to share through your local channels.

Any partner-led engagement underway or coming up?



7. Other Business

- 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.
- **Any other news or business from the partners?**

8. Adjourn

Upcoming Meetings:

Thursday, January 29, 2026 (4th week)

Thursday, February 26, 2026
