

Calendar Year:	2024	<u>TPAC Subcommittee Work Task List</u> Program Development
Time Period:	February-July	

Task Type	Task Month(s)	Description	Lead Agency	
			CAMPO	GoTriangle
Recurring/Annual	Quarterly	Review and recommend Work Plan amendment requests, including appropriate scope and financial dispositions.	x	
Recurring/Annual	Feb-Jul	Review and provide input on administrative documents as needed, for example the quarterly progress report and reimbursement request forms.		x
Recurring/Annual	Feb-Mar	Review and discuss results of the annual Wake Transit project progress and expenditure review process.	x	
Specialized	Feb-Jul	Review the findings of the Baseline Study and recommend a new Baseline Implementation Policy for TPAC consideration.	x	
Recurring/Annual	Feb-Apr	Review new and updated project funding requests, financial assumptions and public comments to make project selections to be included in the recommended FY2025 Work Plan for TPAC consideration.	x	x
Tracking/Oversight	April	Review financial components of operating and capital agreements, proposed agreement groupings and reporting deliverables for FY2025.		x
Recurring/Annual	May-June	Develop the PD August-January Work Task List	x	
Tracking/Oversight	June	Review and discuss results of the annual review of bus service performance against adopted service guidelines and performance measures	x	
Recurring/Annual	July	Provide feedback and participate in the annual engagement and communications after-action review process.		x
Specialized	Feb-July	Review the findings of the Fare Workgroup and recommend a low-income fare program that would apply to services offered by all fixed-route providers.		x
Specialized	Feb-July	Review and recommend a Safety and Security Funding Policy that establishes Wake Transit's long-term level of participation and liability for TPAC consideration.	x	
Specialized	Feb-July	Review and recommend an update to the Workgroup Operating Guidelines for TPAC consideration.	x	
Specialized	Feb-July	Review and recommend a procedure for advancing Wake Transit revenues to projects when there is an intent/commitment to pay the funds back to the program, update the Wake Transit Financial Policies accordingly for TPAC consideration.	x	x
Specialized	Feb-July	Review and recommend a procedure for returning Wake Transit allocated funds when outside funds are received for the subject project, update the Wake Transit Financial Policies for TPAC consideration.	x	x

Specialized	Feb-July	Review the current 2.5% inflation rate to determine if an increase is needed to better meet partner and program needs, update the Wake Transit Financial Policies for TPAC consideration.	x	x
Specialized	Future	With FY24 ADA program data, review the ADA Funding Policy for opportunities to modify the policy to best meet partner needs.		x
Specialized	Future	Review and recommend an updated Wake Transit Staffing Plan as part of, or in response to the FY2026-2035 Wake Transit Plan Update.	x	
	Dec. 19, 2023	PD Subcommittee Voting Record: CAMPO, GoTriangle, Wake County, Raleigh, Cary, NCSU, Apex, Fuquay-Varina, Knightdale, Wake Forest		
	Jan. 17, 2024	TPAC Endorsement of PD Work Task List.		