

Program Development



WAKE COUNTY TRANSIT PLAN Transit Planning Advisory Committee (TPAC)

Tuesday, September 24, 2024

Program Development (PD) Subcommittee | 1:30-2:15pm

Financial Policies Workgroup Meeting | 2:15-3:30pm

WebEx Link: <https://campo-nc.webex.com/campo-nc/j.php?MTID=mf27bc00f123823649d83fb770212ecc1>
Call-In: 650-479-3208 Pass Code: 2539 168 2218

Meeting Agenda

1. **Welcome and Introductions** (Caleb Allred, Chair)
2. **Adjustments to the Agenda**
3. **Meeting Summary Items/Task Wrap Up/Program Highlights**
 - Agreements for FY25 Work Plan projects and POP Extensions have been posted to the Wake Transit SharePoint site, contact Holly at hstott@gotriangle.org with any questions.
 - All agreements will now be on a December expiration cycle, so FY25 POP Extension Request special amendment cycle will stay as is on the master schedule.
 - FY26 Wake Transit Work Plan Call for Projects is open from September 19 – October 18.
 - Alternative PD Meeting schedule through end of the calendar year.
 - October, 10/29, first look at the FY26 Work Plan funding requests
 - November, 11/19, joint review of FY24 Progress Report and ACFR followed by regular business
 - December, 12/17, FY26 Work Plan, CIP and MYOP review (choices and tradeoffs)
4. **Recommend FY2025 2nd Quarter Work Plan Amendment Requests**
(Action Item: Steven Mott, CAMPO, 20 Minutes) **Attachment A**

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.

Five (5) Wake Transit Work Plan amendment requests were submitted for consideration in the FY2024 2nd quarter amendment cycle. Four (4) are "Major" amendments, and one (1) is a "Minor" amendment. Three (3) are Operating budget requests. The remaining (2) are Capital budget requests. The FY25/Q2 Work Plan Amendment Review Packet, Attachment A, includes detailed information on each request.

Requested Action: Recommend a financial and scope disposition for the FY2025/Q2 Wake Transit Work Plan amendment requests to the TPAC.

PD Chair: Caleb Allred, Town of Morrisville
Vice Chair: Shavon Tucker, City of Raleigh

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5. Revenue Assumptions for Draft FY2026 Wake Transit Work Plan

(Information Item: Steve Schlossberg, GoTriangle, 10 minutes)

Tax District Administration staff will discuss FY2024 year-end local revenue estimates and draft FY2026 Wake Transit Work Plan revenue assumptions.

6. FY24 Art Funding Summary

TBD

7. Other Business

- Town of Morrisville released RFQ for the Morrisville Transit Study. Contact Caleb, callred@morrisvillenc.gov.
- CFAP Management Plan update will be drafted and released for public review this spring/summer.
- All active Wake Transit workgroups (Fares, Financial Policy, Technology, Safety & Security and Baseline) have active meetings coming up. To learn more about each and to make sure you have representation attending, check the TPAC meeting agenda for coordinator contact info and meeting information.

8. Adjourn

Next Meeting:

Tuesday, October 29, 2024 (5th week adjustment)



Financial Policies Workgroup Meeting

Coordinator: Paul Kingman, pkingman@gotriangle.org

1. Modifying the Operating Budget Carryover Policy Language

Members of the Financial Policies Workgroup will discuss a proposed modification to the 2021 adopted Wake Transit Financial Policies and Guidelines document. Questions arose about operating budget carryovers. CAMPO and GoTriangle staff met to discuss opportunities to clarify and streamline the process and are recommending the policy be updated to eliminate all operating carryover starting in FY26. Members will receive more details, including an example of policy language used by the Durham and Orange Transit Plans for discussion.

2. Review of Financial Incentives Policy Statement Developed by Community Engagement Subcommittee

In May 2024, the Community Engagement (CE) Subcommittee approved new policy language that prohibits the use of Wake Transit revenue as an incentive for general public participation in outreach and engagement activities but allows funds to be used to purchase branded items and other specified uses. The action of the CE Subcommittee recommended that the language be included in both the CE Policy and Financial Policies and Guidelines. Subsequent conversations between lead agency staff have resulted in clarification that it only needs to be reflected in the CE Policy. Members will review the recommended policy statement and path forward.

3. Quarterly Reimbursement, Progress Reporting, and Budget Transfer Tutorial

All members, but especially people new to Wake Transit funding request and TPAC reporting requirements, are invited to join in on this “How To” tutorial covering several forms and submission processes. Questions Encouraged!

PD Chair: Caleb Allred, Town of Morrisville

Vice Chair: Shavon Tucker, City of Raleigh

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