



Chair: Emma Linn (Town of Wake Forest)  
Vice Chair: Melanie Rausch (City of Raleigh)

## Program Development Subcommittee (PD) Meeting

Tuesday, January 27, 2026 • 1:30pm

**Virtual Meeting:** Join the [WebEx Link](#) Call In: 1-650-479-3208 Meeting Code: 2534 611 7907

If you need assistance to participate in this event, please email [waketransit@campo-nc.us](mailto:waketransit@campo-nc.us) or call 984-542-3601 at least 72 hours (3 business days) in advance of the scheduled meeting.

### MEETING AGENDA

1. **Call to Order/Welcome and Introductions** (Emma Linn, PD Chair)
2. **Adjustments to the Agenda**

### INFORMATION ITEMS

#### 3. **Capital Agreements Extension Options**

Kelley Smith, GoTriangle & Paul Kingman, TDA • 10 Minutes

**Summary** GoTriangle staff were tasked with evaluating options for extending capital project agreements beyond the traditional 1-3 year contract term at initial project inclusion in a Work plan as well as in the case that the project agreement needs an extension. Staff have had initial discussions and will present initial recommendations for PD discussion.

**Attachments** N/A

**Action:** Discuss initial recommendations for capital contract extension and provide feedback/guidance to GoTriangle staff, as needed.

#### 4. **Financial Model Reserves Discussion**

Steve Schlossberg, TDA • 10 Minutes

**Summary** At the previous PD Subcommittee meeting, several scenarios were reviewed and some did not meet Wake Transit financial policy guidelines. The Subcommittee has proposed strategies to achieve compliance, and Tax District Administration will provide a summary of the outcomes based on those adjustments.

**Attachments** Slide Deck

**Action:** Continue member discussion to consider and evaluate adjustments to the annual financial plan to ensure alignment with financial responsibility guidelines.

## 5. Restructuring the Annual Wake Transit Reviews

Steven Mott, CAMPO • 30 Minutes

**Summary** TPAC has directed CAMPO Staff to perform two annual reviews: The Project Progress and Expenditure Review (PP&E) and the Bus Service Performance Review. These processes have not been reviewed for needed updates since inception. The PD will begin the review and update process in January 2026.

**Attachments**

- Item Summary Sheet
- Excerpt from the adopted Service Guidelines and Performance Measures Policy for Structured Review of Project Performance and Expenditure
- 2025 Project Progress and Expenditure Review Memo
- 2025 Bus Service Performance Review Memo

**Action:** Discuss current review guidance and next steps for the update process

## OTHER BUSINESS

- Bus Plan Kickoff at February TPAC meeting (Contact: Steven Mott)
- FY26/Q4 Wake Transit Work Plan Amendments due February 20<sup>th</sup> (Contact: Suvir Venkatesh)
- FY27 CFAP Project Deadline: January 31<sup>st</sup> (Contact: Suvir Venkatesh)
- Triangle Mobility Hub Phase 2 Engagement launching February (Contact: Curtis Hayes)
- FY27 Work Plan engagement period begins February 25<sup>th</sup> (Contact: Stephanie Plancich)
- GoTriangle and GoRaleigh service changes are scheduled to launch in March
- New Fuquay-Varina MicroLink and Holly Springs Hopper services launched on January 4<sup>th</sup>
- GoWake Forest fare implementation starts February 1<sup>st</sup> (Contact: Emma Linn)
- Other member news or updates?

## ADJOURNMENT

**Next Meeting:** Tuesday, February 24, 2026 – Virtual