

Attachment F

TPAC Subcommittee Report: December 2021

Planning & Prioritization Subcommittee

Chair: David Walker City of Raleigh

Vice Chair: Kevin Wyrach, Town of Cary

Previous meeting dates: 10/26/21, 11/18/21

Highlights from previous meetings:

The P&P subcommittee was assigned a new task to review and update the 2018 Work Plan Amendment Policy and Process document to address a couple of gaps that have been identified over the past couple of months. They plan to complete the edits and send a revised policy for TPAC consideration in February/March.

In October, CAMPO staff presented the submitted FY23-30 funding requests and had a list of prepared questions ready for the project sponsors. The purpose of the discussion was to make sure that the requests were complete, that staff were clear of each request and that the information was accurate. The discussion on project merit and prioritization will take place in December once more information, including financial capacity is known.

At the November joint meeting, TPAC subcommittee members became aware of the \$259 million dollar funding gap that will need to be resolved for the draft FY23 Work Plan. P&P members were reminded to review their current requests and recurring expenditures to help identify areas of savings. In particular, CAMPO staff asked members to look at financial needs and timing, project readiness, right sizing of recurring budgets and noted that the December joint meeting was going to have to focus on resolving the gap.

Members reviewed and participated in the discussion to review the draft FY21 Progress report, received the update quarterly report and reimbursement forms that now include tracking components for applicable real property and art activities, and were made aware of a new reporting process for funds transfers occurring within the same budget ordinance.

Upcoming Meeting date(s): 12/17/21 Joint Meeting (9:00am-12:30pm)

Agenda items coming up: Review draft update to Work Plan Amendment Policy, FY22/Q3 Work Plan amendment requests, and choices and trade-offs to develop FY23 Work Plan.

Other notes/updates: Action to adopt February-July Work Task List and elections for the 2022 term will take place on January 25th

Budget & Finance Subcommittee

Chair: Steven Schlossberg, GoTriangle

Vice Chair: Shavon Tucker, City of Raleigh

Previous meeting dates: 10/21/21, 11/18/21

Highlights from previous meetings:

B&F members reviewed the draft/unaudited FY2021 basic financial statements and received a copy of the draft Annual Comprehensive Financial Report (ACFR) in late October at the same time it was sent to the auditors for review. Per request made last year, Tax District staff have added fund balance line item to the summary of expenditures in this year's report.

In November, B&F members participated in a joint meeting to review the audited ACFR and to provide input on the draft FY21 Wake Transit Progress Report. They also received a copy of the updated quarterly report and reimbursement forms to include tracking space for applicable real property and art expenditures.

GoTriangle staff presented a new process/report form that project sponsors will be expected to submit along with their quarterly report forms. The new form will inform Tax District staff of funding shifts that have occurred within the same budget ordinance so that the financials stay in alignment with the activities of the project sponsor agencies.

The last discussion item was a review of the financial impact of submitted Wake Transit Work Plan funding requests against the FY2030 financial model. A \$259 million dollar gap revealed. Lead agency staff and project sponsors were asked to help identify savings opportunities. B&F and P&P will meet again in December to discuss choices and trade-offs and to explore options to develop a fiscally constrained FY23 Work Plan for TPAC review in January.

Upcoming Meeting date(s): 12/17/21 Joint Meeting (9:00am-12:30pm)

Agenda items coming up: Review draft update to Work Plan Amendment Policy, FY22/Q3 Work Plan amendment requests, and choices and trade-offs to develop FY23 Work Plan.

Other notes/updates: Action to adopt February-July Work Task List and elections for the 2022 term will take place on January 20th

Community Engagement Subcommittee

Chair: Andrea Epstein, City of Raleigh

Vice Chair: Bonnie Parker, CAMPO

Meeting date: 10/28/21, 11/18/21

Highlights from previous meeting:

- Phase 1 engagement took place in Oct/Nov for the Wake BRT Rapid Bus Extensions Study and for the Wake Bus Plan Update. Partners supported both efforts.
- Results of the FY21 Wake Transit Engagement after-action review meeting were discussed. Several comments and suggestions will be incorporated into the engagement strategies for upcoming outreach efforts and/or into the Community Engagement Policy.
- CE Members reviewed early drafts and provided feedback to GoTriangle staff responsible for developing the Annual Progress Report, prior to the document begin released for broader TPAC feedback.
- The members also reviewed and provided feedback on the draft FY23 Work Plan engagement strategy. That engagement effort is set to kick-off on February 14th.
- CE Members attended the joint meeting on Nov. 18th to review the draft Annual Progress report with the other two subcommittees. Several members also participated in the discussion on new quarterly reporting requirements and the funding gap for the FY23 Work Plan.

Upcoming Meeting date: 12/2/21 (Shifted out a week to avoid Thanksgiving holiday break.)

Agenda items coming up: Update on Work Task List items, partner presentations, and a progress update on Work Plan engagement planning, CE Policy drafting and Communication Plan Scheduling.

Other notes/updates: Annual Report is finalized and released on Dec. 15th. Wake Transit Performance Tracker is being updated with finalized FY21 revenue and expenditure number so both resources are up to date at that time.