

Attachment B

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Meeting • February 17, 2021 • 9:30am-11:45am

Meeting Minutes

I. Welcome and Introductions (Ben Howell, TPAC Chair)

Ben Howell welcomed everyone to the February meeting. He acknowledged that the agenda is one of the longest of the year and noted that there will be a single roll call vote for the four action items on the agenda.

Voting Members

Town of Morrisville	Ben Howell Chair)	Town of Garner	Gaby Lawlor (Vice Chair)
Wake County	Tim Gardiner	CAMPO	Shelby Powell
Wake County	Akul Nishawala	GoTriangle	Saundra Freeman
City of Raleigh	David Eatman	GoTriangle	Sharon Chavis
Town of Apex	Shannon Cox	Town of Zebulon	Michael Clark
Town of Knightdale	Jason Brown	Town of Cary	Kelly Blazey
Town of Holly Springs	Emmily Tiampati	NCSU	Darcy Downs
Town of Wendell	Bryan Coates	RTP Foundation	Hank Graham
Town of Rolesville	Julie Spriggs		

Voting Alternates

Town of Cary	Kevin Wyrauch	Town of Fuquay-Varina	Allyssa Stafford
CAMPO	Bret Martin	Town of Wake Forest	Dylan Bruchhaus
City of Raleigh	David Walker		

Other Alternates

Town of Apex	Allyson Coltrane	City of Raleigh	Het Patel
CAMPO	Bonnie Parker	City of Raleigh	Mila Vega
Town of Morrisville	Brad West	City of Raleigh	Andrea Epstein
Town of Morrisville	Caleb Allred	City of Raleigh	Shavon Tucker
GoTriangle	Liz Raskopf	Wake County	Tim Maloney
GoTriangle	Steve Schlossberg	Wake County	Chris Dillon

General Attendees

TPAC Administrator	Stephanie Plancich	NCDOT	Bob Deaton
CAMPO	Evan Koff	NCDOT	John Fargher
CAMPO/GoTriangle Boards	Will Allen	GoTriangle	Burgetta Wheeler
Wake County	Anita Davis	GoTriangle	Kim Johnson
City of Raleigh	Ryan Boivin	GoTriangle	Inez Nicholson
City of Raleigh	Meghan Finnegan	GoTriangle	Odile Fredericks
City of Raleigh	Morgan Simmons	GoTriangle	Scott Thomas
City of Raleigh	Kristin Treadway	GoTriangle	Jay Heikes
City of Raleigh	Shavon Tucker	GoTriangle	Meg Scully
City of Raleigh	Sara Warren	GoTriangle	Jenny Green
City of Raleigh	Anne Galamb	HDR Inc.	Bill Gilmore
TJCOG	John Hodges-Copple	HNTB	Mark Huffer

Note: The presentation was uploaded to the CAMPO website the morning of the meeting. The complete slide deck, along with the meeting agenda and attachments, are accessible at:

- II. **Adjustments to the Agenda** - None
- III. **General Public or Agency Comment** – None

TPAC ADMINISTRATIVE ITEMS

- IV. **2021 TPAC Subcommittee Chair and Vice Chair Elections**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes)

Stephanie presented the TPAC Subcommittee 2021 Chair and Vice Chair election results for TPAC review and confirmation.

Budget & Finance: Vote held at regular meeting on January 21, 2021
Chair: Steve Schlossberg, GoTriangle (2nd Full Term)
Vice Chair: Shavon Tucker, City of Raleigh (1st Full Term)

Planning & Prioritization: Vote held at joint meeting on January 14, 2021
Chair: David Walker, City of Raleigh (1st Full Term)
Vice Chair: Kevin Wyrauch, Town of Cary (1st Full Term)

Public Engagement & Communications: Vote held at regular meeting on January 28, 2021
Chair: Andrea Epstein, City of Raleigh (1st Full Term)
Vice Chair: Sharon Chavis, GoTriangle (1st Full Term)

Motion to confirm the 2021 TPAC subcommittee election results was made by Akul Nishawala. Second by Shelby Powell. Several TPAC members expressed gratitude for the departing Chairs. Pass unanimously.

- V. **February-July 2021 Subcommittee Work Task Lists**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment A**

Stephanie explained that each TPAC subcommittee is required to develop a Work Task List that outlines the specific work it will continue, begin or complete through the next 6-month period. At their respective January subcommittees, members reviewed and finalized their individual Work Task Lists. Attachment A included the Draft February-July 2021 Task lists for all three subcommittees.

Motion to endorse the draft February-July 2021 Subcommittee Work Task Lists was made by Sandra Freeman. Second by Bret Martin. No further discussion. Pass unanimously.

PLANNING AND PROGRAMMING ITEMS

- VI. **Release of Draft FY2022 Wake Transit Work Plan**
(Action Item: Bret Martin, CAMPO and Steven Schlossberg, GoTriangle, 45 minutes) **Attachment B**

The TPAC has had the opportunity to review the draft Work Plan and provide comments. The updated draft is presented today for final discussion and consideration of release for the required 30-day public review period. Bret reviewed the development schedule, and then Steve walked through the final financials included in the draft. FY22 Modeled operating expenditures include \$1.083 million in new operating expenses, \$26.335 million in continuing expenditures, totaling \$27.418 million requested for the fiscal year. The total allocated for capital expenditures is \$148.052 million (inclusive of allocation to fund balance).

With several new members of the TPAC, Bret provide a brief overview of the structure of the annual Work Plan. There are three core components:

- Part 1 – Main Body including FY22 budgets and project profile sheets
- Part 2 – Financial Model Assumption Updates
- Part 3 – Appendix including operating projects initiated in prior years that carry over to FY 22 and future-year programmed investments

An important note made for TPAC awareness is that the financial assumptions will continue to be refined between the draft and recommended release dates. One adjustment will be made when the LAPP program award becomes final in a few weeks.

Bret presented an update today on the programmed costs vs. requested expenditures discussed at last month's meeting. There was no change to the operating funds discrepancy, we remain at \$27,417,231, which is \$1,609,087 less than the initial programmed amount of operating expenses. For the capital budget, some reduction in the estimated amount of cost overage for requests versus originally programmed amounts has been made. Last month, the difference between what was programmed and what was requested totaled \$15,168,476 and it is now \$9,543,476. However, the requests indicate an overage of \$29.3 million in FY 23 versus what is currently programmed for that fiscal year. Specific projects with overages and major contributing factors to these overages were presented. Further, several notes of CAUTION were explained. They include viability of bus service expansion that has been requested, issues with project readiness, project phasing and schedule reasonableness, and compliance with the concurrence process.

Mr. Martin then explained comments received from TPAC member agencies and CAMPO's plans for incorporating or disposing of those comments.

Motion to release the draft FY2022 Wake Transit Work Plan for public review and comment made by Shelby Powell. Second by Kelly Blazey. No further discussion. Passed unanimously.

VII. Release of Draft Wake Transit Community Engagement Policy
(Action Item: Liz Raskopf, GoTriangle, 10 minutes) **Attachment C**

Over the past few months, the GoTriangle engagement team has worked with other lead agency staff and the Public Engagement and Communications (PE&C) Subcommittee to finalize the draft Wake Transit Community Engagement Policy, which is an update to the Public Engagement Policy originally adopted in 2018. The TPAC received a presentation on the draft policy at its January 13th meeting. Comments received have been reviewed, and the draft has been updated appropriately. Liz listed the major changes made during the update process:

- Change name to Community Engagement Policy
- Add clarity for partners conducting engagement
- Add printable table, reference guide by project type
- Streamlined public comment period and public hearing requirements

Motion to release the draft Wake Transit Community Engagement Policy for public review and comment made by Shelby Powell. Second by Sharon Chavis. No further discussion. Passed unanimously.

*****Roll Call Vote for Action Items*****

VIII. Wake Transit Plan (FY2021-2030) Update Progress Report
(Information Item: Bret Martin, CAMPO, 15 minutes) **Attachment D**

CAMPO staff provided an overview of the document prepared for the Wake County Transit Plan Update to the TPAC at is February 17th meeting. Final investment program results for the plan update have been shared with the TPAC in prior meetings, and the focus of the February 17th overview was on the organization and content of

the final plan update document and the next steps to support its ultimate adoption. A draft of the final plan update document is provided as Attachment D.

Tim Gardiner asked if the Plan Update reflects the financial limitations and level of caution for future investments as discussed for the FY 22 Draft Wake Transit Work Plan. Bret asked if Tim was suggesting that messaging be included with its pushout to the public or if language should be added to the plan update document text to address it. Tim clarified that he just wants to ensure that messaging about the investment limitations and upcoming likelihood that we will need to make trade-off decisions for limited available funds will continue to be made clear to partners. It's about planning staff awareness not necessarily for the public outreach materials.

Received as information.

IX. Combined Wake Transit Engagement Strategy for Wake Transit Plan Update, Community Engagement Policy and FY2022 Wake Transit Work Plan

(Information Item: Liz Raskopf, GoTriangle, 10 minutes) **Attachments E-H**

GoTriangle is the lead agency for Wake Transit program-level engagement and communications activities. In January, the TPAC supported a recommendation of the PE&C Subcommittee and Wake Transit Vision Plan Update Core Technical Team to merge the three upcoming public comment periods for the Wake Transit Plan Update, Community Engagement Policy and FY2022 Draft Wake Transit Work Plan into one coordinated campaign.

Today, Liz walked members through the plan to combine the efforts in communication materials, listed the various methods and materials to be employed throughout the effort, and showed the GoForwardNC.org/WakeInput webpage so they would be familiar with the user experience created and planned for launch in the 19th.

The combined campaign will kick off on February 19th. The following list shows the end date for each document's specific public comment period:

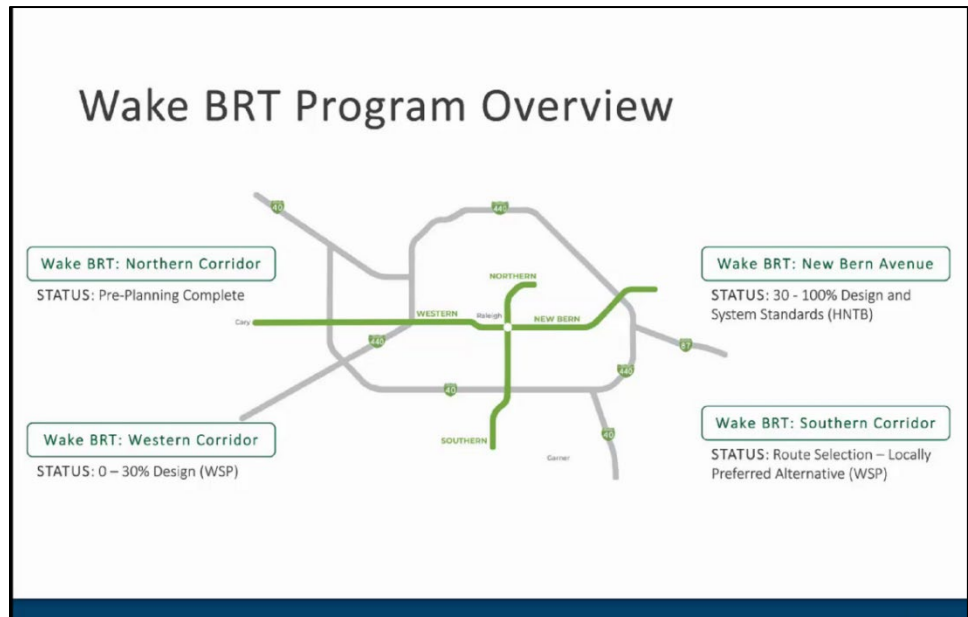
- | | |
|---------------------------------|---|
| • FY2022 Wake Transit Work Plan | 30-day comment period ends March 21 st |
| • Wake Transit Plan Update | 40-day comment period ends March 31 st |
| • Community Engagement Policy | 45-day comment period ends April 5 th |

Received as information.

X. Wake Bus Rapid Transit (BRT) Program Progress Update
(Information Item: Mila Vega & Het Patel, City of Raleigh, 15 minutes)

Mila Vega opened the presentation and provided an overview of the development status for all 4 BRT corridors. The slide is copied here.

She then dove into a little more detail on the status of the New Bern Ave corridor, which is the furthest along in the project development process. She noted that New Bern was accepted into the Federal pipeline in December, with \$35 million of federal funding to be allocated to the project. The MOU with NCDOT for the project was approved on February 2nd by the Raleigh City Council. They are having monthly meetings with FTA to ensure the project is on track with the set “roadmap” of milestones. A risk review was completed in fall 2020 and is expected to be refreshed in Spring 2021. Staff expects to pick back up on the Wake Transit concurrence process for the New Bern corridor in March 2021.



Het Patel then took over as presenter to discuss the Western and Southern corridors.

Western

Was accepted into project development under the FTA small starts program in Winter 2020. It is now in the 0-30% design phase. Anticipate entering the final design phase in FY22-23. Planning team meets monthly for corridor coordination meetings with impacted municipalities and agencies. Anticipate hitting 5% design in April 2021. Het then showed a sketch level design map which delineates where dedicated lanes, shared lanes, etc. are anticipated to be along the Western BRT line. Concurrence points 5 and 6 are planned to be discussed in Fall of 2022.

Southern

In October 2020, a preferred route for the northern portion of the southern BRT corridor was endorsed by the City of Raleigh. Additional study is being completed to select a preferred route option for the southern section of the corridor. A recent milestone in the process was the completion of a traffic impact analysis study of the intersection at Wilmington Extension at Tryon Road. Five (5) at-grade design alternatives are being evaluated and a preferred option will be selected at the conclusion of the study. Concurrence points 1 & 2 are complete. Locally preferred alternative adoption is anticipated for Spring 2021, with concurrence points 5 & 6 planned for fall of 2022.

Mila then moved forward to discuss other Wake BRT program activities. She provided an update on developing a branding package for the BRT network. To date, peer reviews are complete, input surveys are complete, and 3 stakeholder sessions have been held. Next steps are drafting a “Go” themed branding option for finalization.

Next, she noted that the team is moving into the vertical station design process. This design is part of the 60% design process. It is being guided by feedback of partners and the community through 3 separate workshops. Public engagement continues to be a continuous process. Staff has held live Q&A sessions, virtual open-houses, surveys, partner engagement, installed pop-up feedback stations, etc. The next touchpoint with the community is being scheduled for April 2021.

Members asked about involvement of the branding committee in the next steps. Mila replied that City staff is doing more homework and is working to put what has been heard so far into a revised draft of brand materials. The advisory group will be reconvened in the near future.

Received as information.

XI. GoTriangle Regional Transit Center (RTC) Feasibility Study Progress Update
(Information Item: Jay Heikes, GoTriangle, 15 minutes)

The county transit plans for Wake, Durham, and Orange Counties identify the need for the relocation of the Regional Transit Center to improve route efficiency, connect to planned capital investments, and improve passenger amenities. Over the past year, GoTriangle in coordination with a variety of regional and municipal stakeholders, has completed an existing conditions assessment, identified site operational and location criteria, conducted public engagement, performed a site search, and identified and scored six candidate sites. The sites were scored based on improved access to the freeway network, proximity to planned bus rapid transit and commuter rail, access to employment, ease of site acquisition and construction, and access to future employment, retail, and services.

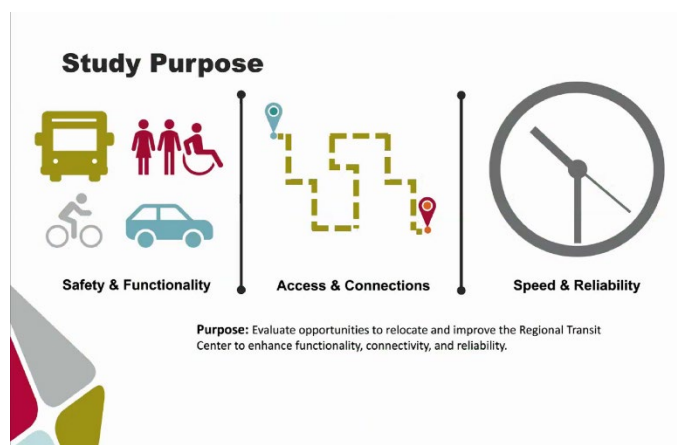
Following development of a conceptual program and evaluation of test fits on three final sites, GoTriangle staff and the GoTriangle Planning and Legislative Committee have identified and recommended a relocation strategy inclusive of a preferred location near the NCRR overpass of NC 54, a conceptual program, and an implementation approach. The GoTriangle board will consider endorsing this strategy at its March 24 meeting. Once the GoTriangle Board adopts the relocation strategy, staff would proceed with design and implementation efforts, including the following:

- Initiate site and facility design, including continued coordination with the commuter rail study as well as coordination with the bus rapid transit extension major investment study
- Develop a federal grant strategy and secure local funding
- Continued coordination with the property owner and evaluation of public-private partnership opportunities
- Completing environmental review, including adoption of a locally preferred alternative and obtaining concurrence consistent with the Wake Transit concurrence policy
- Continued stakeholder coordination and public engagement

GoTriangle has requested funds from the three county transit plans to complete design and land acquisition for the new Regional Transit Center (RTC) in FY22, with requests for construction funding following in FY23. GoTriangle staff believes this facility is a good candidate for multiple existing federal discretionary grant programs and will pursue any and all funding opportunities to help reduce the cost share borne by the county transit plans.

Jay Heikes provided an overview of the RTC relocation project and where it is in the project planning process. Today, there are 10 routes that use the existing RTC. Pre-COVID, there were 1,000 daily boardings and 100 Park & Ride users at the facility.

The primary purpose for seeking to relocate the facility is to improve safety and functionality, while better meeting the needs of users and their various travel modes. A major issue at the current location is how facility users interact with other traffic around it, especially during peak travel times. Safety and performance are negatively impacted on a regular basis. Another issue is the fact that the land is leased at the current location and not owned, which limits how GoTriangle can address immediate safety concerns.



GoTriangle staff conducted user engagement. A total of 56% of respondents reported being late due to site issues.

A total of 61% want more/better shelters for weather protection, and 60% of respondents noted that they want the station located near other shops and services.

The initial site search has been completed; 6 locations were identified through set site criteria. Three (3) top scoring sites moved forward for consideration. Scoring, including the existing site, resulted in two preferred site options that will go before the GoTriangle Board of Trustees for consideration and selection in Spring 2021.

The project is still conceptual, although a list of site design criteria to be incorporated at the new regional transit center has been drafted. All three County Transit Plans are proposed to contribute proportionate shares toward design and land acquisition in the FY2022 Work Plans. If the project stays on track, GoTriangle anticipates starting construction in FY23-24, with a completion in FY24-25.

Members Discussion:

Has there been consideration for Morrisville adjusting its microtransit service plan to connect with the new RTC. Ben Howell responded, noting that at this time, the microtransit service is still anticipated to connect to the location of a new facility.

If 60% of users want amenities near the new site, how are the two preferred site options accommodating that request/need? Jay said it is not yet determined where they are considering building to accommodate such amenities on the preferred site, but there could be opportunity for other mixed uses as well.

When will the GoTriangle Board be considering the 2 preferred options? Jay clarified that staff will be proposing Park Point as the preferred location and will include a "relocation strategy" for the site as part of the packet being considered. The TCM site will remain as a back-up location, should some unforeseen challenge present itself making Park Point a no-go option.

Received as information.

XII. February Subcommittee Reports: Attachment I

Ben noted that the subcommittee meeting dates are written on the TPAC meeting agenda and that the Subcommittee monthly report is included as Attachment I.

XIII. Other Business

Ben also noted that the CAMPO North East Area Study has launched its next community outreach effort. The link to the website and for more information is posted on the meeting agenda and included in the presentation slides posted to the TPAC Webpages.

He also noted that the WakeUp Wake County event "Driven to Change" began this morning. They have brought in numerous speakers to discuss climate change and how it relates to other community development priorities, including transportation. It runs the rest of the day and tomorrow for anyone interested in participating.

XIV. Adjourn

The next TPAC meeting is scheduled for March 10th, 2021.

February 17, 2021 TPAC Voting Record			Action 1	Action 2	Action 3	Action 4
<u>Agency/Org</u>	<u>Role</u>	<u>Name</u>	Confirm the 2021 TPAC Subcommittee Election results	Endorse the Feb-July Subcommittee Work Task Lists	Release the Draft FY22 Work Plan for 30-day Public Review	Release the Draft 2 WT CE Policy for 40-day Public Review
-	-	Motion -> Second ->	Akul Nishawala Shelby Powell	Saundra Freeman Bret Martin	Shelby Powell Kelly Blazey	Shelby Powell Sharon Chavis
Apex	Primary	Shannon Cox	Y	Y	Y	Y
CAMPO	Primary	Shelby Powell	Y	Y	Y	Y
CAMPO	Alternate	Bret Martin	Y	Y	Y	Y
Cary	Primary	Kelly Blazey	Y	Y	Y	Y
Cary	Alternate	Kevin Wyrach	Y	Y	Y	Y
Fuquay-Varina	Alternate	Allyssa Stafford	Y	Y	Y	Y
Garner	Primary	Gaby Lawlor	Y	Y	Y	Y
GoTriangle	Primary	Saundra Freeman	Y	Y	Y	Y
GoTriangle	Primary	Sharon Chavis	Y	Y	Y	Y
Holly Springs	Primary	Emmily Tiampati	Y	Y	Y	Y
Knightdale	Primary	Jason Brown	Y	Y	Y	Y
Morrisville	Primary	Ben Howell	Y	Y	Y	Y
NCSU	Primary	Darcy Downs	Y	Y	Y	Y
Rolesville	Primary	Julie Spriggs	Y	Y	Y	Y
Raleigh	Primary	David Eatman	Y	Y	Y	Y
Raleigh	Primary	David Walker	Y	Y	Y	Y
RTP	Primary	Hank Graham	Y	Y	Y	Y
Wake County	Primary	Tim Gardiner	Y	Y	Y	Y
Wake County	Primary	Akul Nishawala	Y	Y	Y	Y
Wake Forest	Primary	Dylan Bruchhaus	Y	Y	Y	Y

Wendell	Primary	Bryan Coates	Y	Y	Y	Y
Zebulon	Primary	Michael Clark	Y	Y	Y	Y