

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

TPAC Regular Meeting via WebEx • May 12, 2021 • 9:30am-11:00am

Meeting Link: <https://cormp.webex.com/cormp/j.php?MTID=m028e300b9f95a9827bd4c95f54e6a46d>

**Meeting Code:** 160 834 7039

**Call in Number:** 1-650-479-3208

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### AGENDA

- I. **Welcome and Introductions** (*Ben Howell, TPAC Chair*)
- II. **Adjustments to the Agenda** (*Ben Howell, TPAC Chair*)
- III. **General Public or Agency Comment** (*Ben Howell, TPAC Chair*)

Commenters will be allotted three (3) minutes during the scheduled TPAC meeting. Commenters may also email questions and feedback to [bret.martin@campo-nc.us](mailto:bret.martin@campo-nc.us) in advance of the meeting. Comments received before 9:00am will be summarized during the meeting and attached to the final meeting minutes.

### **TPAC ADMINISTRATIVE ITEMS**

- IV. **Meeting Minutes**  
(*Action Item: Ben Howell, TPAC Chair, 5 minutes*) **Attachment A**

**Requested Action:** Consider approval of the April 2021 draft TPAC meeting minutes.

### **PLANNING AND PROGRAMMING ITEMS**

- V. **FY 2022 Wake Transit Work Plan, Project Agreement Groupings and Reporting Deliverables**  
(*Action Item: Steven Schlossberg, GoTriangle – 15 minutes*) **Attachment B**

At the May TPAC meeting, GoTriangle staff will present the grouping of agreements for projects included in the recommended FY2022 Wake Transit Work Plan and will also review the reporting deliverables for each category of project covered by the agreements.

**Requested Action:** Consider recommending approval of the FY 2022 Recommended Wake Transit Work Plan project agreement groupings and reporting deliverables to the Wake Transit governing boards.

**VI. Policy Framework for Use of Wake Transit Funds to Acquire Real Property**  
(Action Item: Bret Martin, CAMPO, 20 minutes) **Attachment C**

CAMPO staff, in collaboration with the TPAC Planning & Prioritization Subcommittee, has been working over the past several months to develop a policy framework for the use of Wake Transit funds to acquire real property. The primary purpose of the policy framework is to clarify the requirements and responsibilities of Wake Transit Plan implementation project sponsors and assigned lead agencies for the following:

1. Submission of necessary information for the TPAC's review of requests for funding the acquisition and use of real property;
2. Maintenance and reporting of certain information and data for real property acquired with Wake Transit Tax Revenues;
3. Allowable methods for the disposal of and use of applicable proceeds for real property acquired with Wake Transit Tax Revenues; and
4. Methods for incorporating and institutionalizing this policy framework into program-level processes for Wake County Transit Plan implementation.

A draft of the Policy Framework for Use of Wake Transit Funds to Acquire Real Property is provided as Attachment C. At its April 27<sup>th</sup> regular meeting, the Planning & Prioritization Subcommittee unanimously recommended that the TPAC recommend approval of the draft to CAMPO and the GoTriangle Board of Trustees. At the TPAC's May 12<sup>th</sup> meeting, CAMPO staff will provide an overview of the scope and contents of the policy framework and will ask the TPAC to consider recommending its approval to the Wake Transit governing boards.

Requested Action: Consider recommending approval of the Policy Framework for Use of Wake Transit Funds to Acquire Real Property to the Wake Transit governing boards.

**VII. FY 2021 Project Progress and Expenditure Reviews**  
(Information Item: Bret Martin, CAMPO, 15 minutes) **Attachment D**

At its August 21, 2019, regular meeting, the TPAC endorsed a framework for Capital Area Metropolitan Planning Organization (CAMPO) staff to lead annual structured reviews of Wake Transit Work Plan project reporting deliverables for implementation elements allocated funding in previously approved/adopted Work Plans. It charged CAMPO staff with leading discussions on any recommended scope, funding, or schedule changes to existing or future programmed projects based on project progress and performance. Building from this framework, at its November 13, 2019, regular meeting, the TPAC endorsed an additional framework to be layered on top of the framework endorsed in August for structured reviews of project activity and expenditures. The intent of the additional framework was to bring more attention to project inactivity or to projects moving at a much slower pace than originally anticipated when they were initially included in an annual Wake Transit Work Plan. This additional framework also provided more clarity on specific projects toward which to focus the review and on steps that should be taken to recover project schedules or modify project funding allocations and scopes, if necessary.

Throughout the month of March in 2021, CAMPO staff, in cooperation with GoTriangle staff, facilitated calls with representatives of the City of Raleigh, Town of Cary, and GoTriangle to discuss project activity and associated expenditures for implementation elements that were allocated funding in prior fiscal year Wake Transit Work Plans. These project sponsors were the primary focus of the reviews because they are each recipients of funding for multiple Wake Transit-funded implementation elements as part of a larger program of projects they individually manage. CAMPO staff will present an overview of these reviews and the results thereof to the TPAC at its May 12<sup>th</sup> meeting. A summary memo/report of the FY 2021 Wake Transit Plan Implementation Project Progress and Expenditure Reviews is provided as Attachment D.

Requested Action: Receive as information.

## VIII. Subcommittee Report: Attachment E

Subcommittee meeting agendas and materials are posted online at, <https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-tpac/subcommittee>, at least 3 days in advance of scheduled meetings.

<b>Subcommittee</b>	<b>Budget &amp; Finance</b>	<b>Planning &amp; Prioritization</b>	<b>Community Engagement</b>
<b>Chair</b>	Steven Schlossberg, GoTriangle	David Walker, City of Raleigh	Andrea Epstein, City of Raleigh
<b>Vice Chair</b>	Shavon Tucker, City of Raleigh	Kevin Wyrauch, Town of Cary	Sharon Chavis, GoTriangle
<b>Next Meeting</b>	5/28 10-11:30am*	5/25, 1:30-3:30pm	5/27, 1:30-3:00pm

\*Adjusted schedule for the monthly meeting.

## IX. Other Business

Any new/old business items to discuss?

## X. Governing Board Activities

Previous:

- Both Wake Transit governing boards voted to adopt the FY2021-2030 Wake Transit Plan at their respective April meetings. Posted in the TPAC document library and soon on GoForward Webpages.

Upcoming:

- Consider adoption of the FY2022 Wake Transit Work Plan and associated agreement groupings and reporting deliverables
- Consider adoption of the Wake Transit Community Engagement Policy
- Consider adoption of the Policy Framework for Use of Wake Transit Funds to Acquire Real Property
- Consider adoption of the Wake Transit Art Funding Eligibility Policy
- Consider adoption of the update to the Wake Transit Financial Policies and Guidelines

## XI. Adjourn

The next TPAC meeting is scheduled for June 9, 2021.

**NOTICE:** There will not be a July TPAC meeting, so if you have an update or discussion item to bring before the TPAC, please let Stephanie know if you plan to present in June or in August.