

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

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

Meeting Minutes

I. Welcome and Introductions

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
City of Raleigh	Michael Moore	Town of Apex	Shannon Cox
Town of Holly Springs	Emmily Tiampati	RTP Foundation	Hank Graham
NCSU	Darcy Downs		

Voting Alternates

Town of Cary	Kevin Wyrauch	Town of Cary	Christine Sondej
CAMPO	Bret Martin	Town of Wake Forest	Dylan Bruchhaus
Town of Fuquay-Varina	Allyssa Stafford		

Other Alternates

City of Raleigh	David Walker	City of Raleigh	Het Patel
Town of Morrisville	Caleb Allred	City of Raleigh	Mila Vega
GoTriangle	Liz Raskopf	City of Raleigh	Andrea Epstein
GoTriangle	Steve Schlossberg	City of Raleigh	Shavon Tucker
Town of Apex	Allyson Coltrane	City of Raleigh	Eric Lamb
CAMPO	Bonnie Parker		

General Attendees (*= Guest Presenters)

TPAC Administrator	Stephanie Plancich	NCDOT	Bob Deaton
CAMPO	Evan Koff	GoTriangle	Burgetta Wheeler
CAMPO	Crystal Odum	GoTriangle	Katie Urban
City of Raleigh	Ryan Boivin	GoTriangle	David Jerrido
City of Raleigh	Meghan Finnegan	GoTriangle	Scott Thomas
City of Raleigh	Kristin Treadway	GoTriangle	Suzanne Clyburn
City of Raleigh	Matthew Van Hoeck	GoTriangle	Kim Johnson
City of Raleigh	Morgan Simmons	GoTriangle	Rocio Antelis
Town of Wake Forest	Brad West	GoTriangle	Nathan Kemp
Wake County	Ani Kerjilian	GoTriangle	Inez Nicholson
Wake Up Wake County	Nathan Spencer	GoTriangle	Jenny Green
RTP Foundation	Ayden Cohen	GoTriangle	Richard Major
HDR Inc.	Bill Gilmore	HNTB Inc.	Mark Huffer
HDR Inc.	Jorge Luna		

Note: The presentation was uploaded to the CAMPO website the morning of the meeting. The complete slide deck has now been saved along with the meeting agenda and attachments at:

<https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-pac/archives>.

II. **Adjustments to the Agenda** - None

III. **General Public or Agency Comment** –

Nathan Spencer: Reviewed the Art Funding Eligibility Policy. WakeUp Wake County is cognizant that money is limited, but there is a growing understanding that art in infrastructure is important for bringing communities together, connecting community members, driving sense of place, fostering inclusiveness and other benefits. The organization supports not putting limits on art spending and instead looking at our projects from a need and impact perspective with an eye toward effectively building community buy-in through art enhancements. Branding and selected designs should be unique to the communities the projects serve and within which they are located. What may work well in downtown Raleigh may not be appreciated the same way in outlying communities.

On the topic of engagement, Nathan asks that Wake Transit partners do better in reaching traditionally underserved populations when they conduct outreach and communication activities. WakeUp Wake County would like to see more comment coming from target populations in our engagement summary reports.

IV. **Wake Bus Plan Update: Scope and Schedule**

(Information item: Jennifer Green, GoTriangle, 20 minutes) Attachment A

Jenny Green discussed the purpose and intended outcomes of the Wake Bus Plan update process, noting that the goal is to have an adopted plan in October 2022 to inform project funding decisions for the FY2024 Work Plan development process.

The draft scope was developed with input from the TPAC Planning & Prioritization Subcommittee, and a few additional comments were submitted by CAMPO and the City of Raleigh that will be incorporated into the final scope document.

Development of FY24-27 short-range investment plans for the four (4) transit providers in Wake County will be completed as part of this greater planning effort. GoTriangle is also completing the Durham Bus Plan Update and short-range plans for GoDurham and GoDurham Access while the Wake County Bus Plan Update is being developed.

Other deliverables of the update process include a regional service assessment, access to transit gap analysis, a public engagement plan, and if needed, adjustments to the adopted project prioritization policy and service guidelines and performance measures. The addition of the access to transit gap analysis was recommended by CAMPO in direct response to comments often received from stakeholders and community members that adding to and enhancing the transit system, like adding new services and stops is great, but if people cannot safely, efficiently and realistically get to them or get to where they need to go on the other end of a route, they will not use it. The study will identify locations where there is an opportunity to improve access and make recommendations for the type of improvement needed.

The bus plan update is expected to be under contract with Nelson-Nygaard, using the on-call list of transit planning consultants, by end of June. Negotiations are currently underway. Once the consultant contract is executed, an outreach subcommittee will be developed to help better define the specific methods, strategies and schedule of planned engagement activities. GoTriangle will look for support from providers and other TPAC partners to meet engagement objectives at major milestones in the planning process.

Jenny anticipates bringing a fully defined structure for stakeholder involvement to the TPAC for endorsement at the next meeting. It will include how a project management team, Core Technical Team, the outreach team, a steering committee and the TPAC will all work together to support the project.

Discussion: TPAC members asked if Nelson-Nygaard is going to be working on Wake and Durham plans at the same time, and if so, how will work and expenditures for Wake be separated and will there be separate Core Technical Teams and steering committees developed for both?

Jenny Green responded that Nelson-Nygaard will be supporting both efforts, and coordination where possible is anticipated especially for the more regional projects, but both efforts could stand alone if necessary.

TPAC members expressed a desire to ensure that one planning process will not be held up by the other and members expressed support for completing the access to transit analysis as part of the project scope.

TPAC members asked how Community Funding Area Program (CFAP) participants will be included in the planning process. Jenny responded that, in the initial Bus Plan development process, the smaller municipalities were represented by a standing Core Technical Team (CTT) member. Depending on the needs and desire of the CFA communities during this effort, GoTriangle can build in regular participation as members of the steering committee and/or the CTT.

TPAC members requested that the scope be edited to include a requirement for the consultant team to host meetings to provide updates to CFA program municipalities. They expressed a desire to see this built into the process early and not leave it to the staff to cover down the road.

Some TPAC members noted some possible duplication of effort with the equity analysis section of the scope with efforts being undertaken by CAMPO LAPP staff and other participants. It was suggested that GoTriangle staff get in touch with Gretchen at CAMPO to understand what LAPP is doing before we finalize our task expectations. Jenny mentioned that she would reach out for information on the LAPP-related effort and will update the scope as needed.

TPAC members requested to have the access to transit finding published by municipality/provider, so that local governments can view specific needs in their communities and potentially work toward addressing issues outside of the Wake Transit program or can develop funding request applications through the CFAP and Work Plan call for projects processes. Jenny mentioned that she can ensure results are published and/or can be sorted by municipality and will add this direction in the scope.

TPAC members asked about what/how the corridors listed in Appendix A were selected, noting the list doesn't appear to be complete. Jenny noted that if anyone would like more details on the list or would like to discuss it, they could call her directly. It will take more time than allotted on this agenda.

TPAC members requested that Jenny bring back a more fully fleshed out stakeholder engagement plan and decision-making structure to the TPAC in August. They would like to see the meeting schedule, purpose, expectations of members, etc. of the CTT and understand how the CTT will interact with the other teams being considered for the development process. In other words, they want to see details about the composition and expectations of the workgroups. Jenny mentioned that she will bring it in August.

Jenny asked for all additional comments to be submitted to her via email by end of day, Friday, 6/11. She noted that adding a major deliverable at this time would be difficult but refining the scope to better reflect needs and improve clarity is welcome.

Received as information.

V. FY2022 Wake Transit Work Plan Public Engagement Summary Report
(Information Item: Liz Raskopf, GoTriangle, 10 minutes) **Attachment B**

Liz Raskopf shared an engagement summary for the FY22 Wake Transit Plan Update with the TPAC. The comment period for draft Work Plan ran February 19-March 21, and the comment period for the recommended Work Plan ran April 28-May 27.

GoTriangle used geotargeting to reach underrepresented groups and presented the methods used and types of outreach conducted by the engagement team.

TPAC members asked about the results of the engagement process. They indicated that hearing about the engagement work is fine, but they needed to know the results, what comments came in, and how were they used. Liz noted that the nature of the Work Plan is highly technical. Staff hears from partners and the community that they'd like to have the info broken down in a more easily comprehensive way. Would need to explore options to do that in the future. Liz passed the floor to Bret to provide input on the comments received and their impact on the recommended Work Plan.

Bret stated that we got a lot of comments in the draft comment period. One recurring theme on a specific issue was the request to pilot a free fare program on the weekends in the next fiscal year. These comments did not change the Work Plan, but they did lead to conversations about opportunities to implement continued suspension of fares into FY 22 with another funding source. This resulted in the recipients of the American Rescue Plan Act funding coming together to use a portion of the relief funds received to offer suspended fares systemwide for the entirety of FY2022 (July 1, 2021-June 30, 2022). This is a great example of community input leading to a change in plans and how well our partners were able to come together and work together to quickly make such an action a reality.

Other comments were received and resulted in minor modifications. The major changes between the draft and recommended Work Plans came from partner comments and the results of additional program review efforts.

Received as information.

VI. Wake Transit Art Funding Eligibility Policy – Overview and Next Steps
(Information item: Meghan Finnegan, City of Raleigh, 15 minutes) Attachment C

In January, Raleigh took over coordination of the Art + Culture Workgroup to inform the development of a draft Art Funding Eligibility Policy. Meghan shared a presentation highlighting the purpose and benefits of arts in transit programs, with a focus on the major components of the policy draft.

TPAC members and other meeting attendees expressed a lot of support for including art in Wake Transit projects as our financial constraints allow. They noted that adding art and cultural elements goes a long way toward establishing and supporting community identity.

TPAC members asked if we compared our funding strategy with those established in peer reviewed plans to ensure that our policy is adequate for common policy uses. Meghan stated that they looked at many local and national art implementation programs and, while our draft policy is unique as an eligibility policy, we did use the guidelines of other plans as the basis for establishing our guidelines. Also, we had a lot of input from the workgroup, which was made up of planners, artists and art representatives in our community. The ranges and funding maximums met their expectations.

The TPAC asked if there are defined standards or art type guidance that will determine what type of art is allowed. For example, one sample image shown in the presentation was of functional art, a painted wayfinding sign on the sidewalk. Meghan responded that art installations can be simple or complex, with some focusing on wayfinding and others celebrating history, culture, or innovation. The policy does not specify what types of art will be allowed. Instead, it allows flexibility for project sponsors to select the right type or combination of art elements for their unique project.

TPAC members wanted to clarify that adding public information stations or signage wouldn't count against a limited art allowance for a project. Meghan responded that the basic required components for each art funding-eligible project will be met, as always, with general Wake Transit funds. However, if the project sponsor wants to elevate its lighting, or handrails, or signage with art, the cost of those upgrades would come from their art funding allocation.

Several members had submitted feedback to the planning team for consideration between draft and recommended versions. Some TPAC members expressed not being fully comfortable with the policy moving forward at all. The main concern is that we are already facing a financial shortfall through FY2030 and adding art as an allowable expense would add pressure on the limited budget and potentially result in having to push planned projects out into later years. Before any vote to adopt the policy occurs, the TPAC members would like to be able to discuss questions on the policy as drafted and talk through potential program impacts of it.

Meghan responded by stating that we will be discussing comments and needed changes to the policy at the Budget & Finance Subcommittee meeting on June 17th. We will discuss all comments prior to holding a vote to create a final draft. All TPAC members are invited to attend the subcommittee meeting to further discuss this and other issues on that agenda.

A more thorough discussion of the impacts of the policy and on whether the TPAC wants to move it forward at this time will occur at the August TPAC meeting.

It was noted by CAMPO staff that, in its opinion, the scope, as narrow as it is, is appropriate for this policy and meets the need that the group was asked to evaluate and address. There are several discussion points that CAMPO staff raised, including:

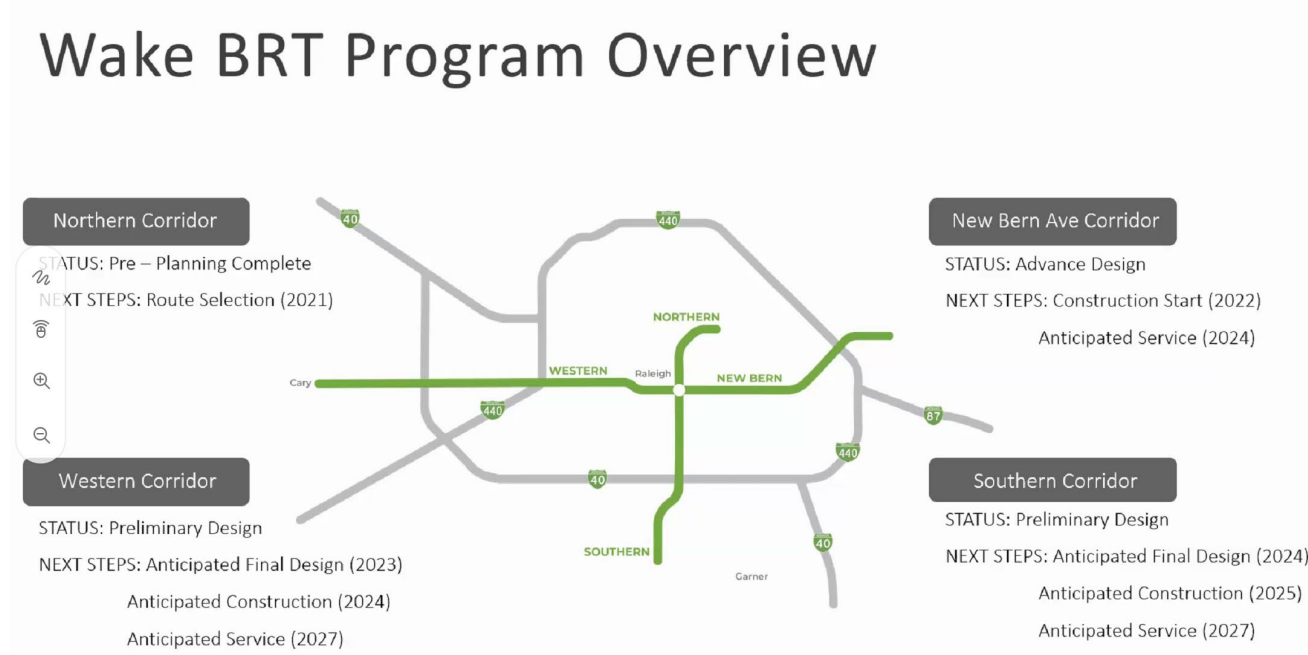
- A. Focusing on the larger, more visible project types in this policy makes the most sense because we do not have funding available for adding art to a wider list of project types.
- B. State law doesn't expressly allow for art expenses with our revenue funds, but it doesn't specifically exclude it. We should have a legal review of the draft before it moves further in the planning process.
- C. Art expenditures were not something requested by the community during engagement efforts. They tend to focus on more services, better access, more comforts and opportunities, and faster and more reliable service. Need to be careful about balancing what the community is asking for against the potential benefits of art.
- D. By expanding the range of projects open to art funding eligibility, we could be opening us up to Title VI concerns. This too should be reviewed to ensure we are moving forward in an appropriate manner.

TPAC members asked if legal counsel has been retained to review the draft policy for legality noting that the City of Raleigh recently developed a similar policy to use bond funds and ran it through its attorney's office to determine if what they were planning met regulations/policies. TPAC members expressed an expectation that this issue be addressed before they consider recommending adoption.

Received as information.

VII. Wake BRT Program Update
(Information item: Mila Vega, City of Raleigh, 15 minutes)

Mila and Het, from the City of Raleigh, provided an update of the progress to develop the four core Wake BRT corridors.



The New Bern, Western and Southern corridors will soon be or are already in the pipeline for federal grant funding consideration. The Northern corridor has seen significant change in its intended service area. The City of Raleigh will be conducting additional study to determine logical termini and then will rescope the project to study further.

Station design has been a recent focus for the Wake BRT program. Sample station designs and a copy of the community feedback opportunity include:

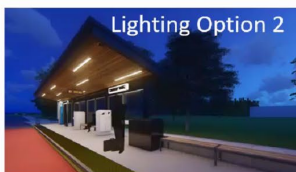
Wake BRT Station Design



Station Amenities

- Seating
- Weather protection
- ADA accessible boarding
- Digital signage
- Trash & recycling
- Real time arrival informat
- Off – board ticketing
- Emergency phone
- Art integration
- USB Outlets for Charging

Wake BRT Station Design *Feedback Opportunity*



Wake BRT Art in Residence program – Presented by Het Patel.

The City hired a full-time artist, Dare Coulter, to lead art incorporation efforts for the City. She has held a number of meetings to kick off and move art discussion for the New Bern Avenue BRT corridor forward. Branding efforts began in Summer 2020, and a final branding package can be expected to start in production in Summer 2021.

The spring open-house events are closed, but the site is still active for community members and partners to visit and see the various surveys that were conducted.

Locally Preferred Alternative selection for the Southern corridor is expected to be finalized by the end of June with CAMPO action and then submission to FTA. The City will then move on to advance preliminary design and cost estimating tasks.

Northern considerations include extension to Triangle Town Center and North Hills. The City will begin a major investment study and alternatives analysis for the Northern Corridor in fall 2021 using Wake Transit funds allocated for the project. The result of the study will be developing termini recommendations and developing an implementation plan.

TPAC members asked if solar integration is planned in the station design. Is that something planned for now or will it be added in the future. Mila responded that stations are being designed as “Solar Ready,” but there is no funding identified at this time to add solar panels. Even once solar is activated, stations will continue to be connected to the grid as a back-up to solar to ensure that the functions and features at the station will continue to run in the case of a solar failure, low charge, or maintenance situation.

TPAC members asked if there an engagement summary report for all of the Spring activities? Mila mentioned that it would be coming soon – Efforts just ended in the last couple of weeks. Staff is working with the consultant teams to pull the information together.

Received as information.

VIII. **Subcommittee Report: Attachment D**

Subcommittee	Budget & Finance	Planning & Prioritization	Community Engagement
Chair	Steven Schlossberg, GoTriangle	David Walker, City of Raleigh	Andrea Epstein, City of Raleigh
Vice Chair	Shavon Tucker, City of Raleigh	Kevin Wyrauch, Town of Cary	Vacant*
Next Meeting	6/17, 1:30-3:00pm	6/22, 1:30-3:30pm	6/24, 1:30-3:00pm

*Nominations for the CE Subcommittee’s Vice Chair position opened on May 27th. The subcommittee members will hold an election for the position at their June 24th, 2021 regular meeting. Election results will be presented to the TPAC for confirmation in August.

IX. **Other Business**

TPAC Meeting Structure Update: All TPAC and TPAC subcommittee meetings will remain virtual through the end of the calendar year. Through the fall months, as we develop the next year’s TPAC meeting schedule, we will discuss options for hybrid and/or in-person options in 2022.

The TPAC’s 5th Birthday was acknowledged. The 1st TPAC meeting was held on June 20th, 2016. There are 12 current members have been here from the start. We thank each of them for their ongoing commitment to Wake Transit and the TPAC.



Happy 5th Birthday: 1st TPAC meeting was held June 20th, 2016. A special thank you to those who have been here from the beginning.

- Tim Gardiner
- Tim Maloney
- Sandra Freeman
- Shelby Powell
- Chris Lukasina
- David Eatman
- Christine Sondej
- Shannon Cox
- Ben Howell
- Jason Brown
- Bret Martin
- Eric Lamb

X. **Governing Board Activities**

Previous:

- Both Wake Transit governing boards voted to adopt the FYs 2021-2030 Wake Transit Plan Update at their April meetings. It is now posted in the TPAC document library and at: <https://goforwardnc.org/county/wake-county/the-plan/>.

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**

No July TPAC or subcommittee meetings.
The next regular meeting is scheduled for August 11, 2021.