

WAKE TRANSIT PLAN

Transit Planning Advisory Committee

TPAC REGULAR MEETING

September 15, 2021

9:30 AM

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

I. Welcome and Introductions

Gaby Lawlor, TPAC Vice Chair

II. Adjustments to the Agenda

Gaby Lawlor, TPAC Vice Chair

III. General Public or Agency Comment

Gaby Lawlor, TPAC Vice Chair

IV. Approve TPAC Meeting Minutes

Attachment A

Requested Action:

Consider approval of the
August 2021 draft TPAC meeting minutes

Gaby Lawlor, TPAC Vice Chair

V. Election of TPAC Chair/Vice Chair

Requested Action:

Nominate and elect a TPAC Chair/Vice Chair to serve for the remainder of the 2021 term.

Stephanie Plancich, TPAC Administrator

VI. FY2023 Wake Transit Work Plan Kickoff

Attachment B & C

Bret Martin, CAMPO & Steve Schlossberg, GoTriangle

FY 2023 Work Plan Development Schedule-Important Dates

ACTION	DATE
Kickoff at September TPAC Meeting	September 8, 2021
Work Plan Funding Requests Due	October 15, 2021
Planning & Prioritization/Budget and Finance Subcommittees Discussion on Inclusion of Projects in Draft Work Plan	October 26, 2021 – December 17, 2021
TPAC Considers Draft Work Plan for Public Release	February 9, 2022
30-Day Public Comment Period	February 14 – March 16, 2022
Updated/Modified Work Plan Funding Requests Due	March 25, 2022
Planning & Prioritization/Budget and Finance Subcommittees Discussion on Changes to Draft Work Plan	Week of March 28, 2022
TPAC Considers Recommending Work Plan for Adoption	April 20, 2022
Joint CAMPO/GoTriangle 30-Day Public Comment Period	April 29 – May 29, 2022
CAMPO and GoTriangle Boards Consider Work Plan Adoption	By June 2022

Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint site for Wake Transit. The main content area displays a list of folders for work plan development from FY 2019 to FY 2023. The 'FY 2023 Work Plan Development' folder is highlighted with a blue dashed circle. The left navigation pane also has 'Wake Transit Work Pl...' circled in blue.

Name	Modified	Modified By
FY 2019 Work Plan Development	August 1, 2018	Nicole Kreiser
FY 2020 Work Plan Development	August 1, 2018	Nicole Kreiser
FY 2021 Work Plan Development	August 6, 2019	Steven Schlossberg
FY 2022 Work Plan Development	September 22, 2020	Steven Schlossberg
FY 2023 Work Plan Development	August 24	Priscilla Bond

Important Notes for Submission of Funding Requests

- **Verification of Base Budget Amounts for Carryover Projects (In Sharepoint)**
 - **Review Amount Programmed for Operating Projects in FY 2023**
 - **If Less, Indicate in Base Budget Spreadsheet**
 - **If More, Complete Work Plan Project Funding Request Form**

- **Verify Base Scopes of Work for Carryover Projects (In Sharepoint)**
 - **If Scope of Project Will Not Change → No Action**
 - **If Scope of Project Will Change → Complete Work Plan Project Funding Request Form**

- **Also Complete Work Plan Project Funding Request Form for:**
 - **Any Projects Programmed for FY 2023 in Adopted FY 2022 Work Plan**
 - **Completely New Projects**

Important Notes for Submission of Funding Requests

Wake Transit

Wake Transit

Search

+ New Upload Edit in grid view Share Copy link Sync Download Export to Excel All Documents

Wake Transit Work Plan Requests > FY 2023 Work Plan Development

Name	Modified	Modified By	+ Add column
FY 2023 Base Budgets	August 24	Priscilla Bond	
FY 2023 Draft Work Plan Requests	August 24	Priscilla Bond	
FY 2023 Recommended Work Plan Requests	August 24	Priscilla Bond	

Home
Group Calendar
TPAC - Agendas and ...
TPAC - Planning and P...
TPAC - Budget and Fin...
TPAC - Process
TPAC - Bylaws
TPAC - Membership
TPAC - Sub-committee...
Non-supplantation
Wake Transit Work Pl...
Wake Transit Reporting

Type here to search

83°F 4:03 PM 9/1/2021

Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint document library titled "Wake Transit Work Plan Requests > FY 2023 Work Plan Development > FY 2023 Base Budgets". The library contains a list of folders, each representing a location. The folders are: Apex, CAMPO, Cary, Fuquay Varina, Garner, GoTriangle, Holly Springs, Knightdale, Morrisville, and Raleigh. Each folder is listed with a modification date of August 24 and a modified by user of Priscilla Bond. The interface includes a search bar, navigation pane, and various action buttons like "New", "Upload", "Share", and "Download".

Name	Modified	Modified By
Apex	August 24	Priscilla Bond
CAMPO	August 24	Priscilla Bond
Cary	August 24	Priscilla Bond
Fuquay Varina	August 24	Priscilla Bond
Garner	August 24	Priscilla Bond
GoTriangle	August 24	Priscilla Bond
Holly Springs	August 24	Priscilla Bond
Knightdale	August 24	Priscilla Bond
Morrisville	August 24	Priscilla Bond
Raleigh	August 24	Priscilla Bond

Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint document library for 'Wake Transit'. The breadcrumb path is 'Wake Transit Work Plan Requests > FY 2023 Work Plan Development > FY 2023 Draft Work Plan Requests'. The table below lists the contents of the library:

Name	Modified	Modified By
FY 2023 Work Plan Project Funding Request Form - FINAL.xlsx	A few seconds ago	Bret Martin
Apex	August 24	Priscilla Bond
CAMPO	August 24	Priscilla Bond
Cary	August 24	Priscilla Bond
Fuquay Varina	August 24	Priscilla Bond
Garner	August 24	Priscilla Bond
GoTriangle	August 24	Priscilla Bond
Holly Springs	August 24	Priscilla Bond
Knightdale	August 24	Priscilla Bond
Morrisville	August 24	Priscilla Bond

Important Notes for Submission of Funding Requests

FY 2023 Work Plan Project Request Form - Draft

File Home Insert Draw Page Layout Formulas Data Review View Help Acrobat

Default

Keep Exit New Options

Normal Page Break Preview Page Layout Custom Views

Workbook Views

Ruler Formula Bar

Gridlines Headings

Show

Zoom 100% Zoom to Selection

New Window Arrange All Freeze Panes

Split Hide Unhide

View Side by Side Synchronous Scrolling Reset Window Position

Switch Windows

Macros

Share Comments

H9 Cumulative

REQUEST #	FY 2023 Wake Transit Work Plan Request Form Operating and/or Capital			FY START DATE	
				Jul	2022
				Total Project Cost	
				\$	-
Project Name	Requesting Agency	Project Contact	Wake Transit Estimated Operating Cost		
			Base Year	\$	-
			FY 2024	\$	-
			Cumulative	\$	-
Estimated Start Date	Estimated Completion	Notes	Wake Transit Estimated Capital Cost		
			Base Year	\$	-
			Cumulative	\$	-
Project Description/Scope	Enter below a summary of the project that may later be used to inform the project scope in the FY 2023 Work Plan.				
Project Justification / Business Case	Provide responses to EACH of the questions below. Answer the questions as thoroughly as possible. Enter Not Applicable (N/A) as appropriate.				
1. Is this a New Project, Scope Change or Financial Change?	New <input type="checkbox"/> Scope <input type="checkbox"/> Financial <input type="checkbox"/>				
	TC002-C Bus Stop Improvements				

Ready

Type here to search

82°F 4:13 PM 9/1/2021

Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint page for 'Wake Transit' with the following breadcrumb: Wake Transit Work Plan Requests > FY 2023 Work Plan Development > FY 2023 Draft Work Plan Requests. A table lists folders for various locations, with a blue arrow pointing to the 'Cary' folder.

Name	Modified	Modified By
Apex	August 24	Priscilla Bond
CAMPO	August 24	Priscilla Bond
Cary	August 24	Priscilla Bond
Fuquay Varina	August 24	Priscilla Bond
Garner	August 24	Priscilla Bond
GoTriangle	August 24	Priscilla Bond
Holly Springs	August 24	Priscilla Bond
Knightdale	August 24	Priscilla Bond
Morrisville	August 24	Priscilla Bond
Raleigh	August 24	Priscilla Bond

Important Notes for Submission of Funding Requests

WAKE COUNTY Office 365

Wake Transit

Wake Transit

Search

Home

Group Calendar

TPAC - Agendas and ...

TPAC - Planning and P...

TPAC - Budget and Fin...

TPAC - Process

TPAC - Bylaws

TPAC - Membership

TPAC - Sub-committee...

Non-supplantation

Wake Transit Work Pl...

Wake Transit Reporting

Wake Transit Work Plan Requests > FY 2023 Work Plan Development > FY 2023 Draft Work Plan Requests > Cary

Name Modified Modified By + Add column

Drag files here

Type here to search

82°F 4:21 PM 9/1/2021

Important Notes for Submission of Funding Requests

WAKE COUNTY Office 365

Wake Transit

Wake Transit

Search

+ New Upload Edit in grid view Share Copy link Sync Download Export to Excel All Documents

Wake Transit Work Plan Requests > FY 2023 Work Plan Development > FY 2023 Draft Work Plan Requests > Cary

Name	Modified	Modified By	+ Add column
Supporting Documentation	A few seconds ago	Bret Martin	

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Non-supplantation
Wake Transit Work Pl...
Wake Transit Reporting

Type here to search

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Important Notes for Submission of Funding Requests

- **Local Planning Funding Requests → Refer to TPAC-Endorsed ‘Guidelines for Eligibility of Wake Transit Funding for Locally Administered Planning Efforts’**
- **Real Property Acquisition Funding Requests → Refer to Policy Framework for Use of Wake Transit Funds to Acquire Real Property**
- **Art Integration Funding Requests → Answer the questions provided on the form**
- **Helpful to Reevaluate Programmed Amounts and Projects to Look for Potential Reductions in Budgeted Amounts and to Be Realistic with Project Schedules**
- **Much Easier to Consider Annual Work Plan Requests on Work Plan Development Cycle Than to Consider Interim Work Plan Amendments**

Think and Plan Ahead!!!!

Wake Transit Work Plan – Budget Kick Off Reminders

- **This is the starting point for the FY23 Work Plan Process**

The FY23 Fiscal Year runs from July 1,2022 – June 30,2023

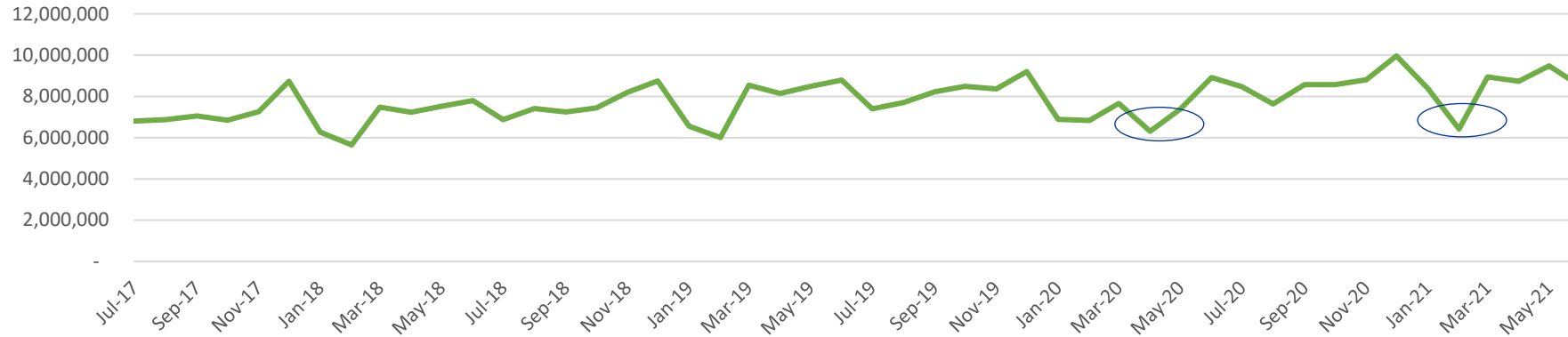
- Current baseline is modeled in accordance with the Wake Transit Financial Policies and Guidelines, amended in 2021, in accordance with the Transit Governance ILA.
- Revenues are still being determined using trend analysis and the most updated data.
- Includes investments from the Adopted Wake Transit Vision Plan.
- Project requests, updated revenue assumptions, additional refinement from the Greater Triangle Commuter Rail Project Update of Alternatives Analysis and further studies and TPAC deliberation will inform FY 2023 Draft Wake Transit Work Plan.
- Additional agency, stakeholder, and public comment will then be used to produce FY 2023 Recommended Work Plan.



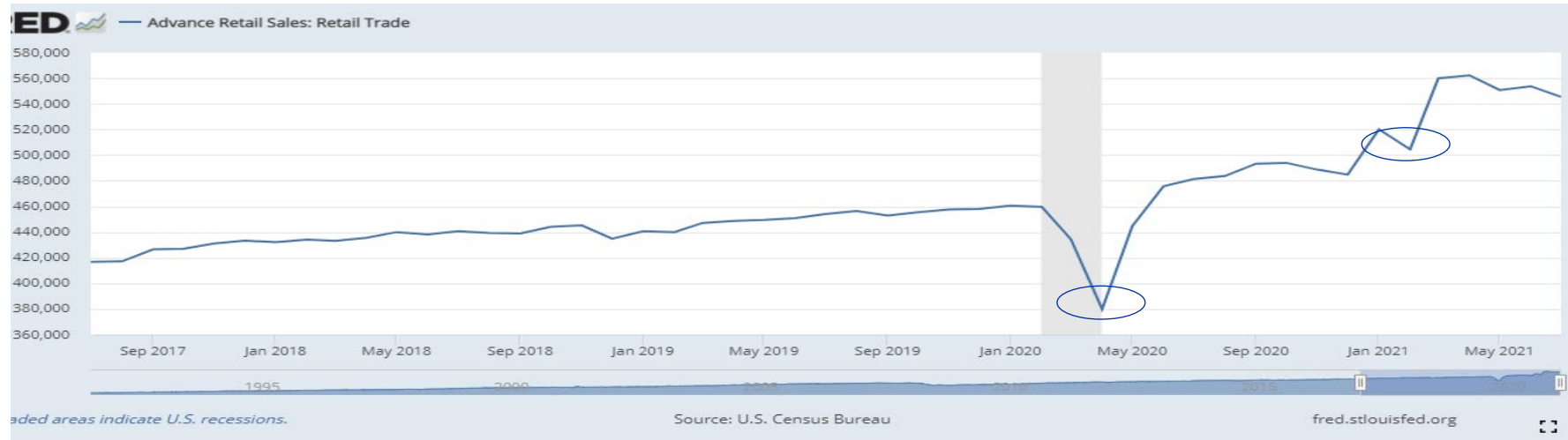
GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

Wake Transit Work Plan – Half-Cent Sales Tax

Wake Transit - Article 43 Trend



Federal Reserve Economic Data – Retail Sales (excl. Food)



Wake Transit Work Plan – FY23 Modeled Revenues

(in millions)

FY23 MODELED Tax District Revenues

Local

½ Cent Local Option Sales Tax (4%) 101,920

Vehicle Rental Tax (2.5%) 2,917

\$7.00 Vehicle Registration Tax (2%) 6,803

\$3.00 Vehicle Registration Tax (2%) 2,870

Subtotal Local: 114,511

Federal 3,497

State -

Farebox 521

Debt Proceeds 63,126

Prior Year Funds (Capital Liquidity) 44,415

Total FY 2023 Modeled Sources 226,070

FY21 Actual Estimated – 10% increase over FY20

FY22 Adopted - \$110.3M

FY22 Adopted - \$155.4M



Wake Transit Work Plan – FY23 Modeled Expenditures

(in millions)

FY23 MODELED Tax District Operating Expenditures

Bus Operations*	26,807	} FY22 Adopted - \$20.5M FY22 Adopted - \$1.8M (Operating and Capital) FY22 Adopted - \$5.2M
Community Funding Areas	1,565	
Transit Plan/Tax District Administration	5,116	
Other Operating	750	
Cost of Issuance, DSRF, Debt Service	<u>10,146</u>	
Total FY 2023 Modeled Operating	\$44,384	

- - Bus Operations includes Fixed Route / ADA / Maintenance of Facilities, etc.
- - Community Funding Area excludes FY22 Reserve Funds

Wake Transit Work Plan – FY23 Modeled Expenditures

(in millions)

FY 2023 Modeled Tax District Capital Expenditures

Programmed Projects

Maintenance Facility	\$ 22,280
Transit Center/Transfer Point Improvements	28,368
Park-and-Ride Improvements	6,940
Bus Stop Improvements	4,411
Technology	2,163

GoR/GoW ADA Facility
GoT: Regional Transit Facility

Total Bus Infrastructure	\$ 64,162
Bus Rapid Transit	\$ 169,600
Commuter Rail	61,334
Bus Acquisition	5,371
Capital Planning	-
Total Projects Modeled (excl. Bus Infrastructure)	\$ 236,305

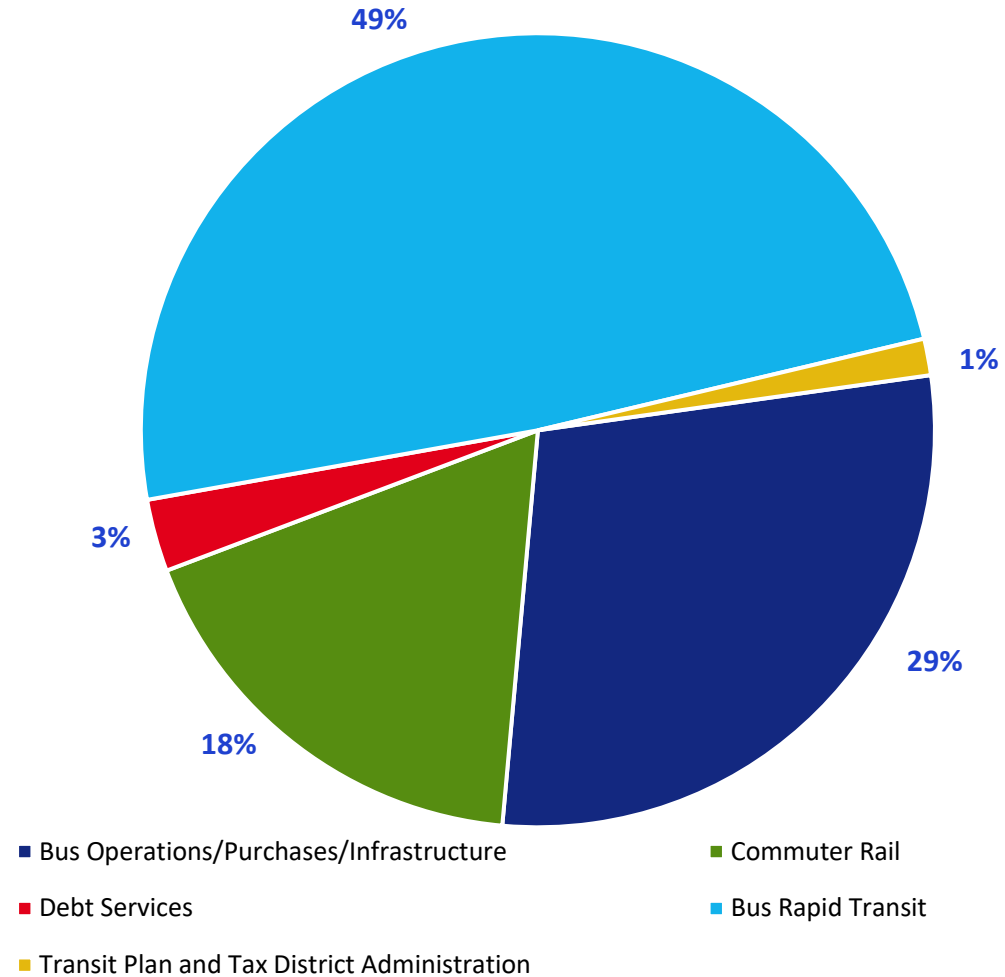
Wake BRT: Western

Total Capital \$ 300,467

Above to be finalized with BRT/CRT Timeline(s) and Project sponsor submissions



Wake Transit Work Plan – FY23 Modeled Expenditures



Wake Transit Work Plan – FY23 Modeled Expenditures

Key Assumptions - Operating Expenses

- All FY22 projects show FY23 programmed costs per FY22 Adopted Transit Plan
 - Agency is encouraged to revisit base for savings
 - Base budget information located in SharePoint
- Includes preliminary FY21 Actuals
- Bus Operations, ADA, Community Funding Areas, and Maintenance Preliminary Amounts from Adopted Wake Transit Vision Plan
- Annualized FY 2022 Transit Plan / Tax District Administration
- Includes debt service, debt service reserve, and cost of issuance

Wake Transit Work Plan - Follow-up / Wrap-up

Follow-up

Work Plan Request Forms – Due 10/15/21

Further discussions in regards to BRT / CRT timeframes and costs

Continue coordination on Grant Funding with partners – 5307, LAPP & Other

Continue Updating Assumptions for FY2023 Draft Work Plan

Incorporate updated farebox / COVID impact

Debt assumptions based on new major capital project cost curves

Key Point

Just the Beginning. Numbers and projects will change.

VI. FY2023 Wake Transit Work Plan Kickoff

Requested Action:
Receive as Information

VII. Wake Transit Staff Resources Overview for CAMPO

Attachment D

Bret Martin, CAMPO

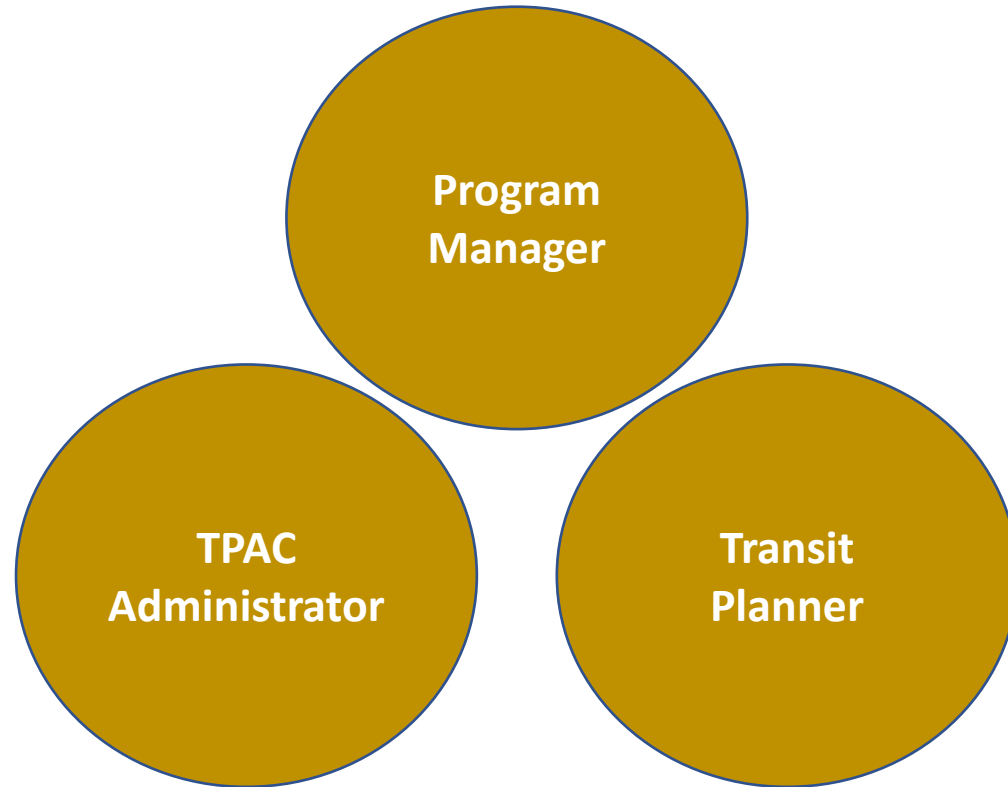
TPAC/Governing Board-Assigned CAMPO Wake Transit Responsibilities

- **Creation/Compilation/Maintenance of Work Plans, Including Amendments**
- **Creation/Maintenance of CIP and MYOP**
- **Creation of Elements of Bus Plan and Updates and Fixed Guideway Investment Studies**
- **Creation/Maintenance of Community Funding Area Program (CFAP) PMP**
- **Ongoing CFAP Administration**
- **Technical Assistance for CFAP-eligible Applicants**
- **Creation/Ongoing Administration of Project Prioritization Policy**
- **Designation of Project Sponsors**
- **Leading Ongoing Updates to the Wake County Transit Plan (i.e., every 4 years)**
- **Creation/Ongoing Administration of Major Capital Project Concurrence Framework**
- **TPAC Staffing and Administration**
- **Leading Annual Bus Service Performance Evaluation**
- **Leading Annual Project Progress and Expenditure Evaluation Reviews**
- **Real Estate Policy**
- **Develop/Maintain Wake Transit Performance Tracker**
- **Develop/Administer Wake Transit Art Funding Eligibility Policy**

Additional CAMPO Wake Transit Responsibilities

- **Considering Locally Preferred Alternatives (LPAs) for Regionally Significant Projects**
- **Serving on Wake Transit-Funded Project-Level Technical Teams and Committees**
- **Incorporation of Wake Transit Projects into MTP and TIP**
- **Coordination of Project Funding Among Multiple Revenue Sources (Wake Transit Funds, LAPP, Section 5310, etc.)**

Existing CAMPO Wake Transit Staff Resources



Transit Planner Responsibilities

- **Community Funding Area Program Management**
- **Provide Technical Planning Assistance to CFAP-eligible Entities**
- **Maintain Wake Transit Work Plan Database**
- **Support Annual Work Plan Development**
- **Provide Technical Analyses and Support for Studies and Plans Led By CAMPO**
- **Bus Service Performance Evaluation**
- **Build and Provide Ongoing Maintenance for Performance Tracker**
- **Serve on Wake Transit-funded Project-level Technical Teams**
- **Coordination of Project Funding Among Multiple Sources**

TPAC Administrator Responsibilities

- **Ongoing Staffing and Administration of the TPAC's Business**
- **Ongoing Coordination with Lead Agencies' Interactions with the TPAC and Subcommittees**
- **Lead or Support Engagement Activities for CAMPO-led Studies and Plans (i.e., BRT Extensions Study, Transit Plan Update)**
- **Development of and Ongoing Maintenance for Performance Tracker**
- **Development of Art Funding Eligibility Policy**

Program Manager Responsibilities

- **Lead Creation of Annual Work Plans and Process to Consider Amendments**
- **Develop and Maintain CIP and MYOP**
- **Lead Development of Wake Transit Program-Level Policies**
- **Manage Plans and Studies Led By CAMPO (i.e., Transit Plan Update, BRT Extensions Study)**
- **Support Annual Work Plan Development**
- **Create/Maintain/Administer Project Prioritization Policy**
- **Create/Administer Concurrence Framework**
- **Provide Technical Assistance to Project Sponsors**
- **Lead Annual Project Progress and Expenditure Reviews**
- **Serve on Wake Transit-funded Project-level Technical Teams**
- **Coordination of Project Funding Among Multiple Sources**
- **Lead Consideration of Project LPAs**
- **Incorporate Wake Transit Projects into TIP and MTP**
- **Supervise and Provide Support to Other Staff**

VII. Wake Transit Staff Resources Overview for CAMPO

Requested Action:
Receive as Information

VIII. Wake Bus Plan Update: Formation of Teams

Attachment E

Jenny Green, GoTriangle



Formation of Wake Bus Plan Teams

Wake Bus Plan Update

September 15, 2021

Transit Planning Advisory Committee

Overview of Teams

- GoTriangle is lead agency
- Three teams will support the development of the Wake Bus Plan project deliverables

Core Technical Team (CTT)

- Guides the development of the technical aspects
- Examples:
 - Market analysis
 - Route alignments
 - Prioritization
 - Service standards

Engagement Team (ET)

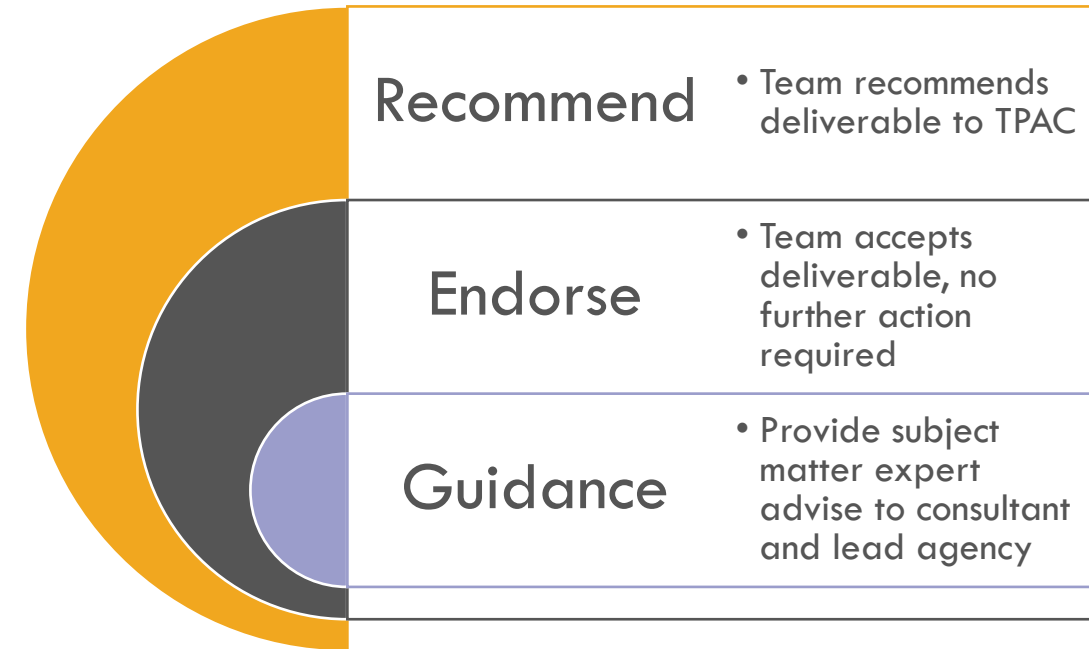
- Guides the creation of engagement plans, strategies, and materials
- Examples:
 - Engagement plan
 - Brochures
 - Yard signs

Stakeholder Team (ST)

- Planning and engagement staff from municipal and major institutional partners
- Guide the development of the plan deliverables

Responsibilities

- Recommend these deliverables to TPAC
 - Service standards
 - Prioritization policy
 - Access to Transit Gap Analysis Report
 - Final Bus Plan
- Other minor deliverables or sub-deliverables will be endorsed or developed with guidance of teams



Expectations of Team Members

- Decisions will be made by consensus with the goal that all member agencies can support the final decision.
- Monthly meetings on 2nd Thursday
 - 9:00 am for engagement team
 - 10:00 am for stakeholder and technical team
 - Stakeholders (CFA communities and major institutions) meeting quarterly, or as needed
 - Technical teams meet monthly
- Team members will be expected to review materials provided in advance. When providing written comments, GoTriangle asks members to submit a single set of comments that represent their agency's position.
- Virtual meetings until announced otherwise

Project Coordinator

- Manage day-to-day activities of the teams
- Submit quarterly reports and amendment forms to TPAC
- Facilitate team activities such as creating and distributing agendas, manage member list, creating calendar invitations
- Update TPAC on team progress
- Give presentations to TPAC on findings or recommendations of the teams, or delegate that responsibility



Jennifer Green

GoTriangle

Member Agencies

- Agencies will be responsible for providing a *primary* and *secondary* member to participate on the team.

Core Technical Team (CTT)

- GoRaleigh
- GoCary
- GoTriangle
- GoWake Access
- Wake County
- CAMPO

Engagement Team (ET)

- GoRaleigh
- GoCary
- GoTriangle
- GoWake Access
- Wake County
- CAMPO

Stakeholder Team (ST)

- Morrisville
- Apex
- Fuquay-Varina
- Holly Springs
- Rolesville
- Knightdale
- Wendell
- Garner
- Research Triangle Foundation
- RDU Airport
- NCDOT

Thank you!

Jennifer Green

Project Manager, Wake Bus Plan

Transit Service Planning Supervisor, GoTriangle

jgreen@gotriangle.org

VIII. Wake Bus Plan Update: Formation of Teams

Requested Action:
Receive as information

IX. Wake Transit Engagement Update

Attachment F, G & H

Liz Raskopf, GoTriangle

Process for Developing Annual Presentation Schedule

Date	Action
January	Lead Agency receives draft Annual Wake Transit Work Plan; develops draft list of work plan projects recommended to include a Community Engagement Strategy
July	Lead Agency updates schedule using adopted Annual Wake Transit Work Plan
August	Lead Agency and CE Subcommittee receive first Community Engagement Strategies of new fiscal year (no meetings in July)
Monthly	Project Sponsors submit Community Engagement Strategies to Lead Agency 10 days prior to CE Subcommittee meetings

Presentation Schedule for FY2022 Work Plan Projects

Category	Level of Engagement	Project	Project Sponsor	Project Start Date	CE Strategy to lead agency	CE Subcommittee receives CE Strategies/Presentation
Bus Infrastructure	Involve	Wake Bus Plan Update	GoTriangle	October	Oct. 18	Oct. 28
Community Funding Area	Involve	Transit Element Scope Enhancement for Town Comprehensive Transportation Plan	Town of Knightdale	October	Oct. 18	Oct. 28
Community Funding Area	Involve	Research Triangle Park Mobility Hub Enhancements	Research Triangle Foundation	December	Nov. 19	Dec. 2
Bus Infrastructure	Collaborate	Western Corridor Bus Rapid Transit Facility	GoRaleigh	February	Feb. 14	Feb. 24
Bus Infrastructure	Consult	Regional Transit Center	GoTriangle	Spring 2022	Spring 2022	Spring 2022
Bus Infrastructure	Consult	1-440 Park and Ride	GoTriangle	Spring/ Summer 2022	Spring/ Summer 2022	Spring/ Summer 2022

Wake Transit Community Engagement Strategy Template

- Resource for TPAC partners to fill in if they do not have an existing CE strategy
- Optional, not required
- Data and Title VI focused
- Includes recommended tools + tactics to use in engagement

LEVEL OF ENGAGEMENT MATRIX

The following levels of engagement, based on the IAP2 Public Participation Spectrum, are recommended for plans, projects and programs receiving Wake Transit funding.

PROJECT TYPE	INFORM	CONSULT	INVOLVE	COLLABORATE	EMPOWER
PROJECTS CONTINUING FROM PREVIOUS YEARS OR FUNDED IN PREVIOUS YEARS THAT ARE NOW BEING IMPLEMENTED	X				
PROGRAMS CONTINUING FROM PREVIOUS YEARS THAT HAVE NOT CHANGED	X				
CONTINUING PROJECTS WITH A CHANGE TO: PROJECT SCOPE DECISION-MAKING PROCESS IMPLEMENTATION SCHEDULE		X			
NEW OPERATING PROJECTS			X		
NEW CAPITAL PROJECTS			X		
LARGE CAPITAL PROJECTS				X	
PROJECTS WITH MULTIPLE PHASES				X	

IX. Wake Transit Engagement Update

Requested Action:
Receive as information

X. Community Engagement Policy: Update Strategy & Schedule Attachment I & J

Liz Raskopf, GoTriangle

Community Engagement Policy Review and Development Schedule

***Reminder:** After Action Review survey closes Sept. 17 at 5pm

Process

1. Confirm gaps specific to the needs of Wake Transit
2. Review lead agency policies
3. Review municipal policies
4. Incorporate findings and recommended changes from After-Action Review
5. Draft outline of changes
6. Draft content changes
7. Edit content
8. Design final product



Community Engagement Policy Review and Development Schedule

- **10/13 TPAC Meeting**
 - TPAC receives After-Action review results, identified gaps and recommended changes to CE Policy
 - TPAC receives Community Engagement Strategy for CE Policy
- **11/17 TPAC Meeting**
 - TPAC receives draft updated Community Engagement Policy for consideration for public release
- **12/3-12/17 14-day public comment period (skip Thanksgiving holiday)**
- **2/9 TPAC Meeting**
 - TPAC receives engagement report and adjustments to draft
- **March 2022**
 - Governing Boards consider CE Policy update for adoption

Workgroup Identification Worksheet

- **Purpose:**
 - Support the lead agency in updating the Wake Transit Community Engagement Policy
- **Members:**
 - CAMPO
 - GoTriangle
 - GoRaleigh
- **Specific planned tasks/ deliverables:**
 - Recommended changes to the Community Engagement Policy
 - Final Community Engagement Strategy
 - Draft Community Engagement Policy Update
 - Final Community Engagement Policy Update

X. Community Engagement Policy: Update Strategy & Schedule

Requested Action:

Receive as information

XI. TPAC Subcommittee Report - Attachment K

September Meetings:

Budget & Finance:	September 16 th , 1:30-3:00pm (Regular)
	September 28 th , 1:30-3:30pm (Joint)
Planning & Prioritization:	September 28 th , 1:30-3:30pm (Joint)
Community Engagement:	September 30 th , 1:30-3:00pm (Regular)

Upcoming Meeting adjustments:

Planning & Prioritization: November & December regular meetings cancelled. Joint meetings will be announced closer to meeting dates.

Community Engagement: September moved to 9/30, November moved to 12/2, December meeting has been cancelled.

XII. Other Business

- **FY21 Engagement & Communications After Action Review**
September 23rd, 1:30-3:00pm via WebEx
Pre-Survey provided by GoTriangle– Check your emails
- **Wake Transit Annual Progress Report**
FY2021 report is in development, must be submitted by December 15th.
Keep an eye out for notices of upcoming review opportunities.
- **Wake Transit Tracker Community Launch**
Community launch began on 9/13 and goes through October.
Please help by reposting on social media, forwarding notice to your staff and elected officials, and adding a link to your websites.

XIII. Governing Board Activities

- The Wake Transit governing boards adopted the FY2022 Wake Transit Work Plan in June.
- The Wake Transit governing boards adopted the Policy Framework for Use of Wake Transit Funds to Acquire Real Property.
- CAMPO adopted the Locally Preferred Alternative for the Wake BRT: Southern Corridor.
- CAMPO approved proposed amendments to the Wake Transit Financial Policies and Guidelines.

Upcoming Activities:

- October – Consider adoption of the Art Funding Eligibility Policy

XIV. Adjourn

Next TPAC Meeting:

October 13, 2021 @ 9:30am