

Transit Planning Advisory Committee

TPAC REGULAR MEETING

July 13, 2022

9:30AM – 12:00PM

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

I. Welcome and Introductions

Gaby Lawlor, TPAC Chair

II. Adjustments to the Agenda

Gaby Lawlor, TPAC Chair

III. General Public or Agency Comment

Reminder: Public comments are limited to 3 minutes.

Gaby Lawlor, TPAC Chair

IV. TPAC Meeting Minutes

Attachment A

Requested Action:

Consider adoption of the draft April TPAC meeting minutes.

Gaby Lawlor, TPAC Chair

V. Administrative Requirements for Wake Transit Funding

Anna Stokes, CAMPO



Administrative Requirements for Wake Transit Funding

TPAC Meeting
July 13, 2022

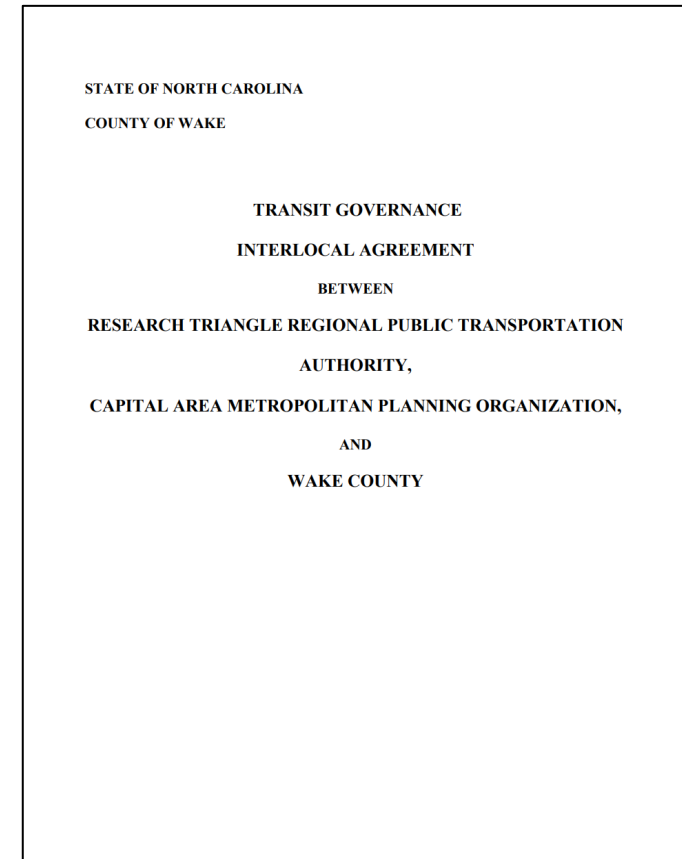
Administrative Requirements for Wake Transit Funding

- Capital Funding & Operating Agreements
- Reporting Requirements
- Community Engagement
- Concurrence Process
- Document Library

CAPITAL FUNDING & OPERATING AGREEMENTS

Transit Governance Interlocal Agreement (ILA)

- The execution of the ILA created the Transit Planning Advisory Committee (TPAC)
- Dictates the governance and implementation structure for the Wake Transit Plan
- Guides updates and amendments to the strategic transit vision; the planning, design, funding, implementation, operation, and closeout of capital projects and infrastructure; funding, implementation, and operation of transit services; the flow of revenue; annual reporting requirements; service performance evaluations; and resolution of issues.



Expectations

Capital Funding & Operating Agreements

- Capital funding and operating agreements are required for annual appropriations for projects in the Wake Transit Work Plan
- These project level agreements detail the expectations, roles and responsibilities of all parties
- Wake Transit funds cannot be spent prior to execution of an operating or capital agreement by all parties

Capital Funding Agreements:

According to the ILA, for each Capital Project or a group of projects under a Master Agreement appropriated in the annual Capital Project Ordinance, a Capital Project Funding Agreement is required. This Capital Project Funding Agreement shall set forth at a minimum:

- Technical project description with anticipated project performance characteristics;
- Project implementation schedule and milestones;
- Detailed revenue and expenditure projections by fiscal year;
- Reporting requirements;
- Plan for return of funds if project fails;
- Allocation of matching funds for local systems if applicable;

continued on next slide

Capital Funding Agreements (continued):

- If project is debt funded, provisions for addressing any items required for title, debt covenants, or other related items;
- A provision that the designated sponsor must as a condition of the agreement undertake and complete any projects already under contract to complete with no supplantation of funding;
- Public involvement and engagement expectations.
- Reporting requirements;
- Method for termination;
- Issue resolution process; and
- Audit provisions

Operating Agreements:

According to the ILA, for each Implementation Element of the Wake County Work Plan funded in the Annual Operating Budget, an Operating Agreement is required. The Operating Agreement shall set forth at a minimum:

- Description of operations;
- Allocation of costs and funding sources consistent with multi-year operating program and annual operating budget amounts;
- Minimum annual service performance evaluation method;
- Respective roles of parties and transit agencies in the provision of the projects and services outlined;
- Issue resolution process;
- Method for termination;
- All Federal Transit Administration required certifications and
- Public involvement and engagement expectations.

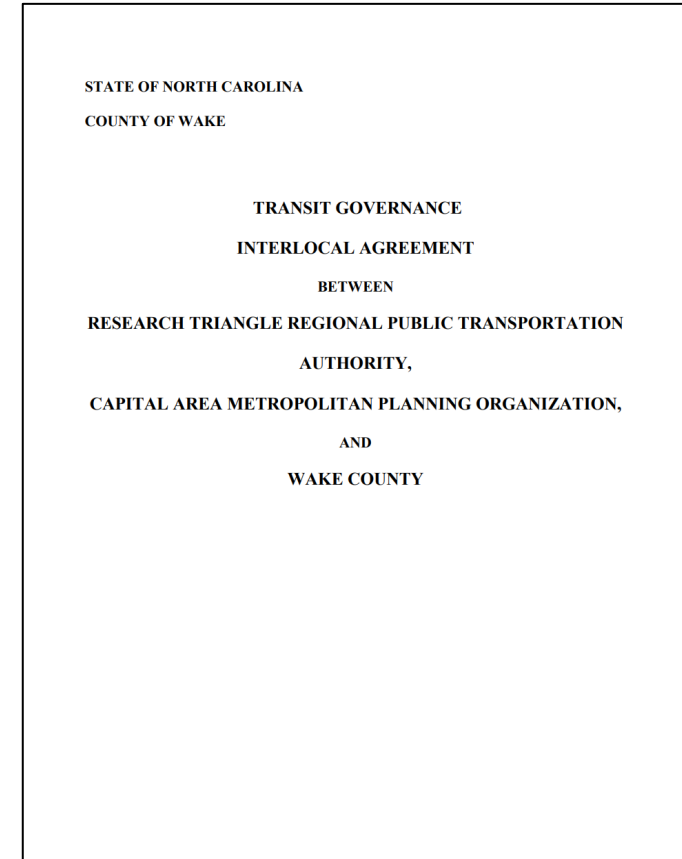
REPORTING REQUIREMENTS

Key Documents

Transit Governance Interlocal Agreement (ILA)

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- Dictates the governance and implementation structure for the Wake Transit Plan
- Guides updates and amendments to the strategic transit vision; the planning, design, funding, implementation, operation, and closeout of capital projects and infrastructure; funding, implementation, and operation of transit services; the flow of revenue; annual reporting requirements; service performance evaluations; and resolution of issues.

Reporting Requirements



Expectations

Reporting Requirements

General Reporting Guidelines:

- Reporting for Wake Transit funded projects should be accessible and able to clearly communicate important aspects of the effort

Quarterly Reporting:

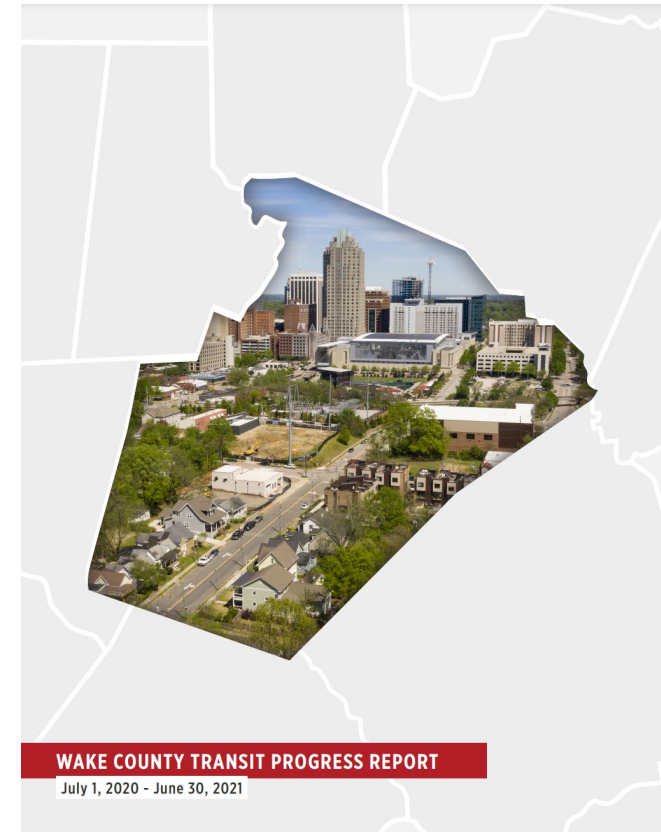
- Project sponsors should complete quarterly:
 - Progress Reports
 - Reimbursement Requests
 - Project Activity and Expenditure Reports (Rainbow Reports)
 - Templates are available on the Wake Transit SharePoint Site
- Project sponsors who operate buses should submit the Wake Transit Quarterly Service Report
- As the administrator of the Wake County Tax District, GoTriangle issues Quarterly financial reports for the Wake Transit major operating and capital funds as well as project updates (included project milestones, timelines, and operations) to the TPAC on September 30th, December 31st, and March 31st

Expectations

Annual Reporting:

- Data is compiled into an annual report published by GoTriangle which includes details on public transit objectives, performance achieved, strategies followed, performance targets, and key milestones for capital projects and operating services
- GoTriangle must present annually the audited financial statement by December 15th of the subsequent fiscal year to the CAMPO Executive Board and the Wake County Board of Commissioners

Reporting Requirements



<https://gotriangle.org/publications>

Wake Transit Tracker

Wake Transit Tracker:

- Reporting data is used to update the Wake Transit Tracker bi-annually
 - July/August to account for the new Annual Work Plan and update the dashboard
 - Feb/March to account for updates to the fixed guideway projects and the most recent work plan amendments

Reporting Requirements



<https://waketranstitracker.com/>

COMMUNITY ENGAGEMENT

Key Documents

Community Engagement Policy

- Build upon, develop, and maintain a thoughtful set of guiding principles to apply to the development of community engagement strategies designed to maximize communications with the public and other stakeholders related to the investments funded through the Wake Transit program
- **Policy applies to project sponsors to serve as a guide for engagement practices when delivering program-level and/or project-level services.**
- Minimum requirements for public participation also recognize that there are federal and state laws and regulations that address the inclusion of all individuals
- 2022 Update is currently in DRAFT format; TPAC in August (anticipated)

Community Engagement

Wake Transit
Community Engagement Policy
2022

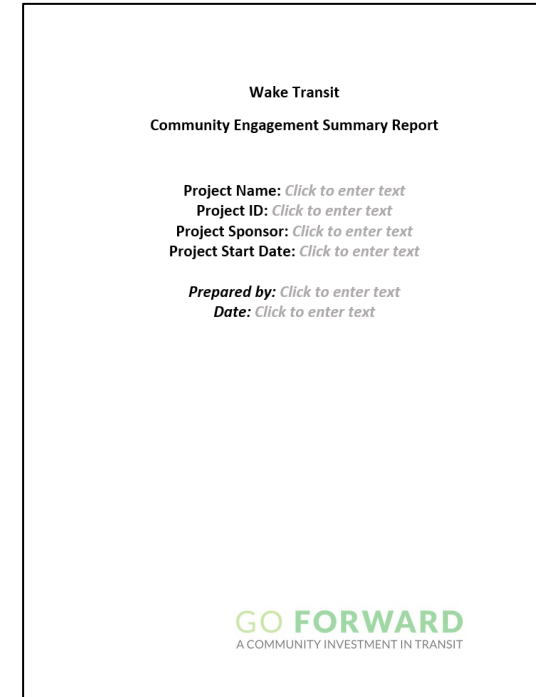
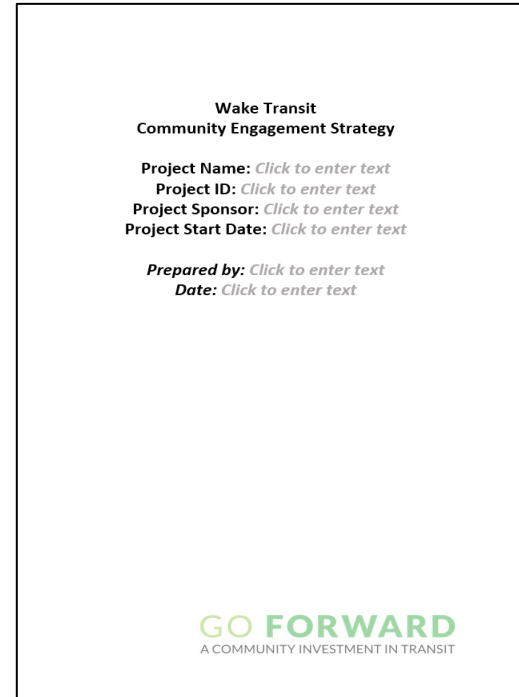
Contact:
GoTriangle
Curtis Hayes, Wake Transit Strategic Communications Coordinator
Communications & Public Affairs Department
4600 Emperor Blvd., Suite 100
Durham, NC 27703
info@goforwardnc.org

Key Documents

Templates for Community Engagement Reports and Strategies, and more

- Serve as guides for project sponsors as they develop engagement frameworks
 - Alternative engagement strategies or plans developed to satisfy state or federal requirements can be submitted
- Shows step by step information on what should be considered and included in Community Engagement Reports and Strategies
- Download from the CAMPO TPAC Document Library

Community Engagement



Expectations: General

Community Engagement

Key general guidelines:

- Adhere to the guiding principles of accountability, inclusivity, and transparency to facilitate meaningful community engagement in the Wake Transit planning and decision-making process.

Support entire program:

- Support the engagement activities of all Wake Transit partners by representing a unified and consistent approach including the sharing of engagement strategies and materials and/or co-developing, promoting, and attending events
- Participate in annual after-action reviews of engagement for the prior year to identify potential improvements and ensure program remains up to date.

Strategies and Plans

- Consult all available references and resources during the development of community engagement plans (lead agency for public engagement and communications can also provide expertise and advice)
- Develop clear engagement frameworks that include objectives, priorities, action steps, timelines, strategies, recommended activities, communications tools, and measurable goals
- Reviewed by the TPAC, or its designee, as part of receiving funding (CE Subcommittee and Lead Agency for Community Engagement)

Why?

- Ensures consistency across Wake Transit related engagement and communications
- Enables coordination and pairing of resources among partners for outreach activities
- Provides opportunity to leverage expertise across County in planning for engagement and communications

Expectations: Program- & Project-Level

Community Engagement

- Programs, projects, plans, and policies implemented by Wake Transit lead agencies and partners are either:
 - Program-level investments (which apply to the Wake Transit program as a whole), or
 - Project-level investments (which apply to individual projects carried out by municipal, institutional, and agency TPAC members)
- Both types of investments have specific community engagement requirements which they must adhere to

Expectations: Program-Level

- Each program-level investment has its own set of requirements dictated in the Community Engagement Policy (see Appendix 2)
- Program-Level Investments include:
 - Wake Transit Plan Update
 - Wake Bus Plan Update
 - Annual Wake Transit Work Plan
 - Community Engagement Policy
 - Other Policies

Community Engagement

Appendix 2: Program-Level Investments

	Wake Transit Plan Update	Wake Bus Plan Update
Description	The Wake Transit Plan is the multi-year vision for public transportation investments in Wake County for a 10-year planning period. The overarching goals of the plan are the "Four Big Moves."	The Wake Bus Plan provides a year-by-year listing of planned service investments by type and provider. It defines the order in which service expansion will occur in order to meet the goals of the Wake Transit Plan.
Document Span	10 fiscal years (July to June)	10 fiscal years (July-June)
Update Cycle	Updated every 5 years	Updated every 5 years
Adoption Authority	Governing Boards	Governing Boards
Adoption Date	Adopted in March 2021	Adopted in February 2019
Project Lead	CAMPO	GoTriangle
Engagement Lead	CAMPO	GoTriangle
Required Strategy	Project specific engagement strategy	Project specific engagement strategy
CE Subcommittee Role	Review & recommend the draft strategy to TPAC; participate in after-action review	Review & recommend the draft strategy to TPAC; participate in after-action review
TPAC Role	Receive engagement strategy as information; release draft plan for public review; receive engagement report as information; incorporate feedback in the recommended plan; recommend Governing Board adoption	Receive engagement strategy as information; release draft plan for public review; receive engagement report as information; incorporate feedback into the recommended plan; recommend Governing Board adoption
CAMPO Role	Lead development, advertise, and attend public hearing and review period; TCC review of draft and recommended Plan, Executive Board review and adoption of final Plan	Advertise and attend public hearing, advertise public review period; TCC review of draft and recommended Plan, Executive Board review and adoption of final Plan
GoTriangle Role	Advertise and attend public hearing, implement draft review period; Board of Trustee review and adoption of the final Plan	Lead development and advertise public hearing & review period; incorporate feedback; Board of Trustee review and adoption of the Plan
Partner Role	Support dissemination efforts for planned engagement activities	Support dissemination efforts for planned engagement activities
Public Hearing	Joint: CAMPO and GoTriangle (14-day notice)	CAMPO or GoTriangle (14-day notice)
Public Review Period	Joint Review Period: 30-days for the recommended plan update	Joint Review Period: 30-days for recommended plan update
Reporting	Project Lead provides engagement report to PE&C and TPAC as information and Governing Boards prior to consideration of adoption	Project Lead provides engagement report to PE&C and TPAC as information and Governing Boards prior to consideration of adoption
After-Action Review	Performance Review on update engagement and development process	Performance Review on update process

Expectations: Project-Level

Project-level investment **requirements apply to all projects that have a Wake Transit capital, operating, or special agreement**

Key Requirements:

- Development and implementation of a customized engagement strategy to be reviewed by the TPAC, or its designee, as part of receiving funding
 - Community engagement strategies or plans developed to satisfy state or federal requirements are typically sufficient
- Requirements are dictated in the Community Engagement Policy Appendix 3

Community Engagement

Appendix 3: Project-Level Investments

	Project-level plans, policies, and materials
Description	Any project that has a Wake Transit capital, operating, or special agreement should develop and implement a customized engagement strategy to be reviewed by the TPAC, or its designee, as part of receiving funding. Planning and project efforts being led by partner agencies may also require engagement as noted in the annual list of projects requiring an engagement strategy. These strategies will be unique and scoped for each unique effort.
Document Span	Varies by project size, scope & type
Update Cycle	Updated as needed
Adoption Authority	Partner Agency, TPAC, or Governing Boards
Adoption Date	Adopted as needed
Project Lead	Partner agency
Engagement Lead	Partner agency
Required Strategy	Project specific engagement strategy
TPAC-CE Subcommittee Role	Review draft strategies, provide feedback, advertise, and support the project sponsor's implementation efforts
TPAC Role	No role unless a material concern with the engagement strategy arises or upon TPAC request for additional information
CAMPO Role	No role unless determined in the engagement strategy or as requested by the TPAC or Governing Boards
GoTriangle Role	No role unless determined in the engagement strategy or as requested by the TPAC or Governing Boards
Partner Role	Oversee and implement planned engagement activities
Public Hearing	As determined by local strategy, plan, or policy
Public Review Period	14-day minimum public comment period in absence of other adopted local guidance
Reporting	Partner Agency provides engagement summary to CE Subcommittee and presents to TPAC and/or Governing Boards per engagement strategy
After-Action Review	After-action review recommended

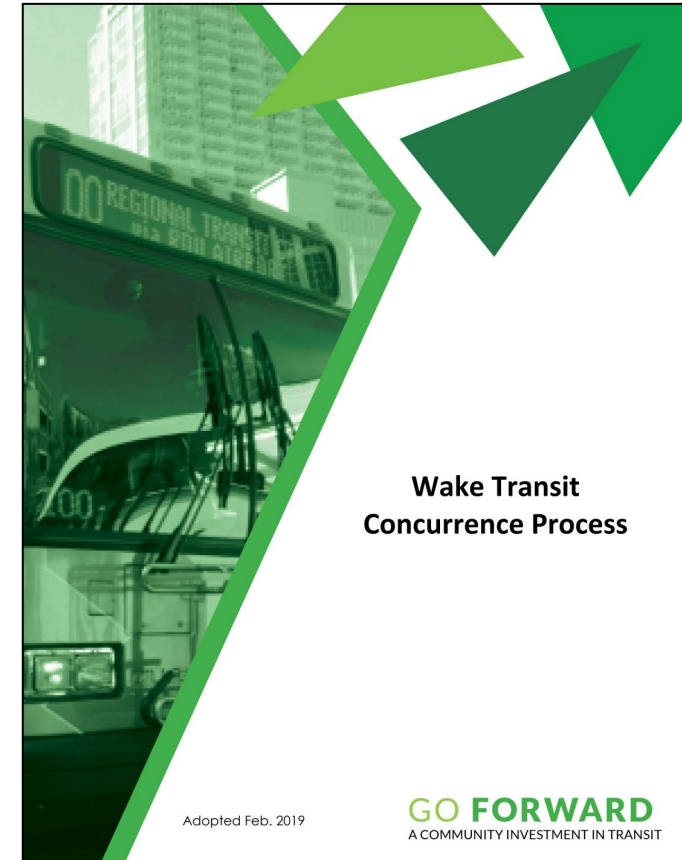
CONCURRENCE PROCESS

Key Documents

Concurrency Process Overview

- Serves as a high-level guide to the concurrence process
- Adopted in 2019 after having arisen under provisions of the ILA
- Includes the following definitions:
 - **Concurrency:** a process in which project sponsors may verify compliance with applicable Laws, regulations, and policies enacted and/or enforced by agencies having regulatory authority over a resource or interest that may be substantially impacted by the project
 - **Reaching Concurrency:** the point at which each appointed representative agrees to proposed actions and in doing so pledges to abide by a signification of concurrence made

Concurrency Process

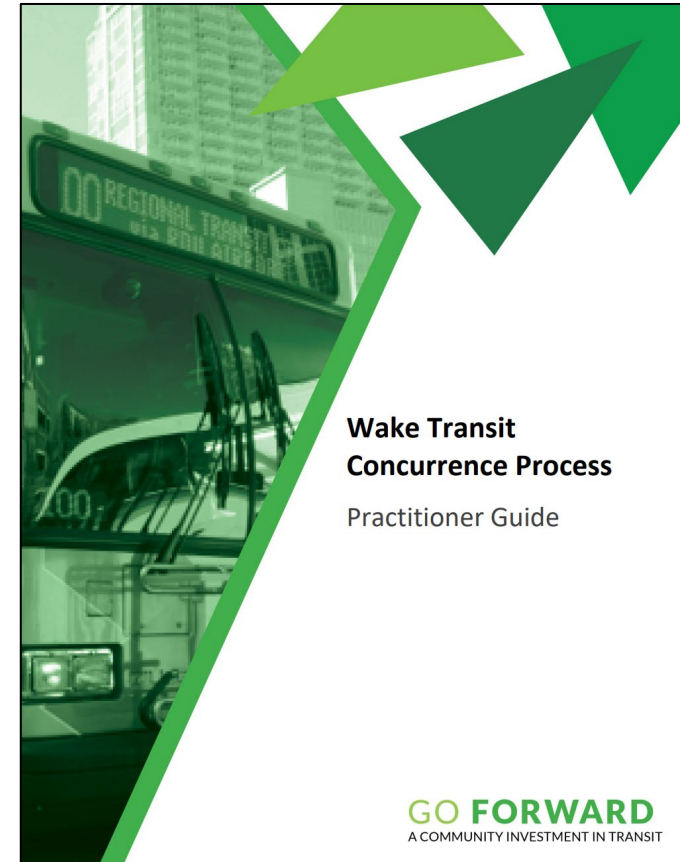


Key Documents

Practitioner's Guide

- Serves as a detailed guide for how to conduct the concurrence process, including:
 - Definition of the concurrence process and points
 - Concurrence team members, roles, and responsibilities
 - Projects subject to the concurrence process
 - Dispute resolution

Concurrence Process



Points

Concurrence Process

Sample Concurrence Points include:

1. Purpose and Need
2. Identify Alternatives to Carry Forward for Further Study
3. Alternatives Screening/Elimination
4. Avoidance and Environmental Minimization
5. Locally Preferred Alternative (LPA) Recommendation
6. National Environmental Policy Act (NEPA) Assessment
7. Least Environmentally Damaging Preferred Alternative (LEDPA) Recommendation
8. Additional Federal Process Decisions
9. Agreement for Additional Decision Points

Further Decision Points: As Needed

Roles & Responsibilities

Concurrence Process

- **Project Sponsor:** The agency that is initiating the project and taking primary responsibility for its implementation.
 - Coordinates with the Concurrence Administrator to identify Concurrence Team members and their roles as well as the necessary Concurrence Points
 - Leads the project through the Concurrence Points
 - Provides input to the concurrence process
 - Votes on concurrence or non-concurrence
- **Cooperating Agency:** A governmental agency which has policy, regulatory, or legal jurisdiction over aspects of project implementation or with respect to resources the project is anticipated to substantially impact.
 - Provides input to the concurrence process
 - Votes on concurrence or non-concurrence
- **Participating Agency:** A governmental agency that may have an interest in the project, but is not anticipated to be substantially impacted by it.
 - Provides input to the concurrence process

Projects Subject to the Concurrence Process

Concurrence Process

At a minimum, the following capital project types utilizing Wake Transit funds are subject to the Concurrence Process:

- Fixed Guideway Projects (e.g. bus rapid transit [BRT], commuter rail transit [CRT], or light rail transit [LRT])
- Shared park-and-ride facilities (P&R)
- Shared bus transit centers
- Shared maintenance facilities
- Infill and additional fixed guideway stations

The concurrence process can also be triggered by:

- Facilities exceeding \$1,000,000 in total cost that are proposed to be shared by other organizations or transit agencies that are not the Project Sponsor;
- Facilities exceeding \$1,000,000 in total cost that will traverse or impact other jurisdictions beyond that of the Project Sponsor; or
- Facilities that have the potential to present significant impacts to the legal, regulatory, or policy interests of other public organizations/agencies.

Concurrency Projects

Concurrency Process

Ongoing Concurrency

- TC002-F: New Downtown Cary Multimodal Transit Facility (GoCary)

FY23 Expected New Concurrency Processes

- TC002-AI: New Hillsborough / I-440 Park-and-Ride (GoTriangle)

Document Library:

<https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-tpac/document-library>

Questions?

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

V. Administrative Requirements for Wake Transit Funding

Requested Action:

Receive as Information.

Anna Stokes, CAMPO

VI. Greater Triangle Commuter Rail Update

Attachment B

Katharine Eggleston, GoTriangle

Greater Triangle Commuter Rail Feasibility Study Results

JULY 2022

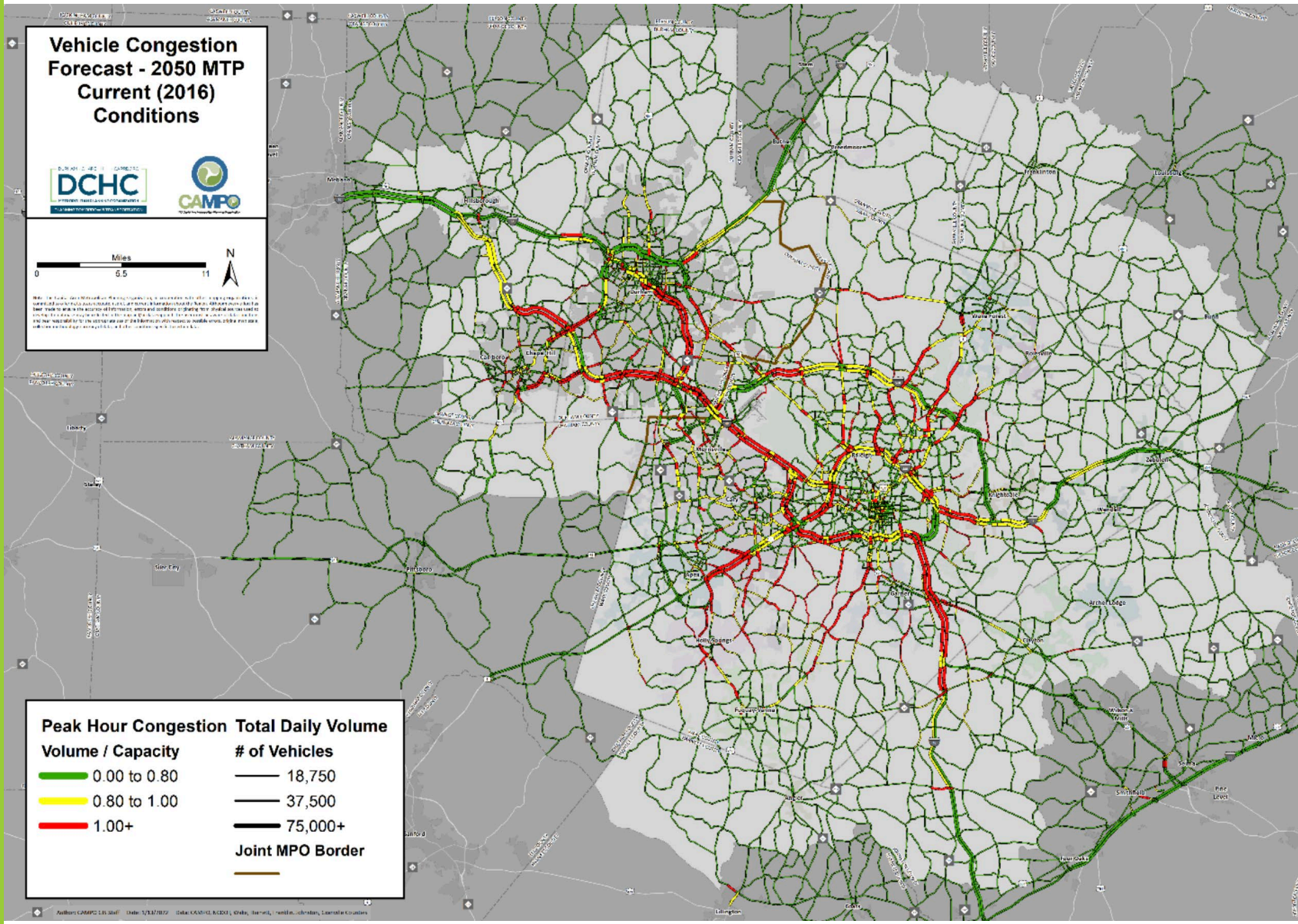
Study Partners



As of 2020, the Triangle region had a population of around 2 million people.

The region's current population owns around 1.3 million vehicles.

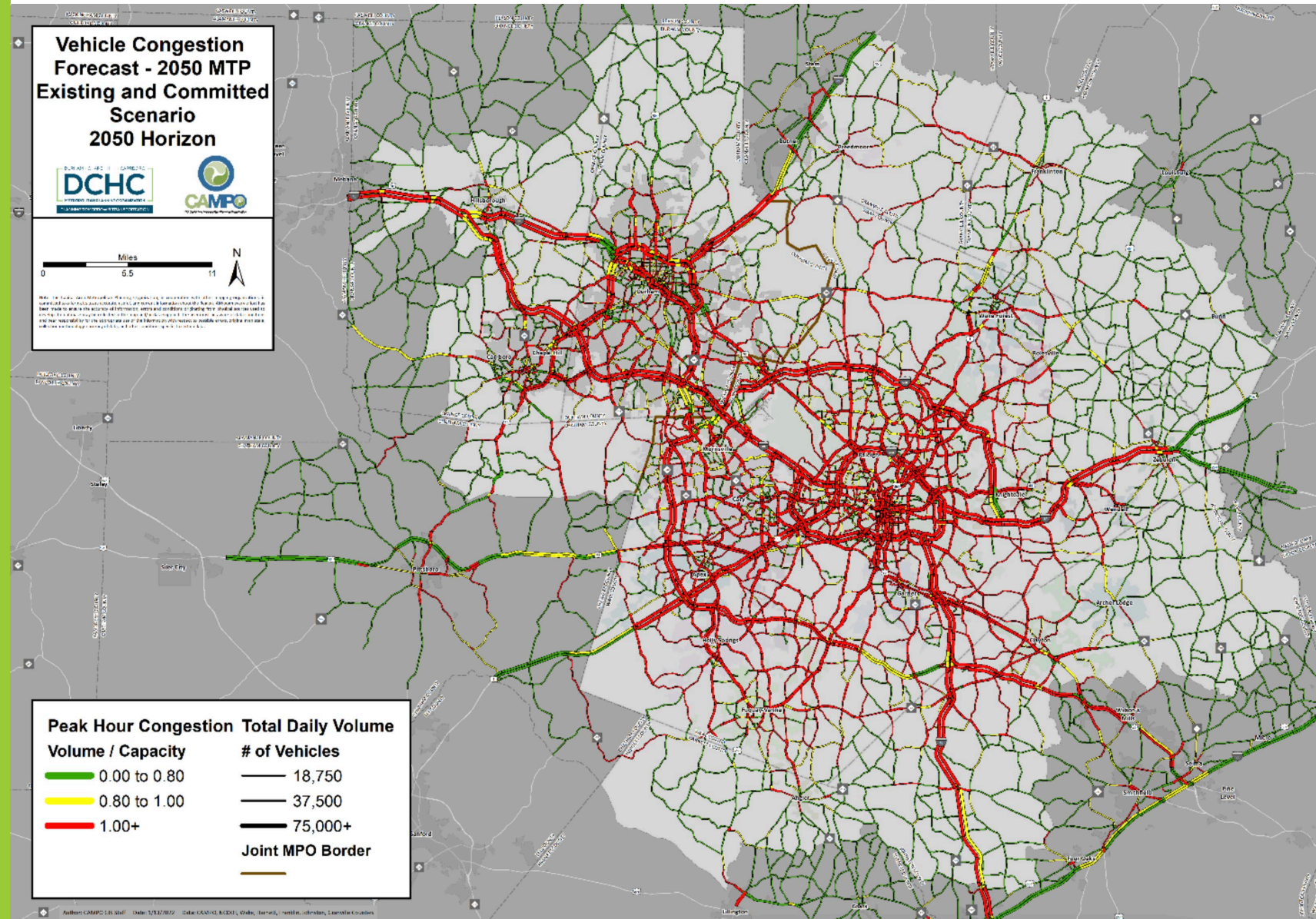
Source: Triangle Regional Model (ITRE)



The region's population is projected to grow to more than 3 million people by 2050.

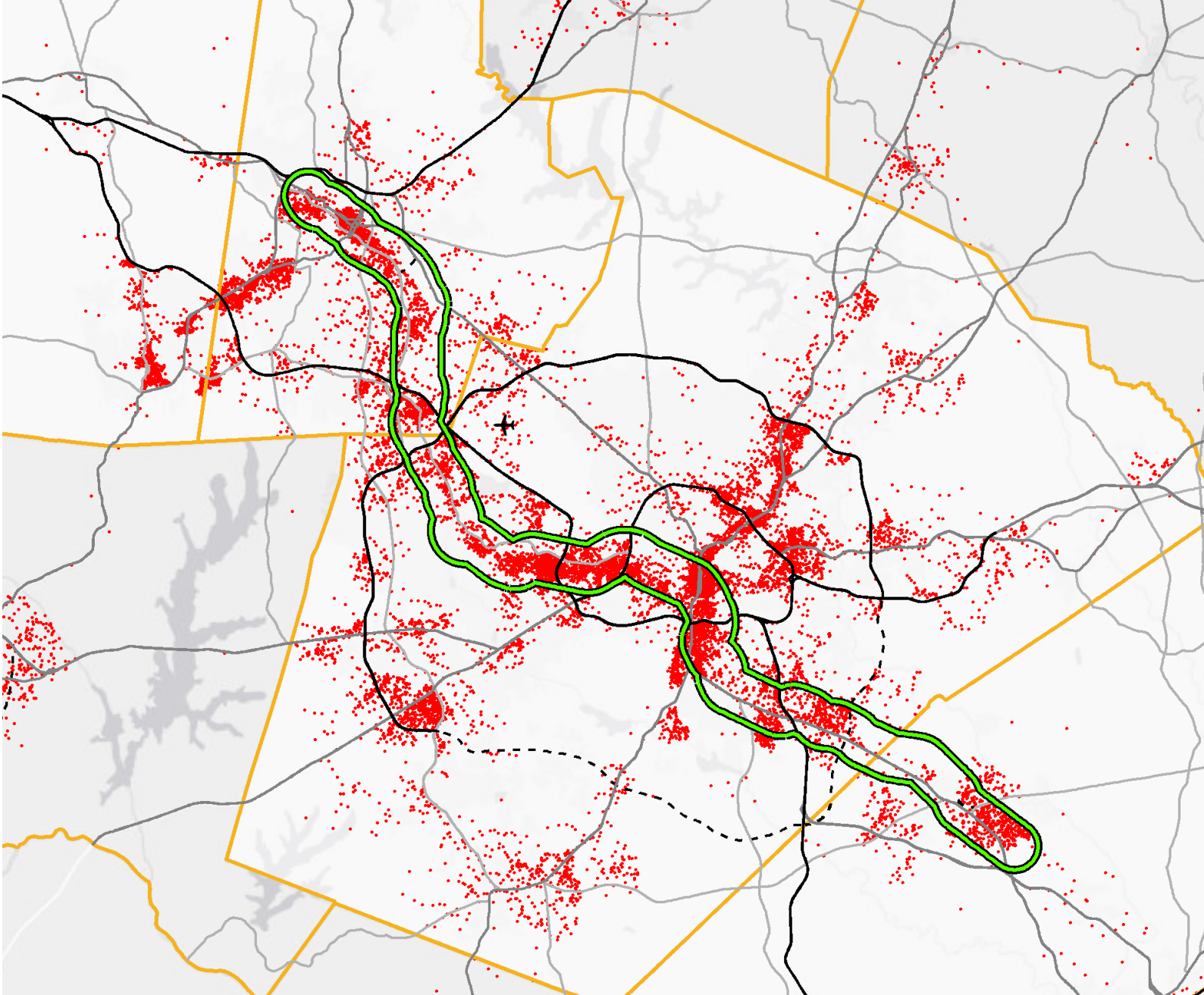
That growth will add about a million vehicles to our already congested roads and highways.

Source: Triangle Regional Model (ITRE)



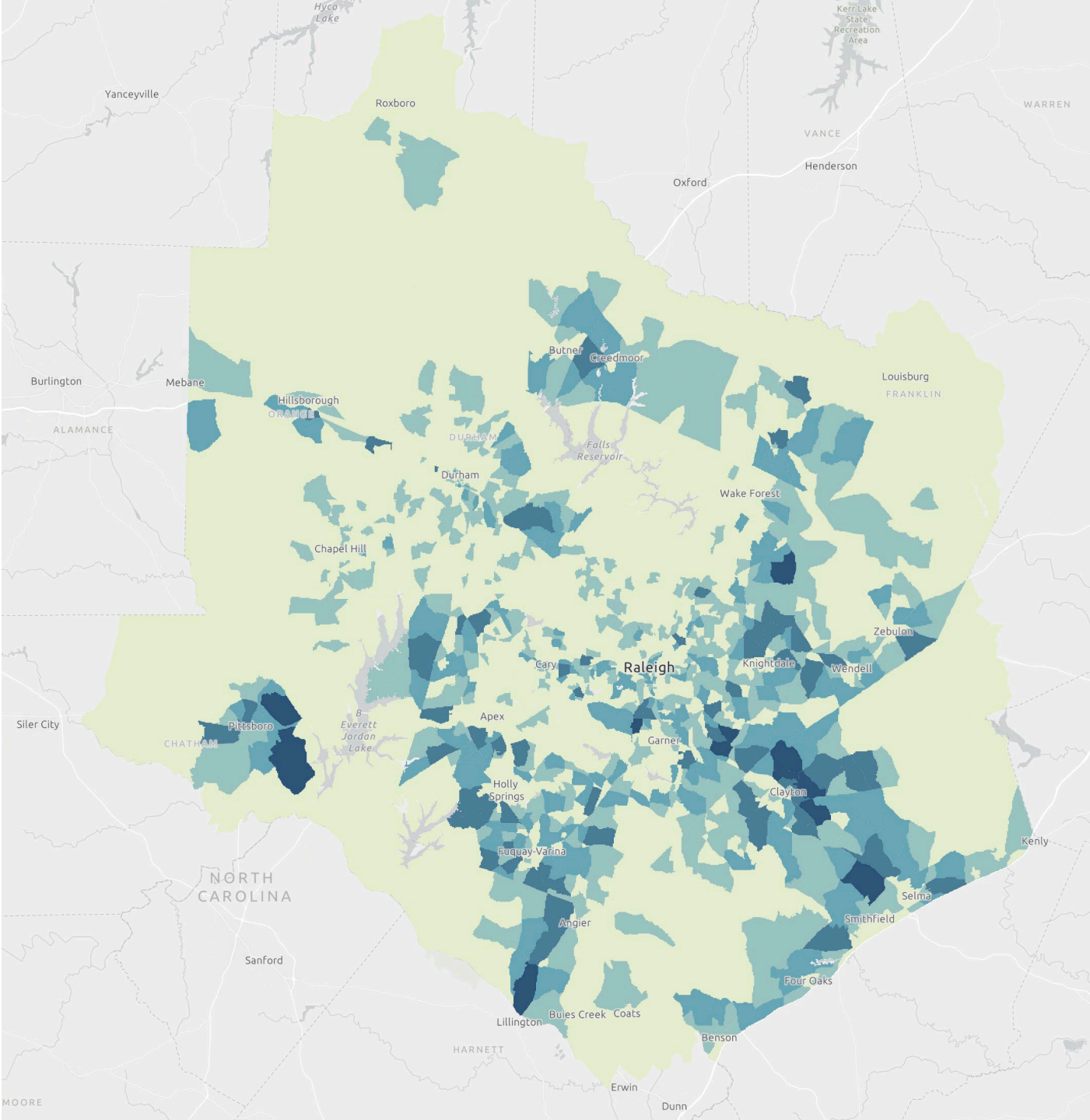
The region is projected to add more than 800,000 new jobs by 2050. 350,000 of those jobs will be near rail, and the largest cluster of growth will occur in downtown Raleigh.

Source: 2050 MTP / TJCOG Opportunity Analysis



● 1 Dot = 50 Jobs

Much of the region's growth is projected to occur in eastern Wake County and Johnston County.



Feasibility Study Phases 1 & 2

PHASE 1

VARIOUS SCENARIOS

Service Area	Service Plan – Number of Frequencies	Daily Trains
Mebane - Selma	"8-2-8-2" = 8 Morning Peak Round Trips 2 Midday Round Trips 8 Afternoon Peak Round Trips 2 Evening Round Trips	40
Mebane - Selma	"5-1-5-1" = 5 Morning Peak Round Trips 1 Midday Round-Trip 5 Afternoon Peak Round Trips 1 Evening Round Trip	24
Mebane - Selma	"3-1-3" = 3 Morning-Peak Round Trips 1 Midday Round Trip 3 Afternoon Peak Round Trips 0 Evening Round Trips	14
West Durham - Auburn	8-2-8-2	40
West Durham - Auburn	5-1-5-1	24
West Durham - Auburn	3-1-3	14
Hillsborough - Clayton	8-2-8-2	40
West Durham - Clayton	8-2-8-2	40

PHASE 2

IMPLEMENTATION OPTIONS

Option One: Implement commuter rail service from West Durham to Garner or Clayton as one project.

OR

Option Two: Begin implementation of commuter rail with a starter service between Raleigh Union Station in downtown Raleigh and the Auburn Station in Garner and future year implementation of remaining segments.

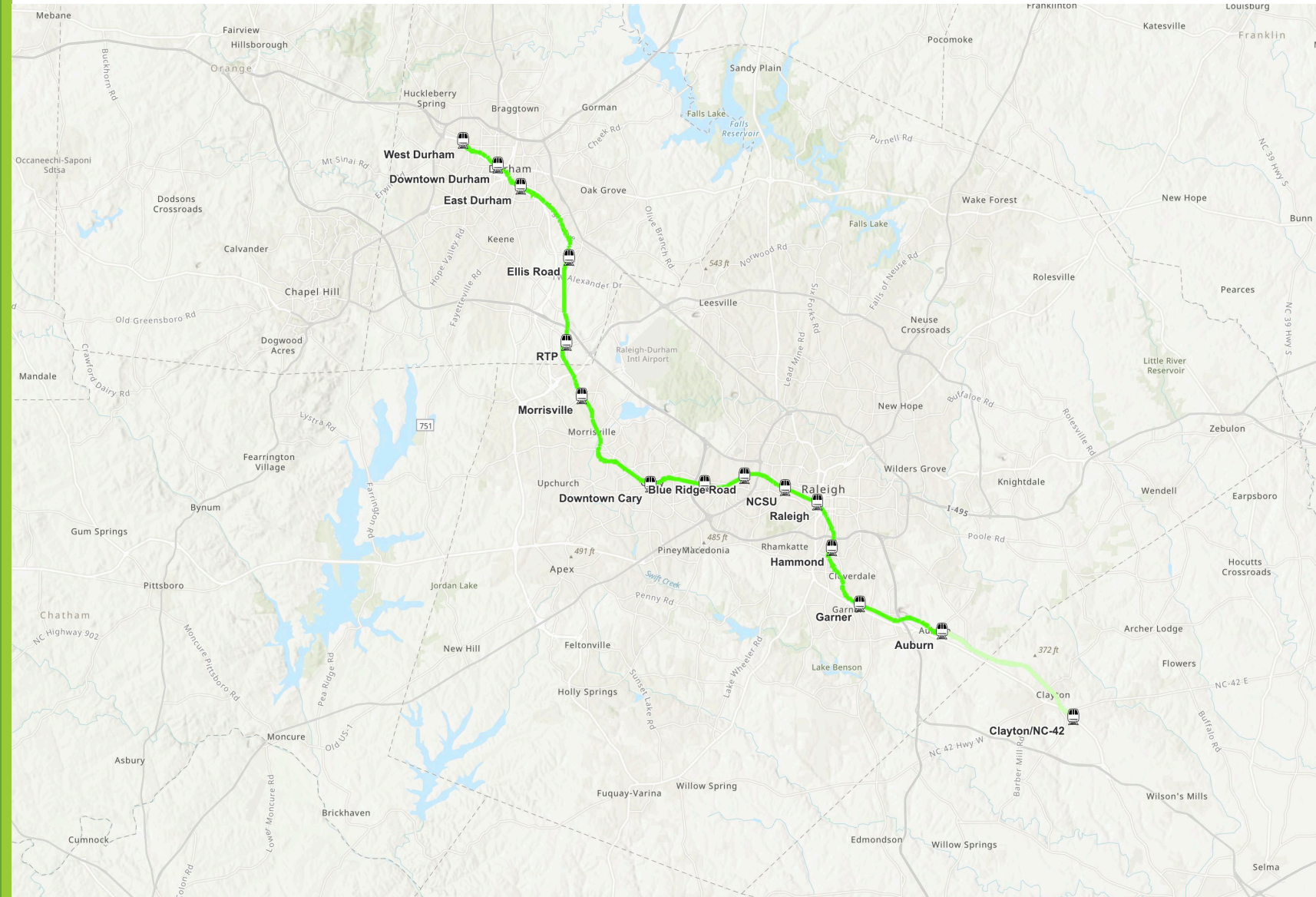
Option One

\$2.8 - \$3.2 billion in year of expenditure.

\$42 million per year to operate & maintain.

12,000 to 18,000 boardings per day by 2040.

Start of service between 2033 and 2035.



Option Two

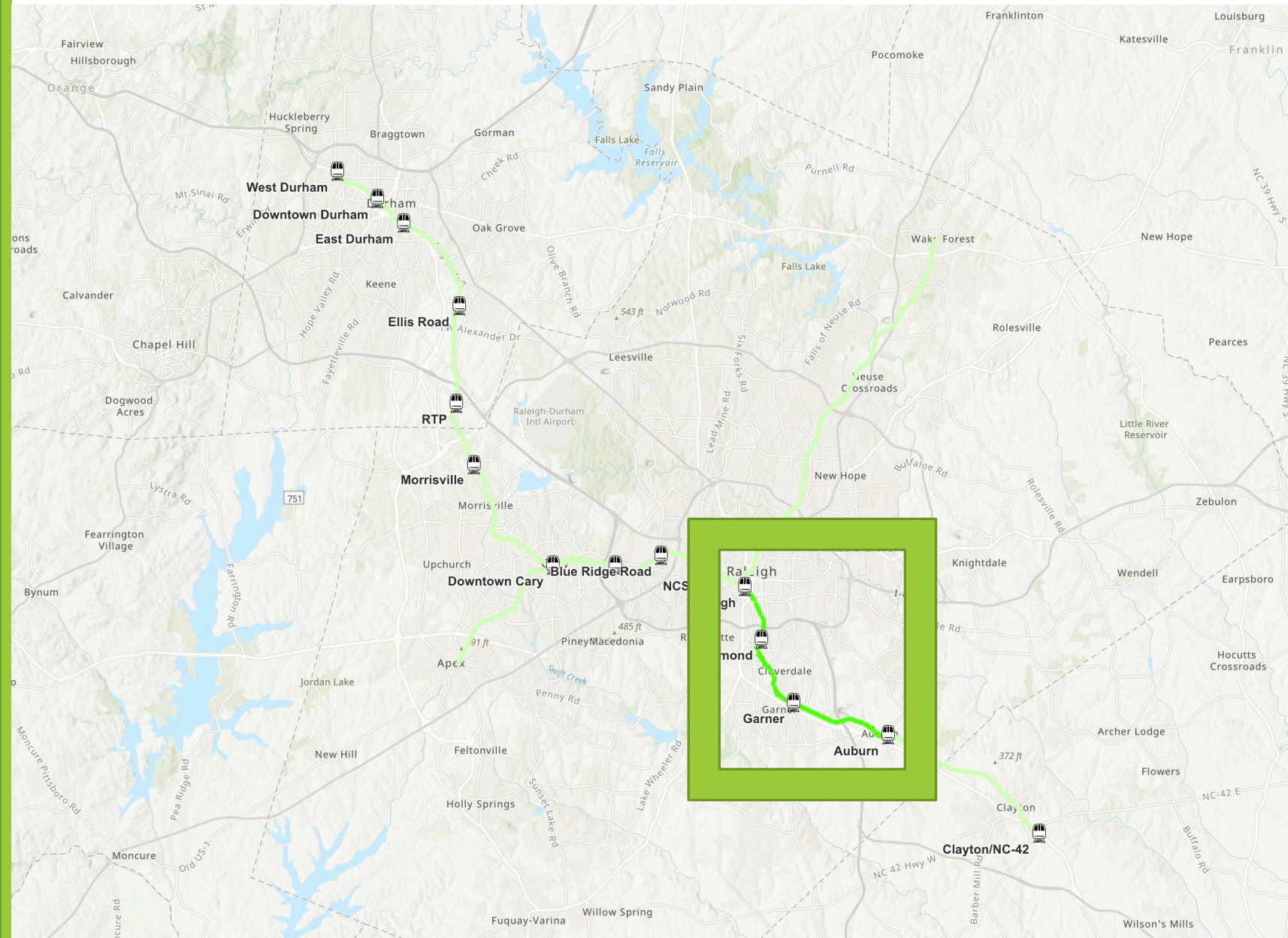
\$600 to \$700 million* in year of expenditure.

\$15 million per year to operate & maintain.

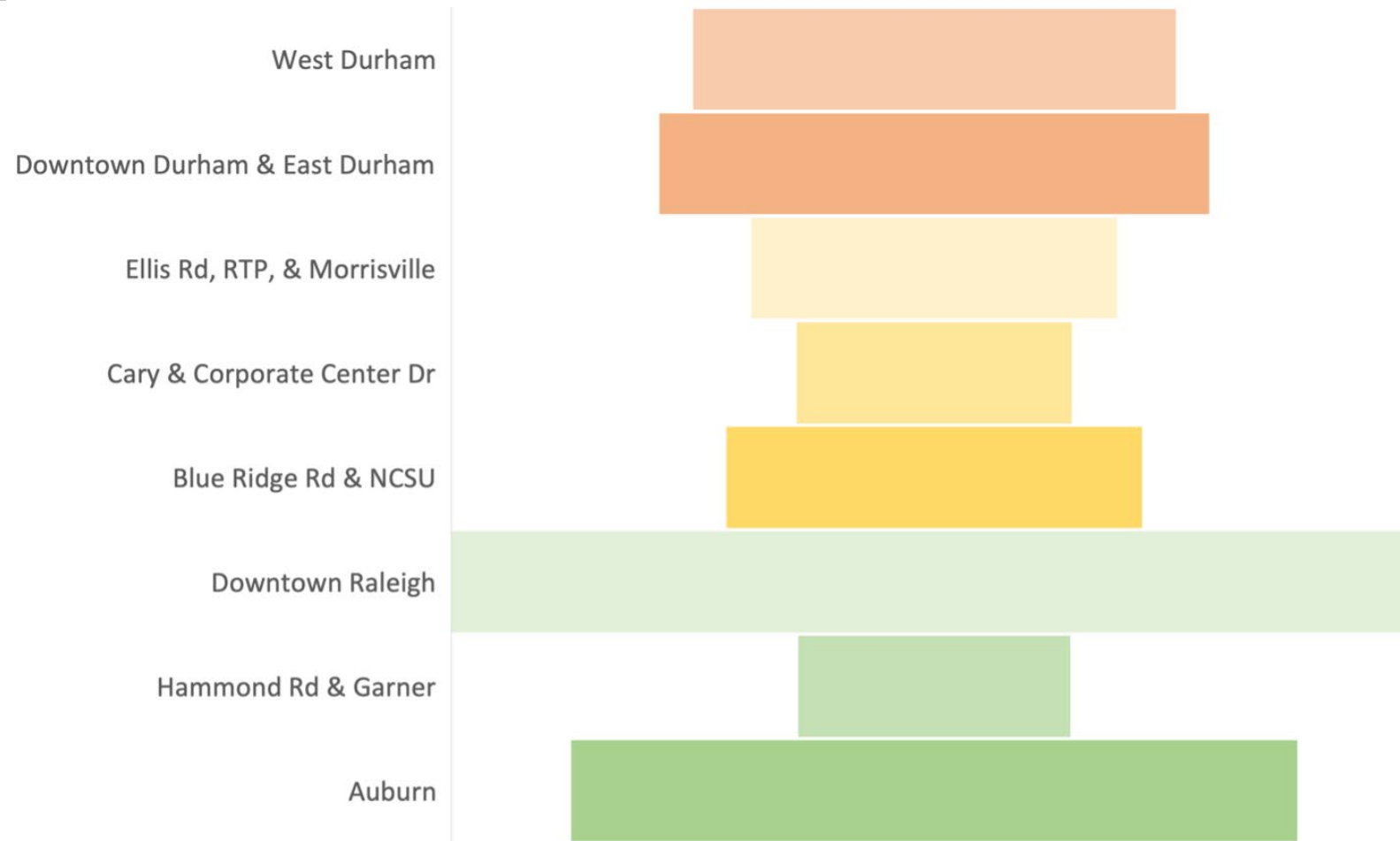
4,000 to 6,000 boardings per day by 2040.

Start of service between 2031 and 2033.

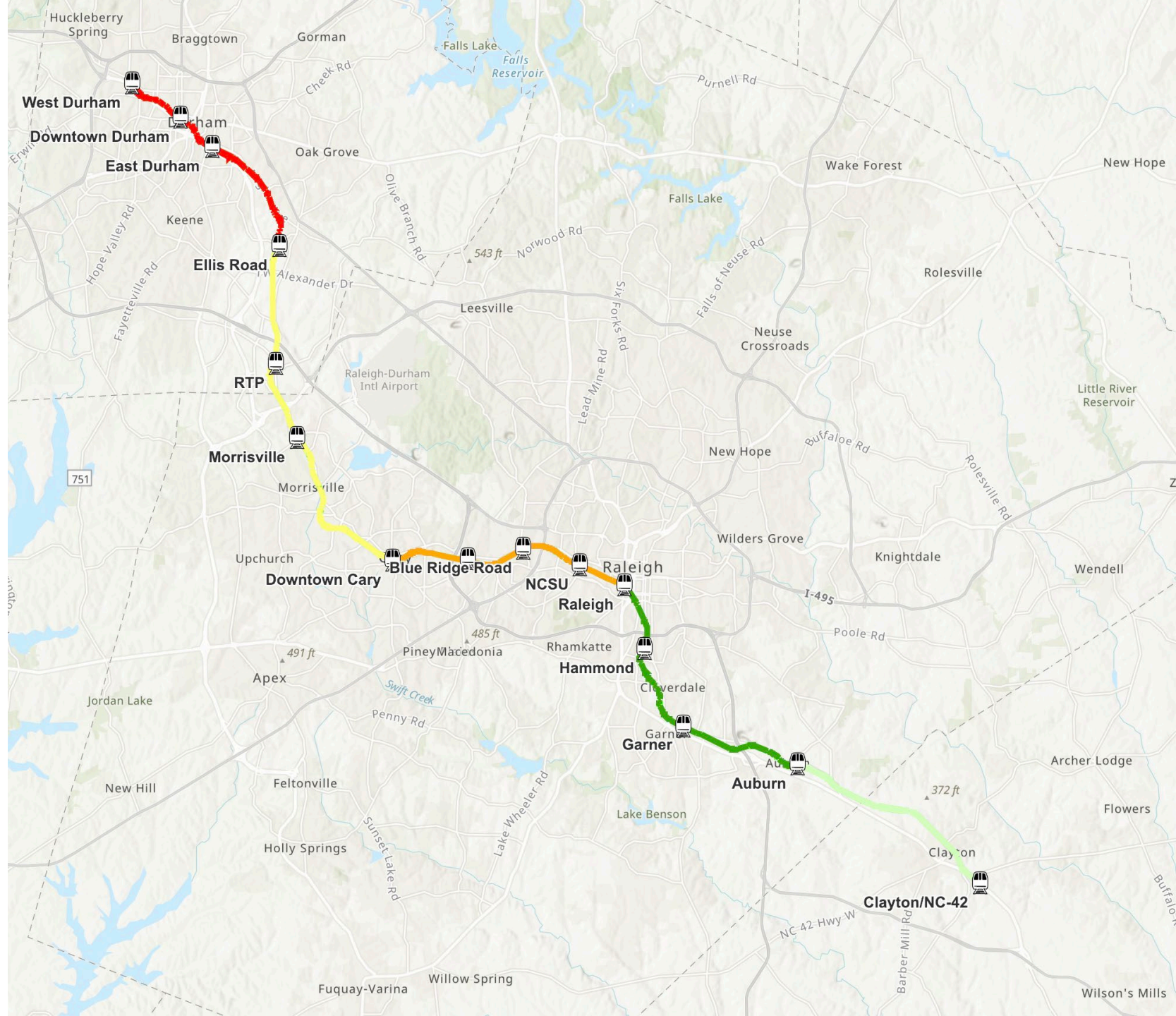
* Costs include starter service and not future year implementation of remaining segments. Start of service for remaining segments to be determined.



Relative 2040 Boardings by Corridor Geography (West Durham – Auburn 8-2-8-2)



The feasibility study found that implementation challenges are not distributed equally across the corridor.



Downtown Cary



Downtown Durham



[ADVANCED APPROPRIATIONS]

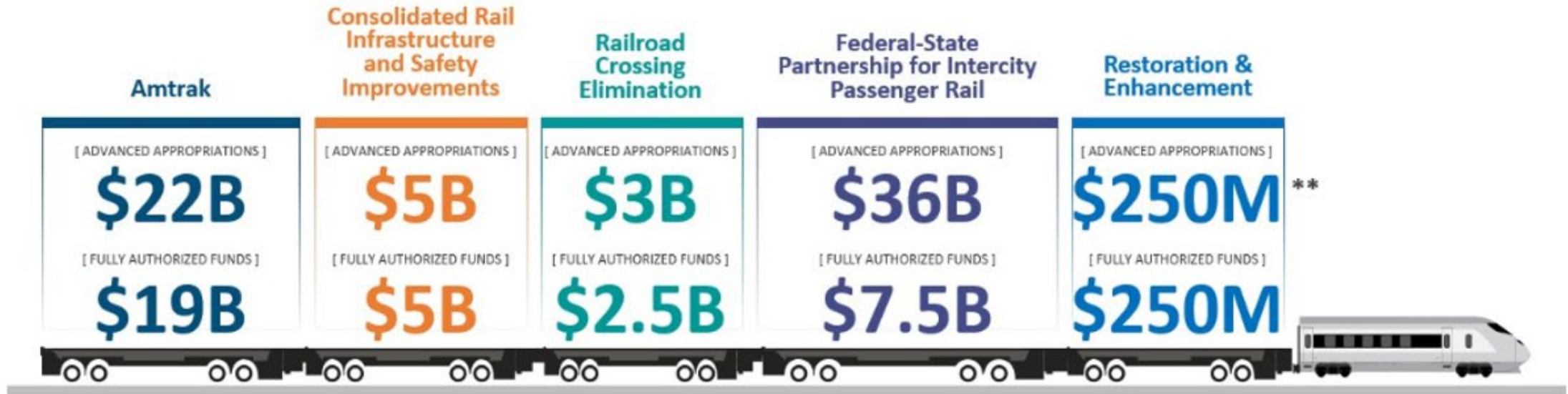
[FULLY AUTHORIZED FUNDS]

From FY22-FY26

From FY22-FY26

\$66B in total funding

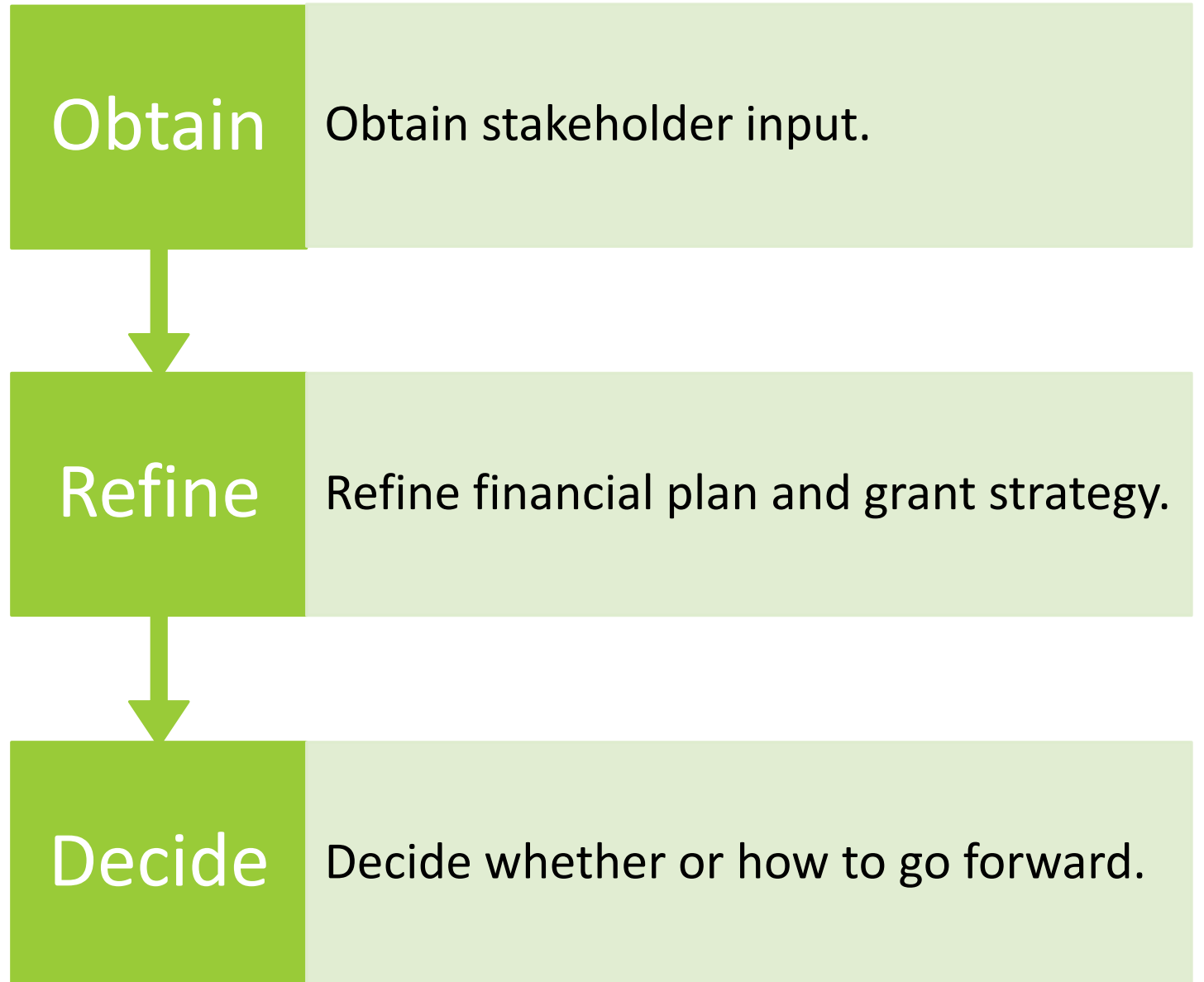
\$36B* in total funding



* \$34.5 billion for grant programs; additional \$1.5 billion is authorized for FRA operations and R&D – not included in this graphic.

** Grants for Restoration & Enhancement (advanced appropriations portion) are funded through “takedowns” from Amtrak NN account; not included in totals to avoid double-counting.

Next Steps



Discussion

FOR MORE INFORMATION ON THE GREATER TRIANGLE COMMUTER RAIL PROJECT, VISIT WWW.READYFORRAILNC.COM.

VI. Greater Triangle Commuter Rail Update

Attachment B

Requested Action:

Receive as Information.

Katharine Eggleston, GoTriangle

VII. TPAC Subcommittee Report

Upcoming Subcommittee Meetings:

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	Bonnie Parker, CAMPO
Next Meeting	TBD *as needed	7/26 – 1:30-3:30pm	7/28 – 1:30-3:00pm

VIII. Other Business

Any other new or old business to discuss?

IX. Adjourn

Next TPAC Meeting:

August 10th, 2022