

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Meeting via WebEx • May 11, 2022 • 9:30am

MEETING MINUTES

5/11/2022 TPAC Attendance					PM= Primary Member, VA= Voting Alternate, OA= Other Alternate, MG= Meeting Guest						
Agency/Org	Name	PM	VA	OA	MG	Agency/Org	Name	PM	VA	OA	MG
TPAC Chair/Garner	Gaby Lawlor	1				Raleigh	David Walker				1
TPAC Vice-Chair/Raleigh	David Eatman	1				Raleigh	Michael Moore	1			
Apex	Katie Schwing		1			Raleigh	Meghan Finnegan				1
CAMPO	Evan Koff				1	Raleigh	Het Patel				1
CAMPO	Alex Rickard		1			Raleigh	Janice Copeland				1
CAMPO	Shelby Powell	1				Raleigh	Ryan Boivin				1
CAMPO	Bonnie Parker				1	Raleigh	Shavon Tucker				1
Cary	Mark MacDougall		1			Rolesville					
Cary	Kevin Wyrauch				1	RTP Foundation	Travis Crayton	1			
Cary	Christine Sondej	1				Wake County	Akul Nishawala	1			
Fuquay-Varina	Allison Wylie	1				Wake County	Tim Gardiner	1			
GoTriangle	Steven Schlossberg		1			Wake Forest	Dylan Bruchhaus	1			
GoTriangle	Liz Raskopf				1	Wendell	Mathew Burns	1			
GoTriangle	Curtis Hayes				1	Wendell	Bryan Coates				1
GoTriangle	Michelle Peele	1				Zebulon	Aaron Chalker	1			
GoTriangle	David Jerrido				1	Other Guest/WakeUp Wake County	Nathan Spencer				1
GoTriangle	Katie Urban				1	Other Guest/NCDOT	Bob Deaton				1
GoTriangle	Jenny Green				1	Other Guest/Triangle J COG	Shuchi Gupta				1
Holly Springs						Other Guest/Consultant	Scott Lane				1
Knightdale	Andrew Spiliotis	1				Other Guest/Consultant	Mark Huffer				1
Morrisville	Danielle Kittredge	1				Other Guest/Consultant	William "Bill" Gilmore				1
NC State University	Andrea Neri	1									

I. Welcome and Introductions

Gaby Lawlor, TPAC Chair, opened the meeting. The roll call was conducted, and quorum was established.

II. Adjustments to the Agenda

Chair Lawlor noted no adjustments to the agenda.

III. General Public or Agency Comment

Chair Lawlor opened the floor for anyone wishing to make comments.

Nathan Spencer – WakeUp Wake Co; VC of Raleigh Transit Authority provided comments. Mr. Spencer noted that the NC Budget & Tax Center issued a recent report that in a family of four, both adults need to earn at least \$20/hr to afford to live in Wake County. This reinforces the work being done at TPAC because affordability is not just housing, but the cost of being able to live and being able to move around. This includes not just shiny transit systems, but people being able to make commuting and personal trips. Also, Mr. Spencer wanted to reinforce the importance of the presentation today around the BRT and noted that we need to be looking at our timelines and be conscious of where we're going with this, how this fits together and how to keep moving as quickly as possible.

Chair Lawlor noted that we are a quickly growing area, and that makes everything more expensive; she thanked Mr. Spencer for the comments.

TPAC ADMINISTRATIVE ITEMS

IV. TPAC Meeting Minutes Attachment A

Requested Action:

Consider adoption of the draft April TPAC meeting minutes.

CAMPO Staff Shelby Powell noted a minor correction needed to be made to attendance on the April meeting minutes – CAMPO staff Alex Rickard should be noted as a voting alternate, not a primary member. TPAC Alternate Katie Schwing asked if she was appropriately designated as meeting guest at the April meeting. Ms. Powell responded that since Shannon Cox was the voting member for the Town at the last meeting, Ms. Schwing was recorded as guest. Motion was made by Michelle Peele (GoTriangle) to adopt the April 2022 TPAC meeting minutes; Second was made by Alex Rickard (CAMPO). Motion carried unanimously.

V. Wake BRT Program Update

Requested Action: Receive as information.

Het Patel and Meg Finnegan, City of Raleigh staff, provided an update on the status of the Wake BRT program. Mr. Patel reported that the New Bern Avenue project has completed 90% design plans, which includes runningway and roadway design, landscaping, and downtown routing. Concrete, railing and glass artists have been selected for the New Bern corridor and draft conceptual designs will be available for public review and feedback in early May. A variety of system-wide components have been advanced, including station design and branding. Mr. Patel reported the updated Southern and Western design timelines and next steps, including FTA Capital Investment Grant (CIG) strategy. The Southern BRT corridor will be submitted for FTA rating first, since additional work is needed on the Western BRT corridor to determine project costs, and staff has learned the lesson during the development of the Eastern BRT corridor to make sure costs are well-vetted before requesting federal funding. Work will continue on both corridors to move them toward that federal funding pipeline. The real estate acquisition has begun on the Eastern Corridor, and the artist design concepts will be shared on the project website soon.

Ms. Finnegan reported that a Major Investment Study (MIS) for the Northern Corridor has kicked off to better define the project service area and routing alternatives. She reviewed a summary of the Northern MIS scope of work and project schedule, including three phases of analysis and three phases of corresponding community engagement efforts. The Study will be performed by HDR and has an 18-month long timeframe. The study will look at fatal flaws such as whether a 40-foot articulated bus can operate on proposed corridors, and whether the FTA-defined BRT condition of at least 50% dedicated bus infrastructure can be accommodated. The first phase of engagement will occur in Fall 2022. Ms. Finnegan also noted that there have been questions about the possibility of serving Wake Tech with this project, so that will be evaluated as well.

TPAC Member Shelby Powell noted that the MPO would like to meet with the project team to get an update on the Concurrence Process for these projects. Also, Ms. Powell requested that the project team make sure to coordinate with the PEC subcommittee on engagement efforts so that the entire Wake Transit program can continue to be coordinate for the benefit of the public, and so that opportunities to leverage other outreach events can be capitalized upon.

This report was received as information.

VI. FY 2023 Wake Transit Work Plan, Project Agreement Groupings and Reporting Deliverables Attachment B

Requested Action: Consider recommending approval of the FY 2023 Recommended Wake Transit Work Plan project agreement groupings and reporting deliverables to the Wake Transit governing boards.

TPAC Member Steve Schlossberg presented the grouping of agreements for projects included in the recommended FY2023 Wake Transit Work Plan and reviewed the reporting deliverables for each category of project covered by the agreements. Mr. Schlossberg provided background on project agreements and basic elements of agreements. Sec 7.01 of the Interlocal Agreement for the deployment of the Wake Transit program is driver of what's in agreements and Exhibit A deliverables. The Lead Agency assignment for project grouping agreements and reporting deliverables is assigned to GoTriangle as tax district administrator. CAMPO is a party to some agreements, primarily those that involve GoTriangle as project sponsor to maintain program control, and those that have Concurrence involved or may require TIP action. The Attachment has agreement groupings outlined which match the financial ordinance. While special agreements less common things like concurrence, general agreements are more generic and apply to multiple standard projects like bus operations.

There are two reserve accounts without specific agreements that await amendments to the work plan to dictate agreements – CFA funding and Technology funding. Mr. Schlossberg highlighted the agreement structure and an Exhibit A example. Performance deliverables are fairly standardized through work of PP/BF subcommittees. He noted that the Tax District reviews the deliverable status in conjunction with reimbursement requests. Mr. Schlossberg noted that GoTriangle is working to encourage project sponsors to reevaluate budgets every quarter to allow funds to be released back to fund balance in ongoing fashion to be diligent with the budget and funds. He presented other groupings of projects with standard deliverables including staffing, transit service, and plans/studies. Minimal changes to agreements are typically done each year because all lawyers have reviewed agreements in prior years. This year, GoTriangle has changed expiration to 12/31 for all agreements regardless of years. This will allow for Q1 amendment cycle to extend period of performance in consistent way.

A motion was made by Shelby Powell (CAMPO) to recommend the Governing Boards approve the agreement groupings and reporting deliverables as part of the FY 23 Work Plan; Second was made by Christine Sondej (Cary). Motion carried unanimously.

VII. Subcommittee Report:

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

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	5/19 – 2:00-3:00pm* <i>*as needed</i>	5/24 – 1:30-3:30pm	5/26 – 1:30-3:00pm

Chair Lawlor reviewed the upcoming Subcommittee meeting schedule.

VIII. Other Business

TPAC Member Shelby Powell announced that CAMPO has hired a new Wake Transit Program Manager, Anna Stokes. Ms. Powell noted that Ms. Stokes was in orientation training today and unable to join the meeting, but that she would be attending other meetings and encouraged TPAC members to reach out to her as needed.

TPAC Alternate Bonnie Parker encouraged TPAC members to stay engaged with the many outreach efforts that are underway, particularly for the Wake Bus Plan, which has an active engagement period happening currently. She noted that it helps amplify the messaging for that outreach when TPAC member agencies post things on social media or utilize the media kit available to them. She also congratulated the GoTriangle team on a recent video prepared for Univision television that highlighted current activities.

IX. Adjourn

There being no further business, Chair Lawlor adjourned the meeting. The next TPAC meeting is scheduled to be held virtually on June 8th, 2022.