

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Meeting via WebEx • January 12, 2022 • 9:30am- 11:45am

Meeting Link: <https://cormp.webex.com/cormp/j.php?MTID=ma4af55f700f628d3e9aad167aa4623c5>

Meeting Code: 2309 521 3629

Call in Number: 1-650-479-3208

If assistance is needed or to request this document in an alternative format, please contact 800-735-2962(TTY) and request a connection to the City of Raleigh's Communication Department at least 72 hours (3 days) in advance of the meeting.

AGENDA

- I. **Welcome and Introductions** (Gaby Lawlor, TPAC Chair)
- II. **Adjustments to the Agenda** (Gaby Lawlor, TPAC Chair)
- III. **General Public or Agency Comment** (Gaby Lawlor, 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 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. **2022 TPAC Chair & Vice Chair Elections**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes)

In January each year, the TPAC Administrator conducts Chair and Vice Chair elections in accordance with the Transit Planning Advisory Committee (TPAC) bylaws. The term of office is one calendar year, and there are no limits on the number of consecutive terms a TPAC member may serve in a leadership role. Nominations for the 2022 term opened at the December 8th regular TPAC meeting. Primary voting members that are interested in serving in either role were asked to email their interest to stephanie.plancich@campo-nc.us for inclusion in the vote on January 12th.

Requested Action: Nominate and elect a TPAC Chair and Vice Chair for the 2022 term.

- V. **2022 TPAC Meeting Schedule**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes)

Each year the TPAC sets its regular meeting schedule for the next calendar year. The current schedule is the 2nd Wednesday of the month between 9:30am and noon.

January	12 th	April	* 20 th	July	13 th	October	12 th
February	9 th	May	11 th	August	10 th	November	9 th
March	9 th	June	8 th	September	14 th	December	14 th

Requested Action: Confirm the 2022 TPAC meeting schedule.

VI. 2022 TPAC Weighted Voting Structure

(Information Item: Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment A**

In accordance with the TPAC bylaws, the TPAC's weighted voting structure is updated to reflect current population data each year. The 2022 structure reflects 2020 population estimates published by the Office of State Budget and Management (OSBM).

Requested Action: Receive as information.

VII. TPAC Membership Update

(Information Item: Stephanie Plancich, TPAC Administrator, 10 minutes) **Attachment B**

2021 was a busy year for the TPAC. We celebrated several programmatic accomplishments, including the first full update to Wake County's Transit Plan. TPAC members provided guidance and support for several planning efforts, and project sponsors moved numerous transit projects closer to completion. We did all of it while the TPAC's member roster saw significant changes. A total of 47 TPAC roster adjustments were made in 2021. This membership update is intended to welcome our new members, thank those who have moved onto new things and to build some familiarity amongst the members of their designated roles. Members are asked to review the current TPAC roster (Attachment B) and email stephanie.plancich@camo-nc.us with any questions or to request edits and updates.

Requested Action: Receive as information.

VIII. TPAC Member Survey

(Information Item: Stephanie Plancich, TPAC Administrator, 20 minutes)

In December, CAMPO staff sent out a TPAC member's survey to capture feedback, opinions and guidance on several of the TPAC's ongoing and upcoming administrative activities. TPAC and TPAC subcommittee members were encouraged to participate whether they are a new to Wake Transit or a seasoned program participant. We will discuss the survey results and resulting recommendations that emerged from them.

Requested Action: Receive as information.

PLANNING AND PROGRAMMING ITEMS

IX. FY2022, 3rd Quarter Wake Transit Work Plan Amendment Requests

(Action Item: Bret Martin, CAMPO, 20 minutes) **Attachment C**

Twenty-four (24) amendment requests were submitted by CAMPO, the City of Raleigh, GoTriangle, and the Towns of Apex and Cary for consideration in the 3rd quarter of FY 2022. Documentation for the amendment requests, including more information on the nature of each request, is provided in Attachment C. All 24 of the amendment requests fall into the 'Major Amendment' category. Per the adopted Wake Transit Work Plan Amendment Policy, the TPAC Budget & Finance and Planning & Prioritization Subcommittees are tasked with jointly reviewing amendment requests when quarterly amendment lists contain one (1) of more 'Major Amendment' requests. The subcommittees consider appropriateness of changes in scope or the scope of new projects and, if applicable, financial choices and tradeoffs associated with the proposed amendments. The subcommittees unanimously rendered a scope and financial disposition for the requested amendments at a December 17th joint meeting with the following findings:

- 1) The proposed reductions in FY22 budgeted amounts for various operating projects would result in a total of \$2,887,613 being added to fund balance, which allows more funding to be encumbered to other projects;
- 2) The proposed reductions in capital project allocations made in prior fiscal years would result in a total of \$946,124 being added to fund balance, which allows more funding to be encumbered to other projects;
- 3) The addition of a proposed operating project funding allocation for CAMPO administrative expenses related to its Wake Transit Plan implementation responsibilities is appropriate for the continued implementation of the Wake County Transit Plan;

- 4) The proposed change in budget to add \$15,000,000 to Project TC002-F [Downtown Cary Multimodal Transit Center (Design and Land Acquisition)] to fund land acquisition for the facility is appropriate for the continued implementation of the Wake County Transit Plan and, more specifically, the Wake BRT: Western Corridor project, the western Durham to Garner/Clayton commuter rail project, and GoCary bus service expansion; and
- 5) The proposed changes in budget to add \$30,000 to Project TC005-A3 [Western Corridor Bus Rapid Transit Facility (FY 22 – Project Development, Final Design)] and Project TC002-A [Raleigh Union Station Bus Facility (FY 20 – Design)] for artist retention fees are appropriate for the continued implementation of the Wake County Transit Plan and are consistent with the adopted Wake Transit Art Funding Eligibility Policy.

The amendment requests were released for public comment between December 10, 2021, and January 9, 2022. No public comments were received in response to the amendment requests as of January 5th.

Requested Action: Consider recommending approval of the FY22, 3rd Quarter Wake Transit Work Plan amendment requests to the Wake Transit governing boards.

X. **TPAC Guidance on Financial Model and Multi-Year Operating Program Assumptions for Baseline Pre-Wake Transit Services** (Discussion/Possible Action Item: Bret Martin, CAMPO, 20 minutes)

In August of 2021, in accordance with the Wake Transit Work Plan project funding agreements between GoTriangle and CAMPO, GoTriangle staff submitted to CAMPO staff a final reimbursement request for FY 2021 for performance on projects during the 4th quarter of the FY. After review, CAMPO staff subsequently deemed the reimbursement request incomplete, as well as many of the total requested expenses associated with the reimbursement request ineligible for reimbursement as a result. The information requested by CAMPO staff to be submitted to make the reimbursement request complete included an identification of routes that GoTriangle previously operated but did not operate during FY 21, routes for which GoTriangle operated a reduced number of revenue hours compared to their fully scoped service output, the number of Wake County-attributable revenue hours normally associated with those routes, and the number of Wake County-attributable revenue hours actually provided during the fiscal year. The intent of this request for additional information was to determine the amount of net additional Wake County-attributable revenue hours that were provided above GoTriangle's pre-Wake Transit baseline that could be considered eligible for reimbursement.

Summarily, CAMPO staff's position on the issue is that revenue hours transit providers financially supported before the availability of Wake Transit tax revenues are the transit providers' responsibility to continue to financially support, as the adopted Wake Bus Plan and both the adopted financial model and multi-year operating program components of annual Wake Transit Work Plans require and hold as critical foundational assumptions. Therefore, it is CAMPO staff's position that Wake County-attributable revenue hours of service associated with a pre-Wake Transit baseline are ineligible for reimbursement with Wake Transit tax revenues. It is also CAMPO staff's position that deviating from this determination for GoTriangle's services and allowing GoTriangle's pre-Wake Transit baseline services/revenue hours to be funded with Wake Transit tax revenues would be an inequitable application of established policy across the range of Wake Transit-funded fixed-route service providers (i.e., GoTriangle, GoRaleigh and GoCary). The adopted Wake Bus Plan and the financial model and multi-year operating program components of annual Wake Transit Work Plans are constructed on an essential foundation to only fund the net additional revenue hours for all three fixed-route service providers. If this maintenance of effort requirement did not exist, providers could use tens of millions of dollars in Wake Transit tax revenues to supplant all of their pre-existing services, which would result in the inability for Wake Transit tax revenues to support the level of service expansion envisioned in the Wake County Transit Plan.

As communicated to CAMPO staff, the position on the issue GoTriangle staff holds is that there is not and should not be a maintenance of effort requirement that applies to specific types of baseline expenditures (e.g., bus services, capital infrastructure, staffing resources, etc.) upon which the Wake County Transit Plan intends to build. Instead, transit providers would need to work toward achieving their pre-Wake Transit baseline level of total expenditures that account for the full suite of potential types of expenditures or investments without isolating and subjecting a specific type of expenditure (e.g., bus services) to a maintenance of effort requirement. Given the opposing positions on this issue, CAMPO staff will ask the TPAC to provide guidance on a path forward to resolve this disconnect in program policy interpretation at its January 12th regular meeting and will share various policy alternative scenarios for the TPAC to consider.

Requested Action: Receive as information and provide a program policy recommendation regarding a financial maintenance of effort requirement for bus service expansion.

-- Conduct Roll Call Vote --

XI. Proposed Updates to Adopted Wake Transit Work Plan Amendment Policy and Process

(Information Item: Bret Martin, CAMPO, 10 minutes)

In response to a number of emerging issues highlighting the presence of gaps in the adopted Wake Transit Work Plan Amendment Policy and Process, CAMPO staff has developed a draft policy document with updates to address these gaps. This draft document is currently under review by the TPAC Planning & Prioritization Subcommittee and is anticipated to proceed to the TPAC for its consideration of recommendation of approval at its February 9th regular meeting. CAMPO staff will provide the TPAC with a brief overview of the proposed changes at its January 12th regular meeting.

Requested Action: Receive as information.

XII. FY2023 Wake Transit Work Plan: Development Update

(Information Item: Bret Martin, CAMPO, 15 minutes)

The TPAC and its assigned lead agencies (CAMPO and GoTriangle) are responsible for the development of all components of annual Wake Transit Work Plans. This includes:

- Annual Operating and Capital Budgets;
- Multi-Year Operating Program;
- Multi-Year Capital Improvement Plan (CIP);
- Update of the Wake Transit Financial Plan and financial model assumptions; and
- Project-Level Operating and Capital Funding Agreements.

CAMPO staff will provide a very brief update on the ongoing development of the Draft FY 2023 Wake Transit Work Plan, including progress made to date and challenges associated with future-year expenditure assumptions and their impacts on transit plan financials. It is anticipated that the Draft FY23 Wake Transit Work Plan will be considered for public release by the TPAC at its February 9th regular meeting.

Requested Action: Receive as information.

XIII. FY2023 Wake Transit Work Plan: Engagement Strategy

(Information Item: Liz Raskopf, GoTriangle 10 minutes) **Attachments D & E**

The draft FY2023 Wake Transit Work Plan will be available for public review and comment from February 14th-March 16th, 2022. GoTriangle staff will present the engagement strategy for the Work Plan including draft materials, tactics and schedule. TPAC members are asked to submit comments to eraskopf@gotriangle.org by end of day on Friday, January 14th. The strategy will be finalized at the Community Engagement Subcommittee meeting on January 27th and will be provided to the TPAC at its February 9th meeting.

Requested Action: Receive as information.

XIV. Progress Update: Greater Triangle Commuter Rail Feasibility Study (Phase II)

(Information Item: Katharine Eggleston, GoTriangle, 20 minutes)

GoTriangle staff will provide an overview on Phase II of the Greater Triangle Commuter Rail Feasibility Study as well as status updates regarding rail network modeling, corridor design technical analysis and coordination, and key planning considerations related to affordable housing and travel markets.

Requested Action: Receive as information.

XV. 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	Joint B&F/P&P Meeting	Budget & Finance	Planning & Prioritization	Community Engagement
Chair	David Walker & Steve Schlossberg	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	1/13 – 10:30am-12:00pm	1/20 – 1:30-3:00pm	1/25 – 1:30-3:30pm	1/27 – 1:30-3:00pm

Subcommittee report:

Nominations for 2022 TPAC Subcommittee Chairs and Vice Chairs opened in December, and each group's draft February-July Work Task List was emailed to subcommittee members for review just before Christmas break. Elections and a vote to adopt the Work Task Lists will occur at each subcommittee's January meeting.

On December 2nd the CE Subcommittee met. The chairs walked through the progress made toward accomplishing the previous 6 month's Work Task List. Lead agency staff provided updates, and input was used to draft the Task List being considered in January. One significant new task is the development of a Wake Transit Communications Plan now that a Wake Transit Communications Coordinator has been hired at GoTriangle. Members then reviewed the FY23 Work Plan engagement strategy and draft materials and received a progress report on the development of the updated Community Engagement Policy.

On December 17th a Joint B&F and P&P Subcommittee meeting was held to recommend the FY22/Q3 Amendment Requests to be considered by the TPAC earlier on this agenda. Then discussion focused on development of the FY23 Work Plan budget. There was some time available for members to review initial funding scenarios to address the \$230 million funding gap that remains through FY2030.

A second joint meeting, to continue the discussion on funding options to address the gap, has been scheduled on January 13th from 10:30am-12:00pm.

XVI. Other Business

Any new or old business to discuss?

XVII. Adjourn

The next TPAC meeting is scheduled to be held virtually on February 9th, 2022.