

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Meeting via WebEx • August 10, 2022 • 9:30am- 11:30am

Meeting Link: <https://cormp.webex.com/cormp/j.php?MTID=ma65b88c3c696ad4ac1414d4160d18b6c>

Meeting Code: 2311 218 7843

Call in Number: 1-650-479-3208

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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 anna.stokes@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

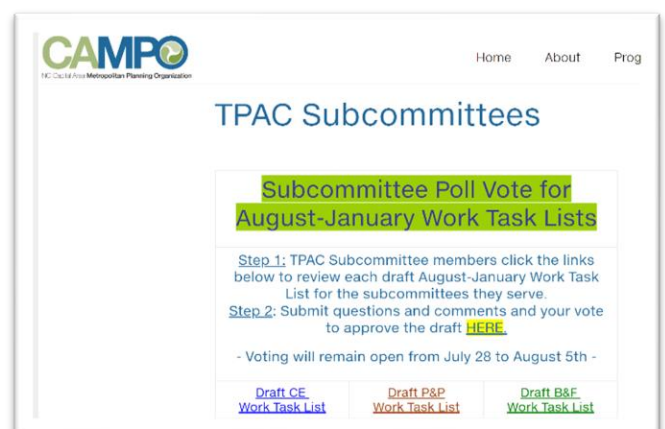
- IV. **TPAC Meeting Minutes**
(Action Item: Gaby Lawlor, TPAC Chair, 5 minutes) **Attachment A**

Requested Action: Consider adoption of the draft July TPAC meeting minutes.

- V. **August to January TPAC Subcommittee Work Task Lists**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment B**

Each TPAC subcommittee has drafted and voted to adopt an August to January Work Task List. The Work Task Lists outline the specific recurring, technical and specially assigned work that the subcommittee will undertake throughout the next 6-month period. The voting process was conducted electronically from July 28th – August 5th to ensure that subcommittee members had a full 7 days to review the draft documents prior to submitting their vote and to submit their questions or comments to staff for consideration. Each draft work task list, including the voting record is included as Attachment B.

Requested Action: Consider endorsing the Budget & Finance, Planning & Prioritization and Community Engagement Subcommittee August-January Work Task Lists.



-- Conduct Roll Call Vote --

VI. Progress Update: Joint On-Call Transit Planning/Engineering Services Contract
(Information Item: Anna Stokes, CAMPO, 5 minutes)

CAMPO staff, over the past year, have worked with various Wake Transit partners to develop and execute a new joint on-call transit planning/engineering services contract. Staff will provide a progress update as participating partners are nearing the conclusion of the process.

Requested Action: Receive as information

PLANNING AND PROGRAMMING ITEMS

VII. Updated Wake Transit Work Plan Amendment Policy
(Information Item: Stephanie Plancich, CAMPO, 15 minutes) **Attachment C**

In response to a number of emerging issues highlighting the presence of gaps in the adopted Wake Transit Work Plan Amendment Policy, CAMPO staff led the process to update the policy in coordination with the TPAC Planning & Prioritization Subcommittee. The TPAC reviewed the draft policy for recommendation at its February meeting. Lead agency staff from CAMPO and GoTriangle have since added language to address a couple of additional administrative gaps and to align the policy with other schedules and policies being developed. CAMPO staff will present these additional changes for discussion with the TPAC and will collect comments through Friday, August 12th. The draft Amendment Policy will then be released for public review and comment for 14 days from August 15th to 30th.

Requested Action: Receive as information. Submit comments to stephanie.plancich@campo-nc.us by Friday, August 12th.

VIII. FY23 Master Wake Transit Work Plan Activities Calendar
(Information Item: Anna Stokes, CAMPO, 10 minutes) **Attachment D & E**

CAMPO staff will present the FY23 Work Plan Amendment Schedule, Attachment D, which includes a special cycle for period of performance (POP) requests the end of May 2023 in accordance with the draft update to the Wake Transit Work Plan Amendment Policy discussed in item VI. Should the policy not be adopted, or the POP applicable portion of the policy be modified at the time of adoption, the schedule will be updated accordingly.

Also attached is the draft copy of the FY23 Wake Transit Work Plan Master Calendar (Master Calendar). This document has been expanded some from previous years to include major partner deadlines, additional engagement information and it has been extended through Work Plan adoption in June. CAMPO staff will collect comments and feedback on the draft Master Calendar through August 26th and then will present the final draft to the TPAC at its September meeting.

Requested Action: Review the draft FY23 Wake Transit Master Calendar and submit comments to anna.stokes@campo-nc.us by Friday, August 26, 2022. Receive the FY23 Work Plan Amendment Schedule as information.

IX. Community Funding Area Program – FY2024 Kickoff
(Information Item: Evan Koff, CAMPO, 10 minutes) **Attachment F**

CAMPO staff will present an overview of available funding amounts and the schedule for the upcoming FY2024 Community Funding Area Program call for projects and project selection process. This schedule is provided as Attachment F.

Requested Action: Receive as information

X. Public Review of Draft Wake Transit Community Engagement Policy
 (Action Item: Curtis Hayes, GoTriangle, 30 minutes) **Attachment G, H & I**

GoTriangle staff will present the Wake Transit Community Engagement Policy, Attachment G. The purpose of the policy is to 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. This policy applies to project sponsors to serve as a guide for engagement practices when delivering program-level and/or project-level services in the area. The policy seeks to improve Wake Transit’s engagement processes and outcomes by encouraging a consistent, transparent approach, and continual learning through evaluation and expanding the range of engagement methods.

The current adopted policy requires a 45-day public review and comment period for the Wake Transit Community Engagement Policy. The review is scheduled for August 15, 2022 – September 29, 2022. GoTriangle staff will provide its engagement strategy and drafted communications materials with the TPAC for review and discussion at its meeting on the 10th. The policy and engagement summary will return to the TPAC for recommendation in October and is anticipated to be considered by the CAMPO and GoTriangle governing boards on November 16th.

Requested Action: Receive as information. Help support engagement efforts beginning on August 15th.

XI. Project Update: Wake BRT: Southern Corridor
 (Information Item: Het Patel, Raleigh, 15 minutes)

Raleigh staff will provide a project update on each of August-January the four core Wake BRT corridors with special emphasis on the Southern Corridors progress as they are working on that project’s ratings package.

Requested Action: Receive as information.

XII. 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 Wyrach, Town of Cary	Bonnie Parker, CAMPO
Next Meeting	8/18 2:00-3:00pm	8/23 – 1:30-3:30pm	8/25 – 1:30-3:00pm

XIII. Other Business

- ANY Period of Performance Extensions needed for this fall???
- FY2023 2nd Quarter Wake Transit Work Plan Amendment Requests are Due, August 26th
- Annual project progress and expenditure reviews are underway – Memo to TPAC in October
- FY2024 Work Plan kickoff and call for projects opens on September 14th

Any other new or old business to discuss?

XIV. Adjourn

The next TPAC meeting is scheduled to be held virtually on September 14th, 2022.