

WAKE TRANSIT PLAN

Transit Planning Advisory Committee

TPAC REGULAR MEETING

December 14, 2022

9:30AM – 12:00PM

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

I. Welcome and Introductions

David Eatman, TPAC Vice Chair

II. Adjustments to the Agenda

David Eatman, TPAC Vice Chair

III. General Public or Agency Comment

Reminder: Public comments are limited to 3 minutes.

David Eatman, TPAC Vice Chair

IV. TPAC Meeting Minutes

Attachment A

Requested Action:

Consider adoption of the draft September and October TPAC meeting minutes.

David Eatman, TPAC Vice Chair

V. 2023 TPAC Chair and Vice Chair Nominations Open

Requested Action:

Receive as information.

Email your interest into serve or the nomination of another member to stephanie.plancich@campo-nc.us by January 6th.

Stephanie Plancich, TPAC Administrator

VI. 2023 TPAC Meeting Schedule and Process

Recommendations

Maintain the current TPAC meeting schedule
(2nd Wednesday of the month from 9:30am-noon)

- - - - -

Begin offering a hybrid meeting option for members to attend
virtually or in-person at the CAMPO office

Stephanie Plancich, TPAC Administrator

VI. 2023 TPAC Meeting Schedule and Process

Requested Action:

Receive as information.

Email comments on recommended schedule and process to stephanie.plancich@campo-nc.us by January 6th.

VII. Subcommittee Administrative Task Update

Month	Activity
December	Draft February to July Work Task Lists
	Election Nominations are open
	Schedule and Process are being discussed *PD Subcommittee
January	Vote to elect leadership, adopt the Work Task Lists and set their meeting schedules
February	TPAC receives results of subcommittee action items for endorsement

Stephanie Plancich, TPAC Administrator

VII. Subcommittee Administrative Task Update

Requested Action:

Receive as information.

VIII. Greater Triangle Commuter Rail Study, Phase 2 Update and Next Steps

Mathew Clark, GoTriangle

VIII. Greater Triangle Commuter Rail Study, Phase 2 Update and Next Steps

Requested Action:

Receive as information.

IX. Wake Bus Plan Project Prioritization Policy

Anna Stokes, CAMPO

IX. Wake Bus Plan Project Prioritization Policy

Requested Action:

Receive as information.

X. Wake Bus Plan Update Progress Report

Requested Action:

Receive as information.

Jenny Green, GoTriangle

X. Wake Bus Plan Update Progress Report

Requested Action:

Receive as information.

Jenny Green, GoTriangle

IX. Wake Bus Plan Project Prioritization Policy

Requested Action:

Receive as information.

Anna Stokes, CAMPO

IX. Wake Bus Plan Project Prioritization Policy

Requested Action:

Receive as information.

Anna Stokes, CAMPO

Wake Transit Progress Report

FISCAL YEAR 2022

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Wake County Progress Report

The Wake County Progress Report, included within GoTriangle's Annual Report, highlights activities that occurred throughout the fiscal year and provides a financial summary for the year as reported in the Annual Comprehensive Financial Report.

Content

FISCAL YEAR 2022

Year End Review


- Accomplishments
 - Service Improvements by Providers
 - Capital Projects by Project Sponsor
 - Planning Projects by Project Sponsor
- Wake Transit Revenues and Expenditures

FISCAL YEAR 2023

Next Steps

- Planned Service Improvements by Providers
- Planned Capital Projects by Project Sponsor

Schedule

- Contact Partners for Input (complete)
 - Wake County Check In
- Draft Development
- October 27, 2022: CE Subcommittee
 - Presentation of Progress Report *(No Financial Information To Be Included)*
- November 14, 2022: Joint B&F, P&P, and CE Subcommittee Meeting
 - Presentation of Progress Report *(Financial Information To Be Included)*
- December 14, 2022: TPAC 
 - Presentation of Final Progress Report *(Financial Information To Be Included)*
- January 2023: Governing Boards Presentation of Progress Report

Wake Transit Financial Report

FISCAL YEAR 2022

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☐ \$121,441,978 Half Cent Sales Tax

☐ \$6,576,286 \$5 Vehicle Registration Tax

☐ \$4,561,440 Vehicle Rental Tax

☐ \$2,814,725 \$3 Vehicle Registration Tax

☐ \$4,200 Other Revenue

☐ -\$13,439,065 Unrealized Investment Loss

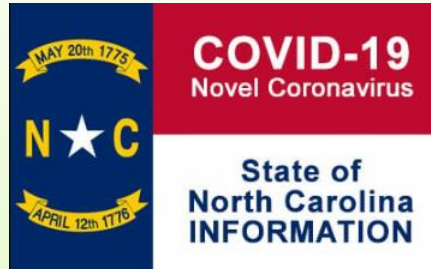


- ❑ \$24,511,123 Vehicle Acquisition
- ❑ \$14,484,651 Transit Services
- ❑ \$5,354,063 Bus Rapid Transit
- ❑ \$3,405,761 Transit Plan Administration
- ❑ \$3,159,019 Bus Infrastructure
- ❑ \$2,078,877 Commuter Rail Transit
- ❑ \$1,045,869 Capital Planning
- ❑ \$728,039 Community Funding
- ❑ \$451,528 Tax District Administration
- ❑ \$5,511,228 Allocation to Operating Fund
- ❑ \$65,110,845 Allocation to Capital Fund



FY21 and FY22 Transit Services

COVID-19 Impact



FY21 and FY22 Transit Services

Bus Driver Shortage

Bus Driver Shortage Undercutting Local Transit Systems Nationwide



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Bus Operators in Crisis

The Steady Deterioration of One of Transit's Most Essential Jobs, and How Agencies Can Turn Things Around

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CityLab Transportation **America's Bus Driver Shortage Has Left Transit Systems in Crisis**

WE ARE HIRING BUS OPERATORS!

APPLY TODAY!
GOTRANSITZ.ORG/CAREERS



- MEDICAL
- LEAVE
- DENTAL
- RETIREMENT
- VISION
- LIFE INSURANCE

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

FY21 and FY22 Transit Services

Wake Transit Directed Transit Operations

FY21	GoCary	GoRaleigh	GoTriangle
<i>Adopted Budget</i>	\$ 1,941,795	\$ 12,092,011	3,672,989
Submitted	\$ 1,401,278	\$ 8,746,326	\$ 2,254,413
Reimbursed	\$ (1,401,278)	\$ (8,746,326)	\$ (1,837,442)
Outstanding	\$ -	\$ -	\$ 416,971

FY22	GoCary	GoRaleigh	GoTriangle
<i>Adopted Budget</i>	\$ 2,135,974	\$ 11,247,589	3,936,702
Submitted	\$ 2,077,641	\$ 10,005,446	\$ 2,114,649
Reimbursed	\$ (2,077,641)	\$ (10,005,446)	\$ -
Outstanding	\$ -	\$ -	\$ 2,114,649

Reimbursement requests from GoCary, GoRaleigh and GoTriangle are for actual service delivered on adopted FY21 and FY22 Wake Transit Work Plan projects.

Bus Service	Subcategory Total	\$18,827,053	\$20,640,987	\$21,157,013
<i>City of Raleigh</i>	<i>Agency Subtotal</i>	\$12,092,011	\$11,992,659	\$12,292,475
TO004-D Increase Frequency on Route 7 (South Saunders)		\$260,518	\$107,677	\$110,369
TO004-E Increase Sunday Service Span		\$1,531,436	\$1,828,868	\$1,874,589
TO005-AL Improvements to Route 21 - Caraleigh		\$396,631	\$493,826	\$506,172
TO005-AM Glenwood Route Package		\$471,164	\$993,427	\$1,018,263
TO005-BJ GoRaleigh Complementary ADA Services		\$1,247,999	\$1,477,885	\$1,514,832
TO005-I Southeast Raleigh Route Package (4 Routes)		\$2,735,060	\$2,196,138	\$2,251,041
TO005-J NW Raleigh Route Package (4 Routes)		\$3,190,903	\$2,884,252	\$2,956,358
TO005-P Route 33 / New Hope - Knightdale		\$460,000	\$414,636	\$425,002
TO005-Q New Route 401 – Rolesville Express		\$119,000	\$121,975	\$125,024
TO005-R Route 20: Garner		\$1,679,300	\$1,473,975	\$1,510,824
<i>GoTriangle</i>	<i>Agency Subtotal</i>	\$4,288,093	\$5,427,702	\$5,563,395
TO003-A Fuquay-Varina Express Route		\$285,971	\$293,120	\$300,448
TO005-A Route 100 Frequency and Sunday Span Improvements		\$541,893	\$555,440	\$569,326
TO005-AC Improvements to Route 305: Holly Springs-Apex-Raleigh		\$857,511	\$1,501,452	\$1,538,988
TO005-AS Route NRX / North Raleigh Express		\$313,200	\$321,030	\$329,056
TO005-B Route 300 Improvements		\$648,753	\$664,972	\$681,596
TO005-BH GoTriangle Complementary ADA Services		\$187,285	\$468,385	\$480,095
TO005-C Additional Trips for Durham-Raleigh Express		\$245,055	\$288,110	\$295,313
TO005-D Reliability Improvements for Chapel Hill-Raleigh Express		\$61,424	\$62,960	\$64,534
TO005-X New Route 310: RTC-Cary		\$1,147,001	\$1,272,233	\$1,304,039
<i>Town of Apex</i>	<i>Agency Subtotal</i>	\$115,000	\$379,770	\$389,264
TO005-BF GoApex Route 1: Fixed-Route Circulator		\$115,000	\$379,770	\$389,264
<i>Town of Cary</i>	<i>Agency Subtotal</i>	\$1,941,795	\$2,135,974	\$2,189,373
TO004-A Sunday and Expanded Holiday Service on All Pre-Existing Routes		\$453,807	\$418,291	\$428,748
TO004-B Increase Midday Frequencies on Pre-Existing Routes		\$475,000	\$490,377	\$502,636
TO005-BE Apex-Cary Express		\$129,114	\$148,038	\$151,739
TO005-BI GoCary Complementary ADA Services		\$125,000	\$132,360	\$135,669
TO005-H Weston Parkway Route		\$758,874	\$946,908	\$970,581

FY21 and FY22 Transit Services

Reimbursement Approval Process

Adopted by the Budget and Finance sub-committee in order to:

- Allow staff to focus on Wake Transit Projects
- Limit the request for additional FTE administrative spending

Tax District Administration creates reimbursement template. Templates are reviewed as part of the yearly financial audit for sampling and compliance testing.

Submit Request

- Providers submit reimbursement templates for actual Wake Transit service delivered
- Financial officer or representative reviews and validates template



Review Request

- Confirm that progress report showed activity on reimbursement requests
- Confirm that financial officer or representative has reviewed and validated the reimbursement template

The Tax District Administration reviews all Non-Community Funding Area reimbursement templates, except GoTriangle's which are reviewed by CAMPO. CAMPO requests additional detail back-up that other transit partners are not required to submit.

FY21 and FY22 Transit Services

Difference of interpretation

The TPAC recommended and Wake Transit Governing Boards adopted the “Baseline Transit Funding Documentation” that identifies pre-Wake Transit funding baseline for each Provider.

Currently, there is a difference in Interpretation about whether transit providers are held to a financial baseline or Revenue Hour baseline.

This difference of interpretation is preventing the Tax District Administration from distributing Wake Transit funds to all transit providers, who have delivered service according to the adopted FY21 and FY22 Wake Transit Work Plans.

FY21 and FY22 Transit Services

Upcoming Work: Review Baseline Funding Methodology

Budget and Finance Committee Task List includes review and provide a recommendation if needed to TPAC.

Specialized	receive a summary presentation of FY2022 AIT funding allocations and reimbursements	Oct-Dec		X		X	
Specialized	Review and provide a recommendation, if needed, to the TPAC to approve or deny proposed baseline funding methodology and process adjustments to the financial policy	Aug-Oct		X		X	

The Work group is currently meeting to develop a consistent reimbursement process that will help guide the fiscal year 2023 process, and we will bring the outcome to TPAC in the near future.

FY21 and FY22 Transit Services

Action Item:

Whereas,

- There was awareness of the significant impact of COVID on transit operations in early 2021 Budget and Finance subcommittee meetings, and
- There is agreement that transit providers should not be financially impacted due to the unprecedented global pandemic and unique challenges, and
- The reimbursement procedures and baseline funding methodology are being discussed and updated by a work group,

Questions?

V. FY21 and FY22 Baseline Reprieve and Reimbursement Request Consideration

Requested Action:

Consider a reprieve of baseline requirements and recommend approval of submitted FY2021 and FY2022 reimbursement requests for Wake Transit programmed investments.

VI. Notice of Workgroup Development:
FY24 Work Plan – GTCR Workgroup
Attachment C

Anna Stokes, CAMPO

PURPOSE & STRUCTURE:

- The purpose of this group is to discuss how to incorporate the GTCR project into the Draft FY24 WTWP given the complexity of the projects' competing timelines
- While technically led by CAMPO, as CAMPO is the Lead Agency for the WT Annual Work Plan, this Workgroup is truly a joint effort between CAMPO and GoTriangle

MEMBERSHIP:

- CAMPO, Town of Cary, Town of Garner, GoTriangle, Town of Holly Springs, Town of Morrisville, City of Raleigh, RTP, & Wake County

GOALS:

- Develop a series of recommendations to present to the B&F and P&P subcommittees during their joint fall 2022 meetings (September, October, November, and December) on how to incorporate the GTCR project into the Draft FY24 WTWP
- This workgroup will not make any decisions on their own, but instead provide recommendations

TASKS:

- Participate in discussions on the GTCR project
- Provide insight from their perspective organizations
- Discuss potential financial scenarios to be run by the B&F subcommittee
- Discuss the potential impacts of each proposed implementation scenario on the FY24 WTWP
- Request more information or analysis from GoT as needed
- Analyze any newly supplied information

KICK-OFF MEETING:

- Held on Thursday, September 8th
- Presentations from the GoTriangle GTCR Project Team and Financial Team
- Collected input from all workgroup members to help scope the trajectory of the group

PATH FORWARD:

- Meeting ~Bi-weekly
- Remain flexible to respond to the changing GTCR schedule and needs

VI. Notice of Workgroup Development: FY24 Work Plan – GTCR Workgroup

Requested Action:

Receive as Information

VII. Updated Wake Transit Work Plan Amendment Policy

Attachment D

Stephanie Plancich, CAMPO

Work Plan Amendment Policy Update - Adoption Timeline

Action	Date
TPAC 1 st review and recommendation:	February 9 th
TPAC review and release for public review:	August 10 th
Public review and comment period:	August 15 th - August 30 th
CAMPO TCC draft review	September 1, 2022
TPAC review and recommendation	September 14, 2022
CAMPO Executive Board draft review	September 21, 2022
GoTriangle Board of Trustees draft review	September 28, 2022
CAMPO TCC policy recommendation	October 6, 2022
CAMPO Executive Board policy adoption	October 19, 2022
GoTriangle Board of Trustees policy adoption	October 26, 2022

Policy & Process Changes Recommended by the TPAC

- Added scenario descriptions to better define MINOR amendments
- Amendment list will be grouped primarily by operating vs. capital rather than major vs. minor
- Amendment requests will be reviewed at joint B&F and P&P subcommittee meetings where financial and scope dispositions will be discussed and considered
- A special amendment request cycle for capital project period of performance extensions will be developed.
- Added guidance on developing the annual amendment schedule
- Added guidance to GoTriangle staff who play a role in processing Work Plan amendments
- Added a notation for who will process updates to the policy when needed in the future
- Included more information on the joint meeting review and recommendation process.
- Created an appendix for the roles and responsibilities information including new language that will allow for agreed upon changes to be made to stated roles and responsibilities without it triggering a full policy amendment.

VII. Updated Wake Transit Work Plan Amendment Policy

Requested Action:

Recommend adoption of the updated Wake Transit Work Plan Amendment Policy to the CAMPO and GoTriangle governing boards.

TPAC Roll Call Vote:

1. Approve the Draft August TPAC Meeting Minutes
2. Recommend reprieve of FY21 and FY22 baseline/MOE requirements and recommend approval of reimbursement requests for Wake Transit programmed investments
3. Recommend adoption of the Wake Transit Work Plan Amendment Policy

VIII. FY23 Master Wake Transit Work Plan Calendar and Amendment Schedule Attachment E & F

Anna Stokes, CAMPO

- Calendar is sorted into six color-coded categories:

Work Plan Master Calendar Development

FY24 Work Plan Development

FY23 and Prior Year Work Plan Amendments

FY23 and Prior Year Quarterly Reporting

FY22 Annual Progress Report

Wake Transit Tracker Update

Attachment E: FY23 Amendment Schedule

- One Comment: *In the draft calendar, submission for period of performance amendment requests is due to CAMPO by May 26, 2023 with TPAC approval scheduled for June 14 and CAMPO / GoTriangle board approvals in August 2023. I would suggest that we back up the process timeline so that CAMPO and GoTriangle board approvals can be completed in June before their summer breaks. I think the current timeline is very tight and presents risk that amendments will not be executed in time. This would result in transit agencies having to take these amendments to our Council boards for approval.*

Attachment F: FY23 Work Plan Master Calendar

- No Comments

Amendments

FY23 Master WTWP Calendar & Amendment Schedule

FY2023 Wake Transit Work Plan Amendment Schedule

Cycle	Amendment Type	Submission Deadline	Public Review Period Start	Joint B&F/P&P Review	Public Review Period Ends	TPAC Recommends Work Plan Amendment(s) to Governing Boards	CAMPO TCC Recommendation of TIP* & Work Plan Amendment(s)	CAMPO Executive Board Approves TIP* & Work Plan Amendment(s)	GoTriangle Board of Trustees Approves Work Plan Amendment(s)
2nd Qtr	Major	August 26, 2022	Sept. 1, 2022	September 22, 2022	September 30, 2022	October 12, 2022	November 3, 2022	November 16, 2022	November 16, 2022
	Minor		Sept. 1st to 15th						
3rd Qtr	Major	December 2, 2022	Dec. 9, 2022	December 15, 2022	January 9, 2023	January 18, 2023	February 2, 2023	February 15, 2023	February 22, 2023
	Minor		Dec. 9th to 23rd						
4th Qtr	Major	February 28, 2023	March 6, 2023	March 23, 2023	April 5, 2023	April 19, 2023	May 4, 2023	May 17, 2023	May 24, 2023
	Minor		Mar. 6th to 20th						
POP	Special POP Cycle***	May 26, 2023	No public or subcommittee review for special POP amendment cycle.			June 14, 2023	August 3, 2023	August 16, 2023	August 23, 2023

VIII. FY23 Master Wake Transit Work Plan Calendar and Amendment Schedule

Requested Action:

Receive as information.

IX. FY2024 Wake Transit Work Plan Kickoff

Attachment G

Anna Stokes, CAMPO and
Steve Schlossberg, GoTriangle

Key Dates

FY24 Work Plan Development

ACTION	DATE
Kickoff at September TPAC Meeting	September 14, 2022
Work Plan Funding Requests Due	October 14, 2022
Planning & Prioritization/Budget and Finance Subcommittees Discussion on Inclusion of Projects in Draft Work Plan	October 25 – December 15, 2022
Distribute Draft Work Plan (all except appendix) to GoTriangle Community Engagement Team	January 13, 2023
Distribute Complete Draft Work Plan to TPAC	January 25, 2023
Share Draft Work Plan Outreach Plan with CE Subcommittee	January 26, 2023
TPAC Considers Draft Work Plan for Public Release	February 15, 2023

Continued next slide...

Key Dates

FY24 Work Plan Development

ACTION	DATE
30-Day Public Comment Period	February 20 – March 22, 2023
Updated/Modified Work Plan Funding Requests Due	March 15, 2023
Planning & Prioritization/Budget and Finance Subcommittees Discussion on Changes to Draft Work Plan	March 28, 2023
Distribute Recommended Work Plan to TPAC	April 5, 2023
TPAC Reviews Engagement & Considers Recommending Work Plan for Adoption	April 19, 2023
14-day public review and comment period for the recommended Work Plan	May 1 – May 14, 2023
CAMPO and GoTriangle Boards Consider Work Plan Adoption	By June 2023

- Verify the base budget amounts for carryover projects
 - Review Amount Programmed for Operating Projects in FY 2024
 - If **LESS** -> Indicate in Base Budget Spreadsheet
 - If **MORE** -> Complete Work Plan Project Funding Request Form
- Verify base Scopes of Work for carryover projects
 - If scope of project **WILL NOT** Change -> No Action
 - If scope of project **WILL** Change -> Complete Work Plan Project Funding Request Form
- Additionally, complete Work Plan Project Funding Request Form for:
 - Any Projects Programmed for FY 2024 in Adopted FY 2023 Work Plan
 - Completely New Projects

Important Notes

Special Funding Request Types:

- **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

Additional Tips:

- Reevaluate programmed amounts and projects to look for potential reductions in budgeted amounts and to be realistic with project schedules
- It is much easier to consider annual work plan requests on work plan development cycle than to consider interim work plan amendments

- Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint document library page for 'Wake Transit'. The page header includes the 'GO FORWARD' logo and the text 'A COMMUNITY INVESTMENT IN TRANSIT'. The main content area displays a list of documents under the path 'Wake Transit Work Plan Requests > FY 2024 Work Plan Development'. The list has columns for 'Name', 'Modified', and 'Modified By'. The first document, 'FY 2024 Base Budgets', is circled with a dashed line. Other documents in the list include 'FY 2024 Draft Work Plan Requests' and 'FY 2024 Recommended Work Plan Requests'. The left sidebar shows navigation options like 'Home', 'Documents', 'Calendar', and 'Shared with us'. The top navigation bar includes a search bar and user profile information.

Name	Modified	Modified By
FY 2024 Base Budgets	About a minute ago	Priscilla Bond
FY 2024 Draft Work Plan Requests	About a minute ago	Priscilla Bond
FY 2024 Recommended Work Plan Requests	A few seconds ago	Priscilla Bond

- Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint library page for 'Wake Transit Work Plan Requests'. The page header includes the 'GO FORWARD' logo and the text 'A COMMUNITY INVESTMENT IN TRANSIT'. The library title is 'Wake Transit'. The page is a private group with 2 members. The library contains a list of folders representing work plan development for various fiscal years. The 'FY 2024 Work Plan Development' folder is highlighted with a dashed oval. The 'Wake Transit Work Pl...' folder in the left-hand navigation pane is also highlighted with a dashed oval.

Name	Modified	Modified By
FY 2019 Work Plan Develo...	May 18	Omar Elmaghربي
FY 2020 Work Plan Development	May 18	Omar Elmaghربي
FY 2021 Work Plan Development	May 18	Omar Elmaghربي
FY 2022 Work Plan Development	May 18	Omar Elmaghربي
FY 2023 Work Plan Development	May 18	Omar Elmaghربي
FY 2024 Work Plan Development	A few seconds ago	Priscilla Bond

- Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint library page for 'Wake Transit'. The page header includes the 'GO FORWARD' logo and the text 'A COMMUNITY INVESTMENT IN TRANSIT'. The breadcrumb path is 'Wake Transit Work Plan Requests > FY 2024 Work Plan Development > FY 2024 Base Budgets'. The main content area displays a table of folders:

Name	Modified	Modified By
Apex	4 minutes ago	Priscilla Bond
CAMPO	4 minutes ago	Priscilla Bond
Cary	4 minutes ago	Priscilla Bond
GoTriangle	About a minute ago	Priscilla Bond
Morrisville	About a minute ago	Priscilla Bond
Raleigh	About a minute ago	Priscilla Bond

- Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint library page for 'Wake Transit'. The page header includes the 'GO FORWARD A COMMUNITY INVESTMENT IN TRANSIT' logo and the title 'Wake Transit'. The breadcrumb path is 'Wake Transit Work Plan Requests > FY 2024 Work Plan Development > FY 2024 Base Budgets'. The library contains a list of folders and documents. The document 'FY 2024 Wake Transit Work Plan Project Fu...' is circled in red.

Name	Modified	Modified By	+ Add column
Raleigh	Tuesday at 10:06 AM	Priscilla Bond	
Wake County	Tuesday at 10:07 AM	Priscilla Bond	
Wake Forest	Tuesday at 10:07 AM	Priscilla Bond	
Wendell	Tuesday at 10:07 AM	Priscilla Bond	
Zebulon	Tuesday at 10:07 AM	Priscilla Bond	
FY 2024 Wake Transit Work Plan Project Fu...	Yesterday at 1:32 PM	Katie Urban	

- Important Notes for Submission of Funding Requests

FY 2024 Wake Transit Work Plan Project Funding Request Form

File Home Insert Page Layout Formulas Data Review View Add-ins ACROBAT Tell me what you

Paste Cut Copy Format Painter

Clipboard Font Alignment Number

E132

1	A	B	C	D	E	F	G	H	I	J	K
	REQUEST #				FY 2024			FY START DATE			
2			Wake Transit Work Plan								
3			Request Form								
4			Operating and/or Capital						Total Project Cost		
5									\$ -		
6	Project Name		Requesting Agency		Project Contact			Transit Estimated Operating			
7								Base Year		\$	-
8								FY 2025		\$	-
9								Cumulative		\$	-
10	Estimated Start Date		Estimated Completion		Notes			Transit Estimated Capital C			
11								Base Year		\$	-
12								Cumulative		\$	-
13	Project Description/Scope		Enter below a summary of the project that may later be used to inform the project scope in the FY 2024 Work Plan.								
14											
15	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.								
16											
17	1. Is this a New Project, Scope Change or Financial Change?		<input checked="" type="checkbox"/> New		<input type="checkbox"/> Scope		<input type="checkbox"/> Financial				
18	<small>See instructions for definitions</small>										

- Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint library page for 'Wake Transit'. The page title is 'GO FORWARD A COMMUNITY INVESTMENT IN TRANSIT Wake Transit'. The breadcrumb path is 'Wake Transit Work Plan Requests > FY 2024 Work Plan Development > FY 2024 Draft Work Plan Requests'. The table below lists the folders in the library:

Name	Modified	Modified By
Apex	Tuesday at 10:09 AM	Priscilla Bond
CAMPO	Tuesday at 10:09 AM	Priscilla Bond
Cary		
GoTriangle	Tuesday at 10:09 AM	Priscilla Bond
Raleigh	Tuesday at 10:09 AM	Priscilla Bond

- Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint library page for 'Wake Transit'. The top navigation bar is blue with the 'SharePoint' logo, a search box labeled 'Search this library', and utility icons. The main header area features the 'GO FORWARD' logo and the text 'A COMMUNITY INVESTMENT IN TRANSIT' and 'Wake Transit'. Below the header, the page is identified as a 'Private group' with '2 members'. A left-hand navigation pane lists various sections, with 'Wake Transit Work Pl...' selected. The main content area includes a toolbar with options like '+ New', 'Upload', 'Edit in grid view', 'Share', 'Copy link', and 'Sync'. Below the toolbar, a breadcrumb trail reads 'Wake Transit Work Plan Requests > FY 2024 Work Plan Development > FY 2024 Draft Work Plan Requests > Cary'. A table header is visible with columns for 'Name', 'Modified', and 'Modified By', along with an '+ Add column' option. The table content is currently empty, showing a large folder icon.

- Important Notes for Submission of Funding Requests

The screenshot shows a SharePoint library page for 'Wake Transit'. The page header includes the 'GO FORWARD' logo and the text 'A COMMUNITY INVESTMENT IN TRANSIT'. The breadcrumb path is 'Wake Transit Work Plan Requests > FY 2024 Work Plan Development > FY 2024 Draft Work Plan Requests > Cary'. A table with columns 'Name', 'Modified', and 'Modified By' is displayed. A folder named 'Supporting Documentation' is circled in red in the table. The table also shows a modification time of 'A few seconds ago' and the user 'Priscilla Bond'.

Name	Modified	Modified By
Supporting Documentation	A few seconds ago	Priscilla Bond

Wake Transit Work Plan – Budget Kick Off Reminders

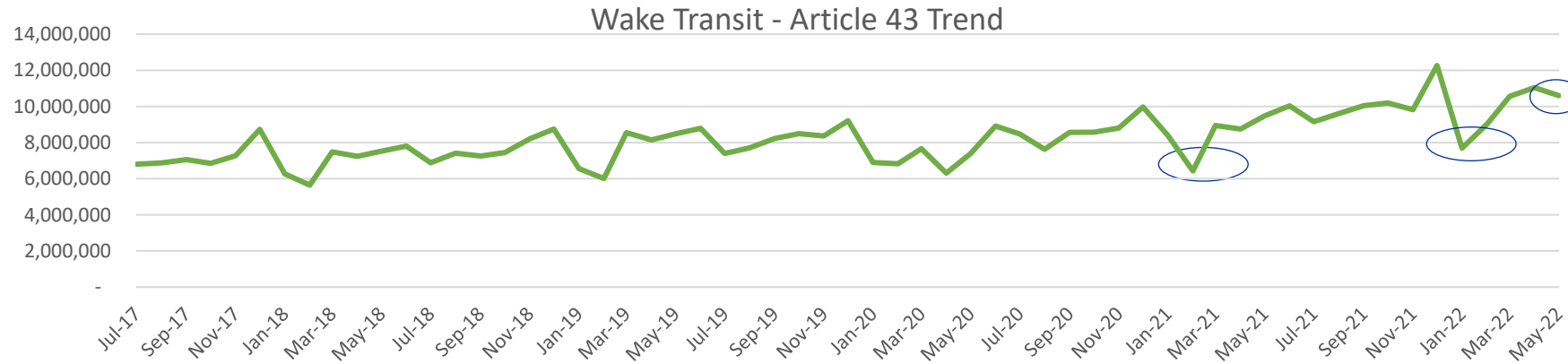
- **This is the starting point for the FY24 Work Plan Process**

The FY23 Fiscal Year runs from July 1, 2023 – June 30, 2024

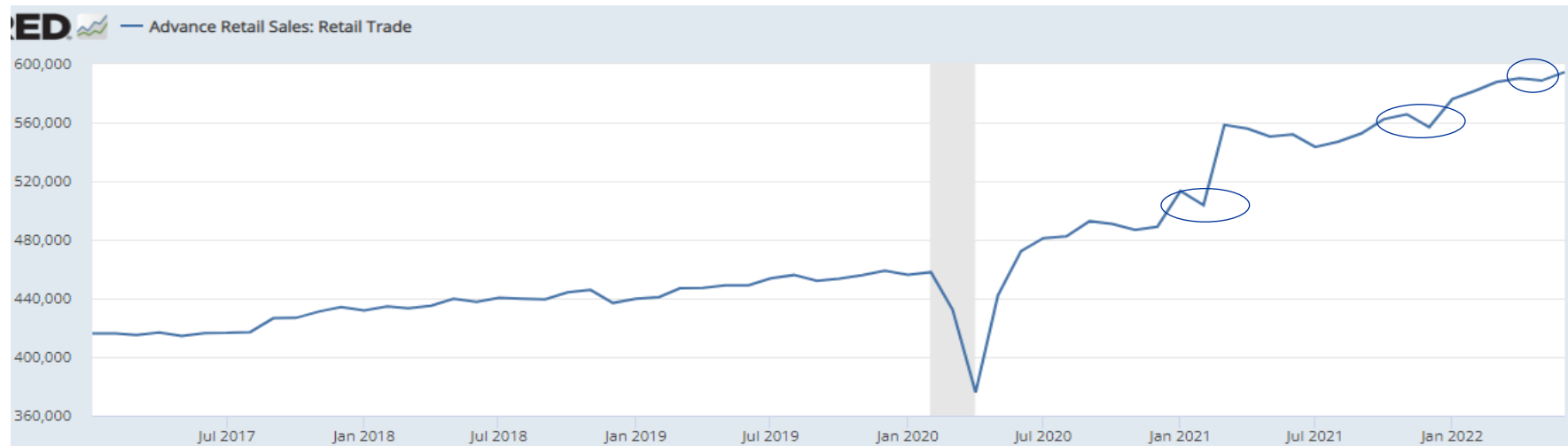
- Current baseline is modeled in accordance with the Wake Transit Financial Policies and Guidelines, amended in 2021, in accordance with the Transit Governance ILA.
- Revenues are still being determined using trend analysis and the most updated data.
- Includes investments from the Adopted Wake Transit 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 2024 Draft Wake Transit Work Plan.
- Additional agency, stakeholder, and public comment will then be used to produce FY 2024 Recommended Work Plan.

Wake Transit Work Plan – Half-Cent Sales Tax

DRAFT



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



Wake Transit Work Plan – FY24 Modeled Revenues

(in millions)

FY24 MODELED Tax District Revenues

Local

½ Cent Local Option Sales Tax (3%) 110,725

Vehicle Rental Tax (2.5%) 3,895

\$7.00 Vehicle Registration Tax (2%) 7,079

\$3.00 Vehicle Registration Tax (2%) 3,029

Subtotal Local: 124,728

Federal 3,608

State -

Farebox 1,544

Debt Proceeds -

Prior Year Funds (Capital Liquidity) 76,650

Total FY 2024 Modeled Sources 206,530

FY22 Actual Estimated (\$119M) – 14% increase over FY21

FY23 Adopted - \$121.2M

BRT included

FY23 Adopted - \$121.7M

Updated ½ Cent Sales Tax will be re-evaluated for FY24 based on FY22 Final Actuals

Discussions are underway for retention of the GoTriangle Vehicle Rental Tax



Wake Transit Work Plan – FY24 Modeled Expenditures

(in millions)

FY24 MODELED Tax District Operating Expenditures

Bus Operations	*	24,660	} FY23 Adopted - \$21.7M } FY23 Adopted - N/A } FY23 Adopted - \$2.1M (Operating and Capital) } FY23 Adopted - \$6.0M
Bus Rapid Transit		1,387	
Community Funding Areas		1,520	
Transit Plan/Tax District Administration		6,220	
Allocation to Operating Reserves		<u>1,000</u>	
Total FY 2024 Modeled Operating		\$34,787	

- - Bus Operations includes Fixed Route / ADA / Maintenance of Facilities, etc.
- - Community Funding Area excludes FY23 Reserve Funds

Wake Transit Work Plan – FY24 Modeled Expenditures

(in millions)

FY 2024 Modeled Tax District Capital Expenditures

Programmed Projects

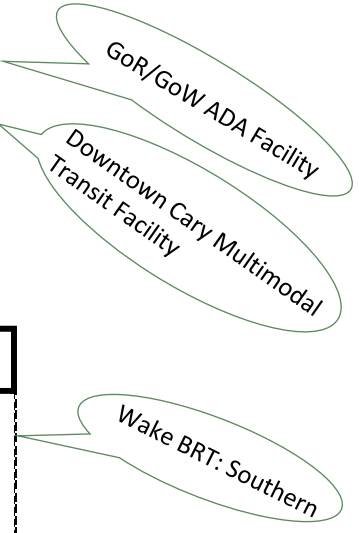
Maintenance Facility	\$ 42,930
Transit Center/Transfer Point Improvements	70,807
Park-and-Ride Improvements	1,455
Bus Stop Improvements	2,507
Technology	1,125

Total Bus Infrastructure	\$ 118,824
---------------------------------	-------------------

Bus Rapid Transit	\$ 35,000
Commuter Rail*	14,302
Bus Acquisition	3,335
Capital Planning	281

Total Projects Modeled (excl. Bus Infrastructure)	\$ 52,919
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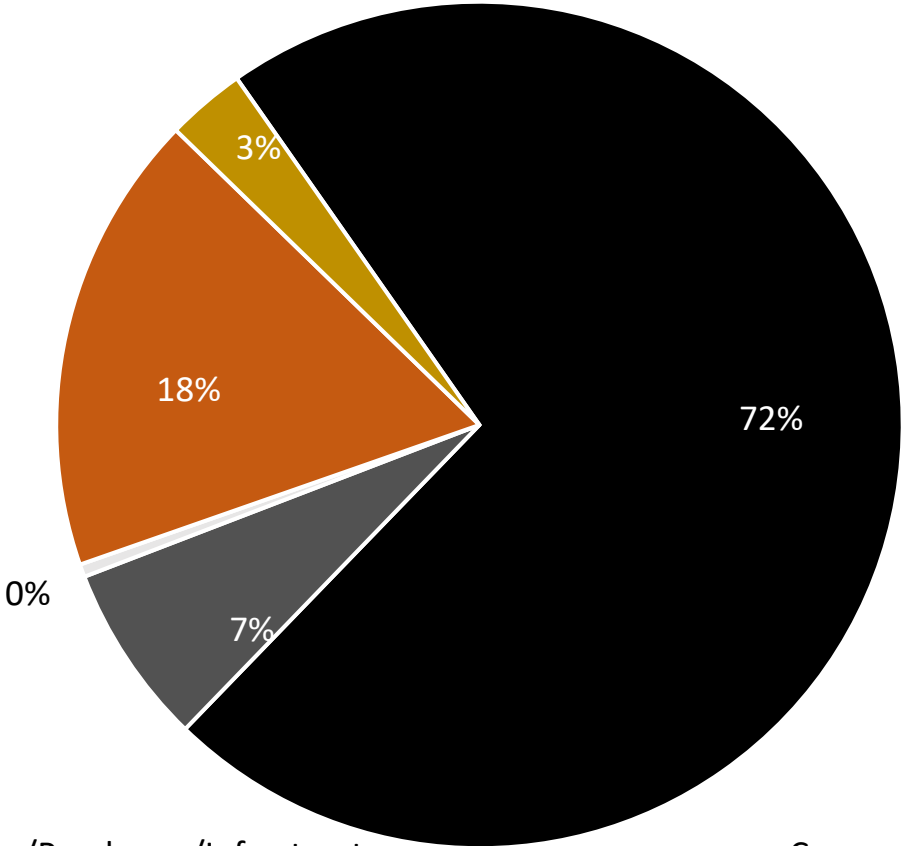
Total Capital	\$ 171,742
----------------------	-------------------



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

* Added per FY22 Amendment to utilize Commuter Rail Reserve funds to offset BRT Increase.

Wake Transit Work Plan – FY24 Modeled Expenditures



- Bus Operations/Purchases/Infrastructure
- Commuter Rail
- Allocation to Reserves
- Bus Rapid Transit
- Transit Plan and Tax District Administration

Wake Transit Work Plan – FY24 Modeled Expenditures

Key Assumptions - Operating Expenses

- All FY23 projects show FY24 programmed costs per FY23 Adopted Transit Plan
 - Agency is encouraged to revisit base for savings
 - Base budget information located in SharePoint
- Bus Operations, ADA, Community Funding Areas, and Maintenance Preliminary Amounts from Adopted Wake Transit FY23 Work Plan
- Commuter Rail allocation based on the FY22 Wake Transit Amendment
- Annualized FY 2023 Transit Plan / Tax District Administration
- Includes Allocations to Wake Transit Operating Fund
 - To be reviewed if needed during the Draft Work Plan

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

Follow-up

Work Plan Request Forms – Due 10/14/22

Further discussions in regards to BRT / CRT timeframes and costs

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

Continue Updating Assumptions for FY2024 Draft Work Plan

Incorporate updated farebox / COVID / Driver Shortage impact

Future year debt assumptions based on new major capital project cost curves

Key Point

Just the Beginning. Numbers and projects will change.

IX. FY2024 Wake Transit Work Plan Kickoff

Requested Action:

Receive as information.

X. Wake Bus Plan Progress Update

Jenny Green, GoTriangle



Progress Update: Wake Bus Plan

Jennifer Green, GoTriangle

September 2022

Project Management Update

- GoTriangle executed a task order with Nelson\Nygaard in June 2021 to complete the Bus Plans and Short Range Transit Plans project scope
 - Funding from Wake, Durham, and Orange county transit plans
 - \$1,016,863 total budget
- Major Deliverables
 - Wake Bus Plan FY25-30 (Operating and Capital)
 - Short Range Transit Plans (GoRaleigh, GoCary, GoTriangle, GoDurham, GoWake ACCESS, GoDurham ACCESS)
 - Wake Bus Plan - Project Prioritization Policy
 - Wake Bus Plan - Service Standards and Performance Metrics
- The project is expected to be complete in summer 2023
 - Schedule adjustments were made to respond to feedback from partners, stakeholders, and team members about the pace of the project
 - The initial project schedule had final plans to be complete in August 2022
- Most tasks are on track with the revised schedule
- 60% of budget spent and scope complete



Wake Bus Plan

10-Year Bus
Operating and
Capital Plan

Adopted February 2019

Wake Transit Plan
GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

Regional Tasks

- Regional Service Assessment
 - Market Analysis
 - Route Performance
 - COVID-19 Impact Analysis
 - Regional Service Gaps Analysis
- Other Regional Recommendations
 - Microtransit Toolkit and Policy Recommendations
 - Small Capital Project Design Guidelines
 - Post-CRT Route Concepts

- Complete
- In Progress
- Not Started

Bold items are to be approved by the TPAC
 The Wake Bus Plan will be brought to the TPAC for recommendation to the Governing Boards

Wake Bus Plan Tasks

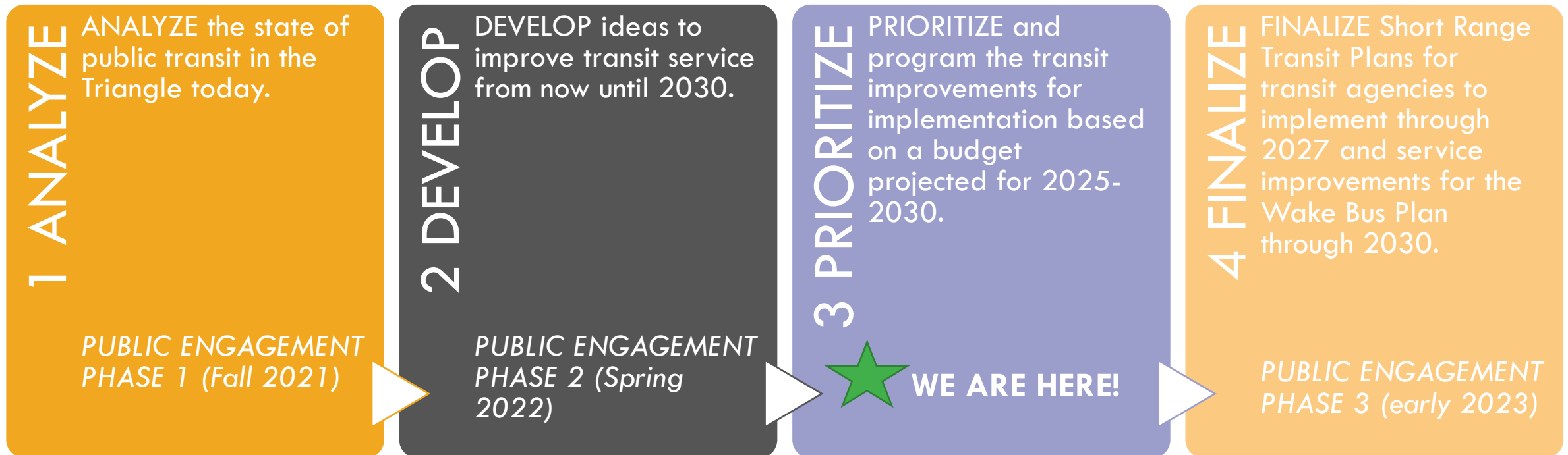
- **Project Prioritization Policy**
- **Service Standards and Performance Metrics**
- **Access to Transit Gap Analysis and Prioritization**
- Community Engagement Strategy
- Operating Plan (Multi-Year Operating Plan)
 - ADA Paratransit Funding Policy
- Capital Plan (Multi-Year Capital and Fleet Plan)
- Short Range Transit Plans – for all transit agencies
 - Station Operational Assessments

Durham Bus Plan Tasks

- Community Engagement Strategy
- Durham Transit Service Standards and Performance Metrics
- Operating and Capital Plan
- Short Range Transit Plans
 - GoDurham
 - GoDurham ACCESS

WHERE ARE WE IN THE WAKE BUS PLAN PROJECT?

The Wake Bus Plan Update will recommend how and when the Wake Transit Plan invests transit funds between 2025 through 2030.



Overview of Teams

- Three teams 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)

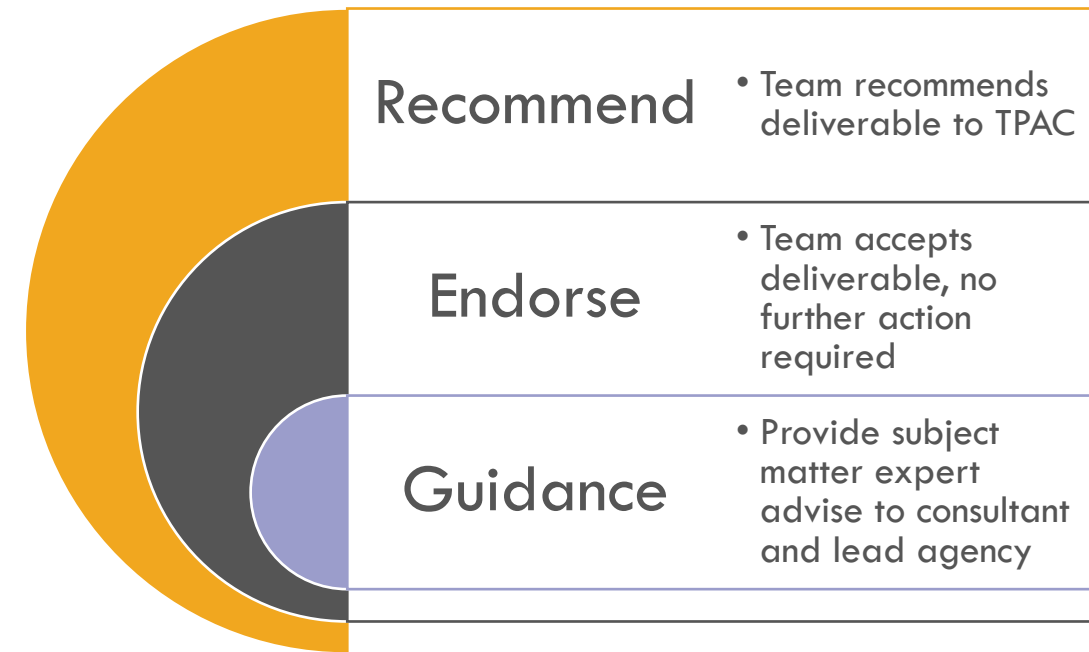
- Guides the creation of engagement plans, strategies, and materials
- Examples:
 - Engagement plan
 - Brochures
 - Yard signs

Stakeholder Team (ST)

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

Workgroup Team Responsibilities

- Recommend these deliverables to TPAC
 - Service Standards and Performance Metrics
 - Project 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



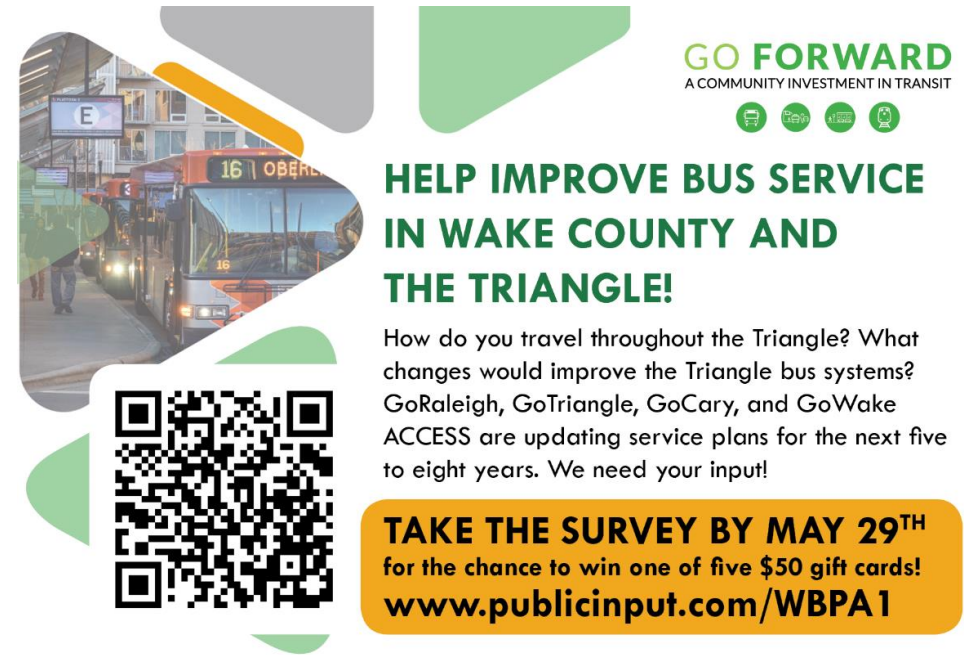
Engagement Summary – May 2022

Wake Bus Plan - Public Engagement Phase 2

- April 29 – May 29, 2022
- Coordinated with FY23 Recommended Work Plan Public Engagement
- Key Questions were:
 - How has travel been impacted by the pandemic?
 - Will people use microtransit services?
 - What service improvements are a priority for transit riders?
- Findings will help to guide the development of the Wake Bus Plan operating and capital projects through 2030

Advertisements

- Email and Social Media
- Digital Flyers and Pop-Up Flyers
- Business Canvassing
 - Distributed flyers to businesses in the Plaza West Shopping Center
- Direct Phone Calls
 - Contacted 105 community partners
- Digital Transit Ads
 - Displayed on GoRaleigh, GoTriangle, and GoCary buses



GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

HELP IMPROVE BUS SERVICE IN WAKE COUNTY AND THE TRIANGLE!

How do you travel throughout the Triangle? What changes would improve the Triangle bus systems? GoRaleigh, GoTriangle, GoCary, and GoWake ACCESS are updating service plans for the next five to eight years. We need your input!

TAKE THE SURVEY BY MAY 29TH
for the chance to win one of five \$50 gift cards!
www.publicinput.com/WBPA1



GO PA'LANTE
UNA INVERSIÓN COMUNITARIA EN TRÁNSITO

¡AYÚDENOS A MEJORAR EL SERVICIO DE AUTOBUS EN EL CONDADO WAKE Y EN EL TRIÁNGULO!

¿Cómo se traslada por el Triángulo? ¿Qué cambios mejorarían los sistemas de autobuses del Triángulo? GoRaleigh, GoTriangle, GoCary y GoWake ACCESS están actualizando los planes de servicio para los próximos cinco a ocho años. ¡Necesitamos sus comentarios!

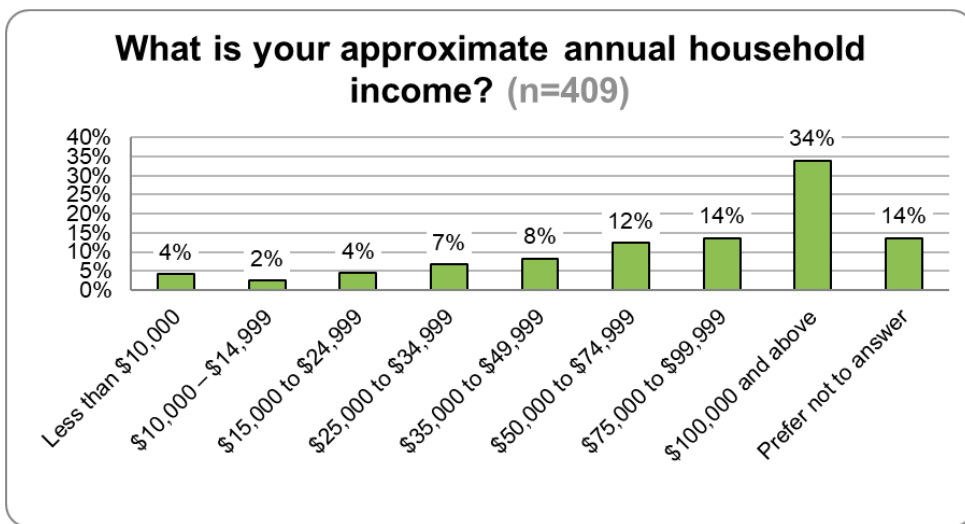
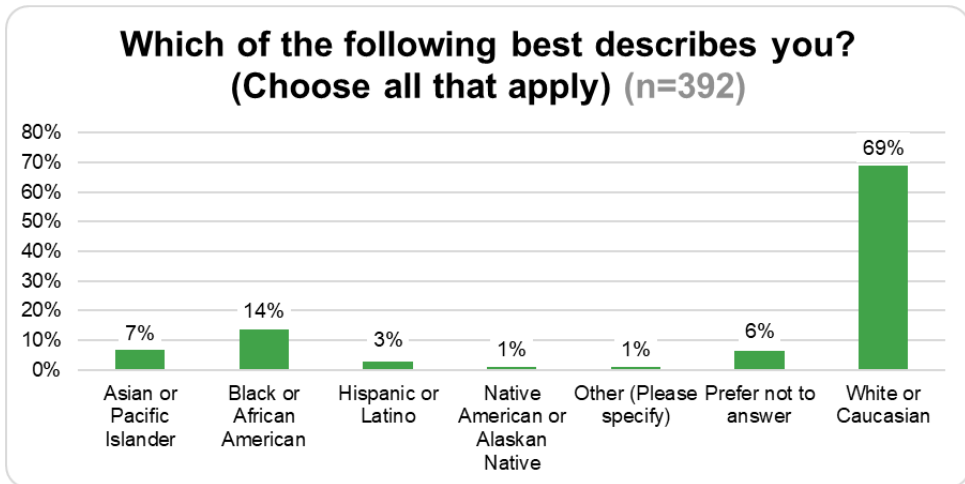
¡RESPONDA LA ENCUESTA ANTES DEL 29 DE MAYO PARA TENER LA OPORTUNIDAD DE GANAR UNA DE CINCO TARJETAS DE REGALO POR \$50!
www.publicinput.com/WBPA1

Methods

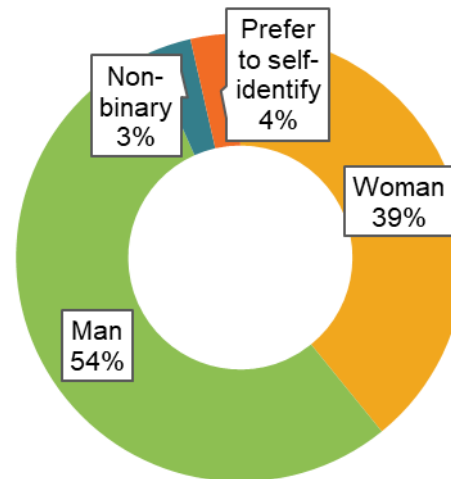
- Online Survey
 - April 29 – May 29, 2022
 - Remix map of service concepts
- Face-to-Face Events
 - 15 pop-ups conducted between May 5 and May 14 at transit stations and local events
 - Collected comment cards, paper surveys, and polling station responses



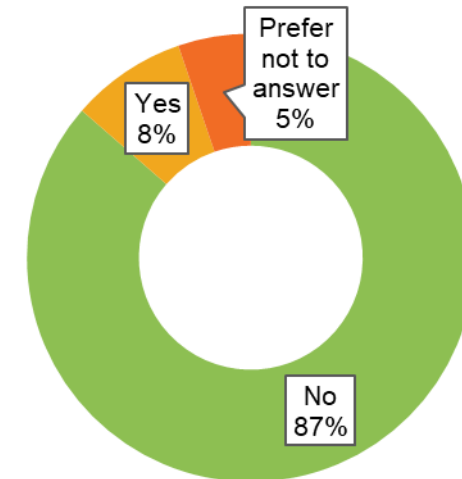
1,037 Individuals Provided Input Online Survey: 685 Participants



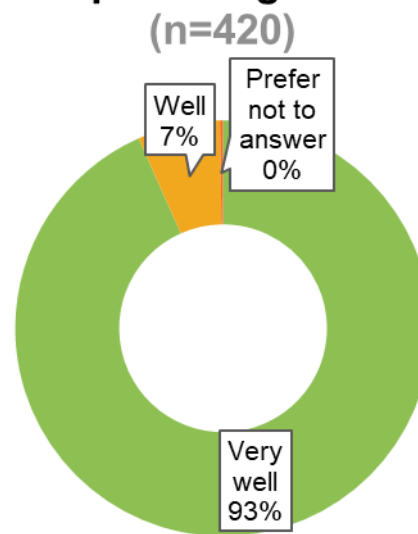
What is your gender identity? (n=419)



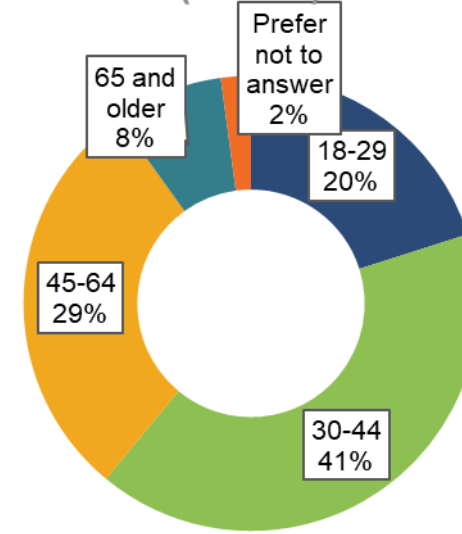
Do you have a disability? (n=419)



How well do you speak English? (n=420)



What is your age? (n=413)



Key Findings

- Commuting to work is still the main reason people travel, although less common than before the pandemic
 - 48% of people commute five days a week
- Shopping and recreation are also a major reason for travel
 - Most people travel once a week

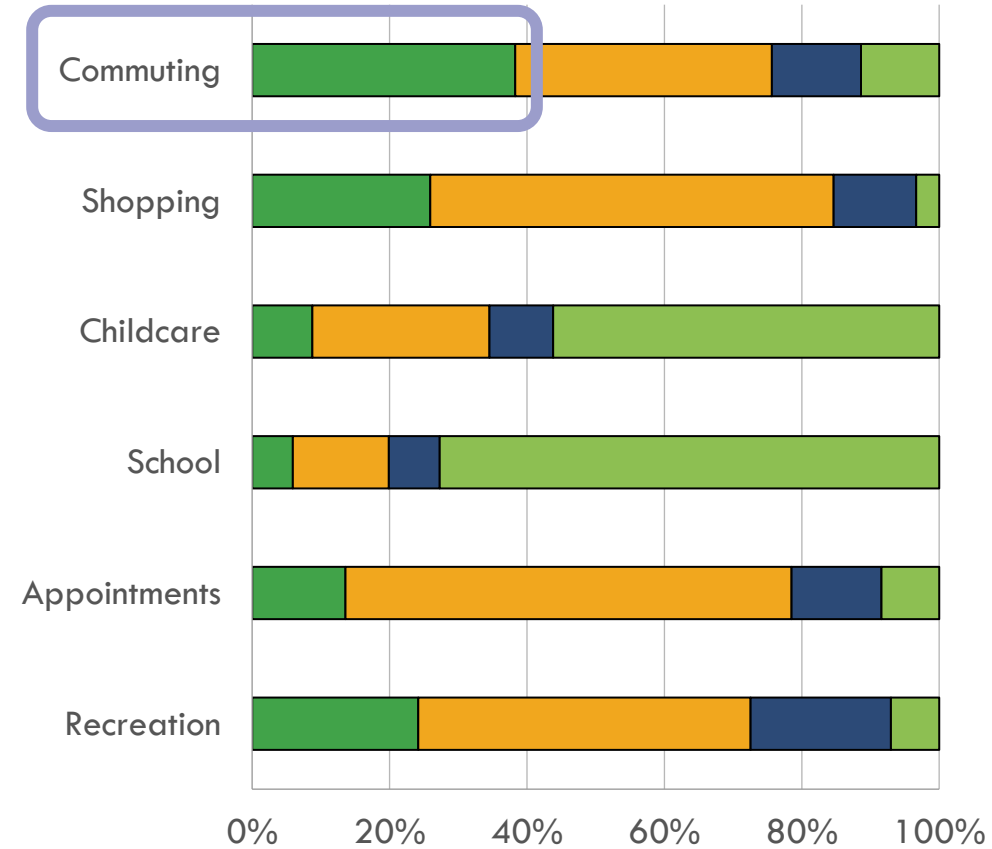
We should continue to focus on transit “fundamentals”

- Reliability and predictability
- Frequency
- Span of service
- Connecting to downtowns and large activity centers
- Serving schools

Potential to think about employment differently

- Places where jobs and service intersect (schools, shopping, etc.)
- All day service with longer service hours

For each type of trip, are you traveling more or less often as compared to before the pandemic?



	Recreation	Appointments	School	Childcare	Shopping	Commuting
Less Often	24%	14%	6%	9%	26%	38%
About the Same	48%	65%	14%	26%	59%	37%
More Often	20%	13%	7%	9%	12%	13%
N/A	7%	8%	73%	56%	3%	11%

Next Steps

Process for September – Early 2023

September	<ul style="list-style-type: none"> Project Prioritization Policy (Final Draft) Final list of operating and capital projects Partners review prioritization results and draft programming Prepare proposals to edit draft programming
Workshop 2 (September)	<ul style="list-style-type: none"> Discuss edits to draft programming of operating and capital projects Agree on final programming for draft plan Initial discussion on engagement strategy and outreach plan on Draft Wake Bus Plan
October	<ul style="list-style-type: none"> Draft Short Range Transit Plans (FY25-FY27) Draft Wake Bus Plan
November	<ul style="list-style-type: none"> Partners review draft Wake Bus Plan and Short Range Transit Plans
December	<ul style="list-style-type: none"> Revised Draft Short Range Transit Plans (FY25-FY27) Revised Draft Wake Bus Plan
Early 2023	<ul style="list-style-type: none"> Public Engagement on Draft Plans

Thank you!

Jennifer Green

jgreen@gotriangle.org

X. Wake Bus Plan Progress Update

Requested Action:

Receive as information.

XI. Wake Bus Plan Project Prioritization Policy

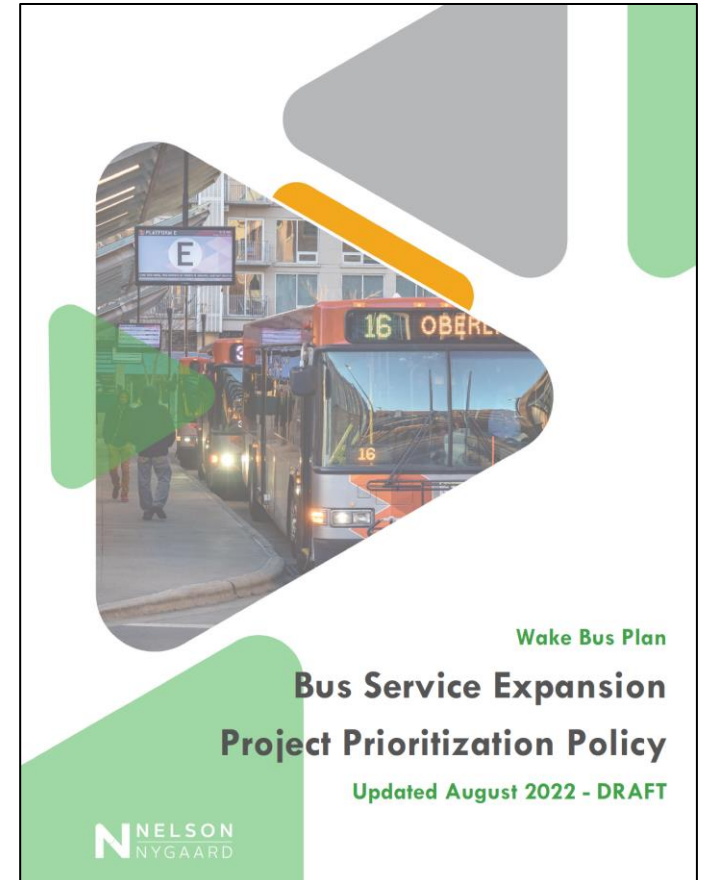
Anna Stokes, CAMPO

Progress Update

Wake Bus Plan Project Prioritization Policy

The Project Prioritization Policy was first published and approved for use on the Wake Bus Plan in 2018 and is now being updated as a part of the 2022 Wake Bus Plan Update. As such, it will recommend an implementation program that schedules projects for funding up until Fiscal Year (FY) 2030.

The current draft has already undergone several levels of review and comment by the Wake Bus Plan Core Technical Team (CTT).



The Wake Bus Plan Project Prioritization Policy (PPP) is a decision-making framework. It is intended to provide:

- A transparent and easily understandable process for making choices between competing investment needs associated with implementation of the bus service components of the Wake Transit Plan
- Guidance on the development of the 10-year bus service and capital investment plan prepared through the Multi-Year Bus Service Implementation Plan (MYBSIP)
- An optional process that may be used by the TPAC to adjust bus service and the capital investment program outlined by the MYBSIP to reflect changes in available funds, new or substantially modified project requests, or other needs in the region

Next Steps

Wake Bus Plan Project Prioritization Policy

- September Joint B&F/P&P Subcommittee Meeting: DRAFT Wake Bus Plan PPP to be presented for comment
- October TPAC Meeting: DRAFT Wake Bus Plan PPP to be presented for comment
- November 7th – November 21st: 14-Day Public Review and Comment Period
- December TPAC Meeting: RECOMMENDED Wake Bus Plan PPP to be presented for approval

For CAMPO TCC & Executive Board: DRAFT in November & RECOMMENDED in January

XI. Wake Bus Plan Project Prioritization Policy

Requested Action:

Receive as information.

XII. Wake Transit Community Engagement Update

R. Curtis Hayes, GoTriangle

Public Comment Periods

- Wake Transit Work Plan Amendment Policy | *August 15-30*
- Wake Transit Community Engagement Policy | *August 15-September 29*
- FY23 Q2 Work Plan Amendment Requests | *September 1-30*

Wake Transit Work Plan Amendment Policy Update

August 15-30

Social/Web Graphics & Website Analytics

Twitter | Instagram



Facebook



<https://www.goforwardnc.org/wake-county/get-involved/>

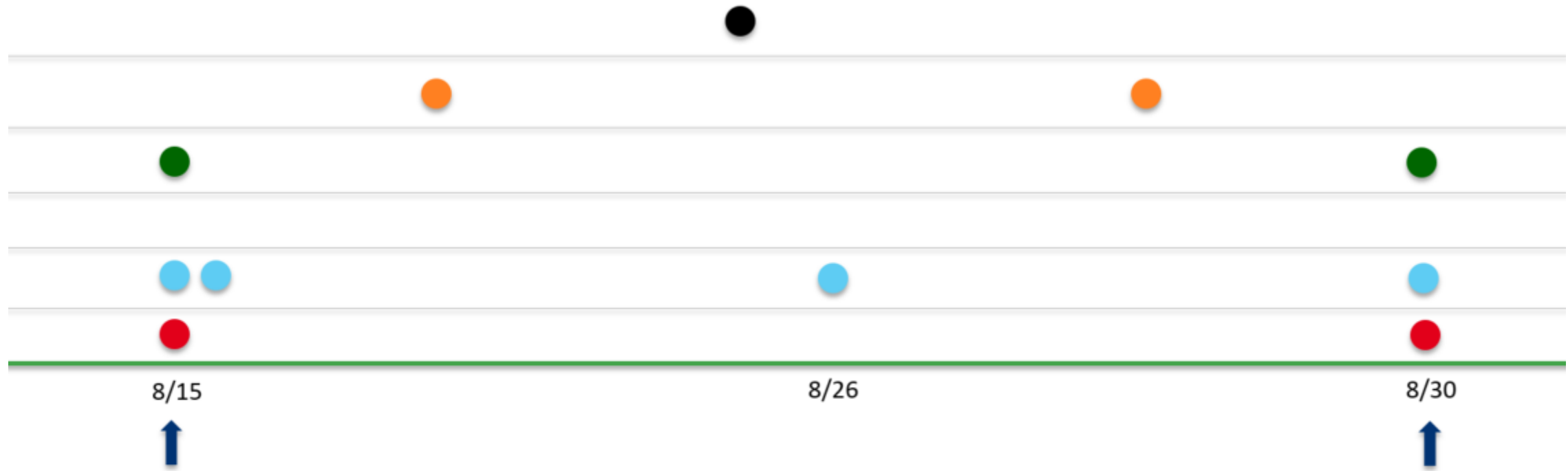
- Page Views | 315
- Unique Views | 168
- Engagement Average | 0:28s

Social Media Analytics

Wake Transit Work Plan
Amendment Policy
(complete)

	Impressions	Engagement	Link Clicks
GoTriangle Twitter			
15-Aug	414	7	3
26-Aug	319	7	1
30-Aug	286	5	3
GoTriangle Facebook			
15-Aug	73	4	1
26-Aug	73	3	0
30-Aug	86	3	1
GoTriangle Instagram			
15-Aug	156	5	11
Wake Transit			
16-Aug	278	5	1
26-Aug	253	5	2
30-Aug	102	1	1

Outreach Schedule | August 15 – September 30



- Email
- Facebook, Twitter, Instagram
- Face2Face Engagement
- Website Updates
- Partner Engagement Opportunities
- Audit Campaign Analytics

Survey Results/Comments

Wake Transit Amendment Policy

Project Engagement

VIEWS

4

PARTICIPANTS

0

RESPONSES

0

COMMENTS

0

Wake Transit Community Engagement Policy Update

August 15-September 29

Adoption Schedule

TPAC Considers Recommending Adoption to Governing Boards of CAMPO & GoTriangle	October 12, 2022 9:30 a.m.
Public Hearing and Presentation to CAMPO Executive Board	October 19, 2022 4 p.m.
TCC Considers Recommending Adoption to CAMPO Governing Board	November 3, 2022 10 a.m.
GoTriangle Board of Trustees Considers Adoption	November 16, 2022 Noon
CAMPO Executive Board Considers Adoption	November 16, 2022 4 p.m.

Social Media/Website Graphics

Twitter | Instagram



Facebook



<https://www.goforwardnc.org/wake-county/get-involved/>

Social Media Analytics

Wake Transit Community Engagement Policy (ongoing)	Impressions	Engagement	Link Clicks
GoTriangle Twitter			
15-Aug	2,225	21	4
18-Aug	297	5	3
23-Aug	381	10	3
31-Aug	654	7	0
GoTriangle Facebook			
15-Aug	181	10	3
18-Aug	90	5	1
23-Aug	147	8	1
31-Aug	116	8	1
GoTriangle Instagram			
15-Aug	114	2	0
Wake Transit			
16-Aug	312	5	0
18-Aug	107	0	0
23-Aug	100	0	0

Communications Materials

Community Engagement Strategy

Demographics

Email #1 (Listserve Includes Media)

Email #2

Email #3

Face 2 Face Engagement

Social Media Briefs (#1-#9, 2 Geo-Targeted)

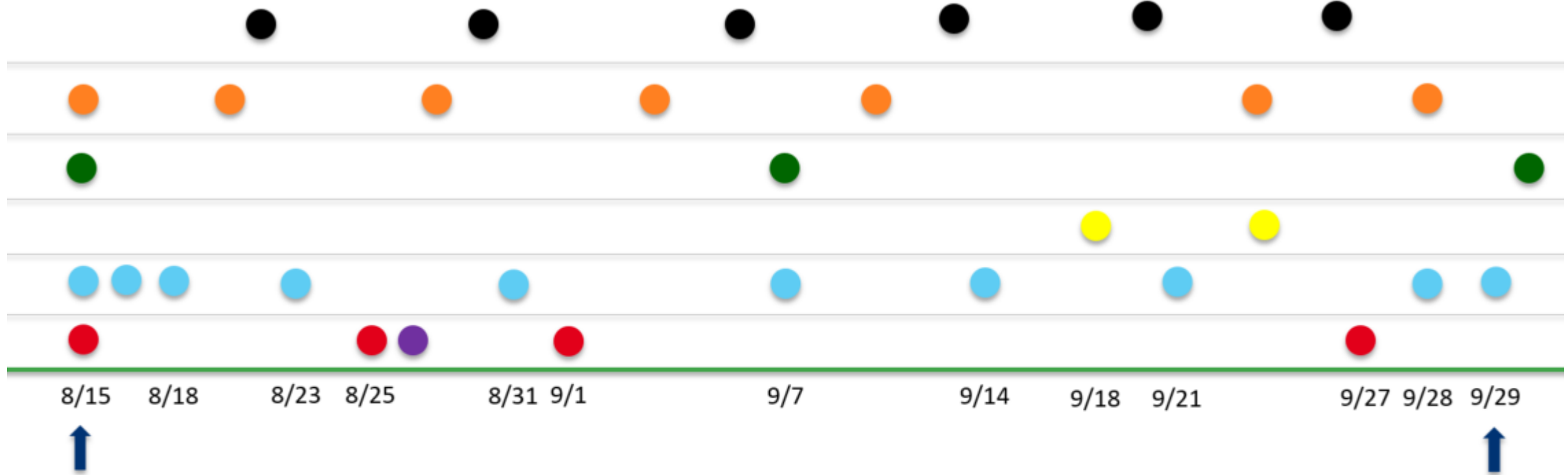
Social Media Graphics (FB & Twitter, Instagram)

Specific Survey Questions

Talking Points

Website Content

Outreach Schedule | August 15 – September 29



- Email
- Facebook, Twitter, Instagram
- Face2Face Engagement
- Comments
- Website Updates
- Partner Engagement Opportunities
- Audit Campaign Analytics

Survey Results/Comments

Wake Transit Community Engagement Policy Update

Project Engagement

VIEWS

26

PARTICIPANTS

1

RESPONSES

13

COMMENTS

1

September 12, 2022

FY23 Q2 Wake Transit Work Plan Amendment Requests

September 1-30

Social Media & Website Graphics



Twitter | Instagram



Facebook

<https://www.goforwardnc.org/wake-county/get-involved/>

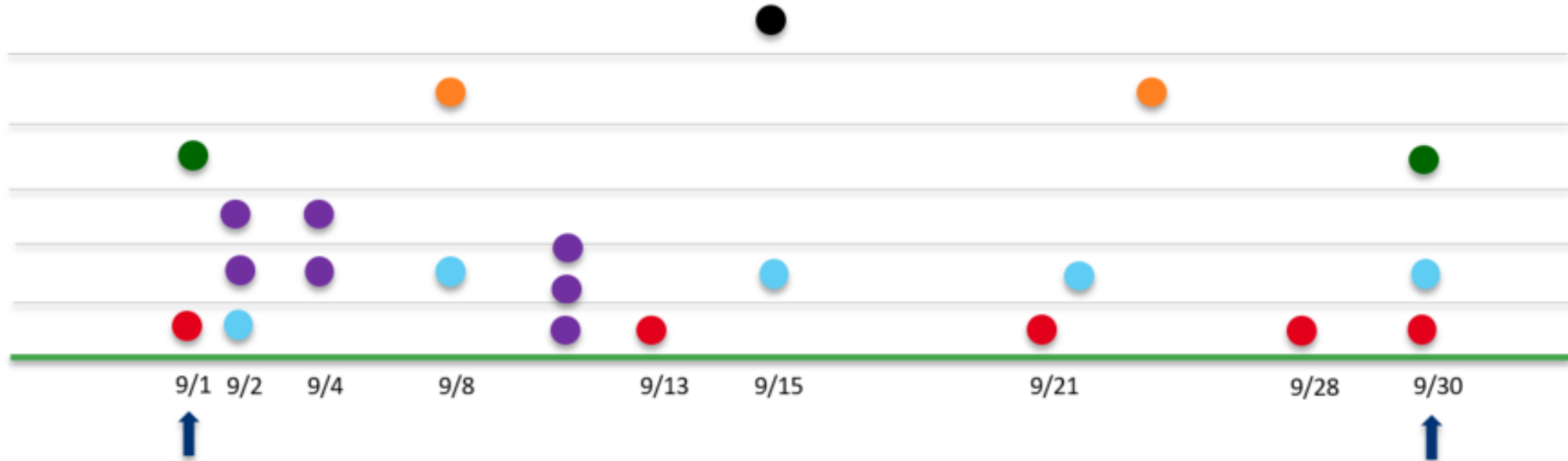
Social Analytics

FY23 Q2 Work Plan
Amendment Requests
(ongoing)

	Impressions	Engagement	Link Clicks
GoTriangle Twitter			
2-Sep	131	2	1
GoTriangle Facebook			
2-Sep	57	6	1
GoTriangle Instagram			
2-Sep	90	1	0
Wake Transit			
2-Sep	72	1	1

September 7, 2022

Outreach Schedule | September 1–30



- Email
- Facebook, Twitter, Instagram
- Face2Face Engagement
- Comments
- Website Updates
- Partner Engagement Opportunities
- Audit Campaign Analytics

Survey Results/Comments

FY2023 Q2 Wake Transit Work Plan Amendment Requests

Project Engagement

VIEWS	PARTICIPANTS	RESPONSES	COMMENTS	SUBSCRIBERS
308	3	7	7	1

Questions?

GO FORWARD

A COMMUNITY INVESTMENT IN TRANSIT

Contact: rhayes@gotriangle.org

XII. Wake Transit Community Engagement Update

Requested Action:

Receive as Information

XIII. Greater Triangle Commuter Rail – Update on Next Steps

Requested Action:

Receive as Information

Katherine Eggleston, GoTriangle

XIV. TPAC Subcommittee Report

Upcoming Subcommittee Meetings:

Subcommittee	Joint Planning & Prioritization and Budget & Finance	Community Engagement
Chair(s)	David Walker, City of Raleigh Steven Schlossberg, GoTriangle	Andrea Epstein, City of Raleigh
Vice Chair(s)	Kevin Wyrauch, Town of Cary Shavon Tucker, City of Raleigh	Bonnie Parker, CAMPO
Next Meeting	9/27 – 1:30-3:30pm	9/22 – <u>1:00-3:00pm</u>

XV. Other Business

Any other new or old business to discuss?

XVI. Adjourn

Next TPAC Meeting:

October 12, 2022