

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

TPAC Regular Monthly Meeting • September 13, 2023 • 9:30am-11:30am

In-Person Meeting at CAMPO: 1 Fenton Main, Suite 201, Cary NC 27511

### Meeting Minutes

#### I. Welcome and Introductions (David Eatman, TPAC Chair)

Shelby Powell introduced Ben Howel, the new Wake Transit Program Manager.

9/13/23 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
Chair/Raleigh	David Eatman	1									
Vice Chair/Wake Co	Akul Nishawala	1				Morrisville	Caleb Allred	1			
Apex	Katie Schwing	1				Morrisville	Danielle Kittredge			1	
CAMPO	Shelby Powell	1				NC State University	Andrea Neri	1			
CAMPO	Ben Howell	1				Raleigh	David Walker			1	
CAMPO	Stephanie Plancich				1	Raleigh	Het Patel			1	
CAMPO	Evan Koff				1	Raleigh	Shavon Tucker			1	
CAMPO	Suvir Venkatesh				1	Raleigh	Andrea Epstein			1	
CAMPO	Crystal Odum				1	Raleigh	Ben Bruster				1
Cary	Kelly Blazey	1				Raleigh	Andrew Miller				1
Cary	Christine Sondej	1				Raleigh	Cara Russell				1
Cary	Kevin Wyrauch			1		Raleigh	Tracy Chandler				1
Cary	Mark MacDougall				1	Wake County	Tim Gardiner	1			
Fuquay-Varina	Allyssa Holman		1			Wake County	Akul Nishawala	1			
GoTriangle	Michelle Peele	1				GoWake	Anita Davis-Haywood				1
GoTriangle	Jennifer Hayden	1				Wake Forest	Emma Linn	1			
GoTriangle	R. Curtis Hayes			1		Zebulon	Catherine Farrell	1			
GoTriangle	Steve Schlossberg			1		HDR	Bill Gilmore				1
GoTriangle	James Carter				1	AECOM	Nathan Spencer				1
GoTriangle	Scott Thomas					Kimley-Horn	Betty White				1
GoTriangle	Jessica Perkins					<b>Absent:</b>					
GoTriangle	Paul Black				1	Wendell					
GoTriangle	Paul Kingman				1	Rolesville					
Holly Springs	Chris Garcia	1				Garner					
Knightdale	Andrew Spiliotis	1				RTF					

#### II. Adjustments to the Agenda

Stephanie Plancich recommended 2 adjustments for consideration.

- The NCAPA conference has been scheduled for October 11-13. Our regular October TPAC meeting is also on October 11<sup>th</sup>. She asked if the TPAC/Chair would like to move the meeting out 1 week to avoid conflict for

- the TPAC members. The attendees supported the idea so October meeting will move to the 18<sup>th</sup> of the month.
- Stephanie also requested that the voting process be modified for this in person meeting. Instead of the planned roll call vote include on the agenda, she noted that it was requested to hold the vote immediately after the only action item on the agenda, adopting the minutes. That change was approved as well.

III. **General Public or Agency Comment** - None

## TPAC ADMINISTRATIVE ITEMS

IV. **Adoption of TPAC Meeting Minutes**  
(Action Item: David Eatman, TPAC Chair) **Attachment A**

**MOTION** to adopt the June 2023 TPAC meeting minutes made by Andrea Neri. Second by Kelly Blazey. No comments. Passed.

## PLANNING AND PROGRAMMING ITEMS

V. **FY25 Wake Transit Work Plan Development Kickoff**  
(Information Item: Ben Howell, CAMPO & Steve Schlossberg, GoTriangle, 20 minutes) **Attachment B & C**

Staff from CAMPO and GoTriangle, the lead agencies responsible for all components of annual Wake Transit Work Plans, will kick off the FY25 Wake Transit Work Plan development process at the TPAC's September meeting. The kickoff presentation will include the Work Plan development schedule, instructions for submitting project funding request forms, logistics for project funding reviews by TPAC subcommittees and the preliminary revenue and expenditure assumptions anticipated to be available for FY25 operating and capital projects. The FY2025 Work Plan development schedule is included as part of the posted FY24 Master TPAC Schedule. The updated FY25 Work Plan project funding request form and corresponding instructions are provided as Attachment B.

Ben Howell opened the discussion with a review of the Work Plan development and adoption schedule. He then provided some reminders to the TPAC for preparation and submission of their funding request forms and supplemental documentation. Next, members were shown the update FY25 Funding Request form modifications, namely the addition of a new description box so that one can be used for "project description" to help provide the scope description within the Work Plan project sheets, and one for "project justification" during the request consideration process.

This year, there are four other considerations currently in discussion. The results of which may have impact on our planning process and financial outlook; Greater Triangle Commuter Rail next steps; FAST Study, Wake Transit Plan: Vision Update, and development of the CAMPO/DCHC MTP; Baseline Funding Study; and Decision on Rental Vehicle Tax Revenue allocations.

Steve Schlossberg then reviewed the SharePoint application process, noting that new CIP guidance document is available for reference, and he shared the current budget projections for FY25 investment. Revenue assumptions are a mix of actuals through June 2023 and projections in more recent months. Sales tax is trending high and is expected to remain so. Steve explained that historically, Wake County, unlike other regional areas, remains consistent with the federal reserve trends, so we use their data to help develop our revenue assumptions.

Total of FY25 Modeled revenue is \$224,630,000 including the Vehicle Rental Tax contributed by GoTriangle to the Wake Transit Program (\$4,912,000) that is in discussion. A decision for its inclusion in the budget is expected in the next few months.

Also included in farebox revenue of \$3,351,000. Providers are still deciding if they will collect fares, for what routes, how much, etc. As those decisions are made, they will be factored into the model. In the current model, FY25 expenditures will total \$46,227,000 of operating expenses, and the capital expenditures are estimated at \$178,403. A big and exciting operating expense included for FY25 is the start of operation of the New Bern Ave Wake BRT corridor. There are several questions outstanding in the shown capital expenditure model: commuter rail total, cost of Vision Plan development, and reduction or removal of \$9.2 million shown for debt service are examples of likely budget changes.

Kelly asked about how we will be documenting and better tracking project timeline changes. Steve said there are instructions and space included to note timeline changes. He suggested project sponsors download and review the CIP instructions for step by step guidance on making this and other project changes.

Tim asked for clarification on why debt was initially included in the model shown. Steve noted that it was included because we have major expenditures this year, \$100 million for BRT (construction of New Bern, design of Southern), \$50 million for Raleigh ADA Facility, \$60 million for Cary Multimodal center, etc. Initial review showed that we may need to take on debt to fund those projects, but later review showed that the Wake Transit program should be able to cash cover those costs and updated timelines. Tim noted that for the TPAC's understanding, how debt service work isn't needed, but how the timing of projects effects our budget should be made clear. Steve agreed. He also noted that current debt rate for Wake Transit is 5%. If a need arises to increase our debt rate, that conversation would come before the TPAC.

Tim then asked for some clarity from CAMPO staff on how discussion for regional rail will be incorporated into the FY25 financial model and/or be handled as part of the Vision Update process. It would be helpful to have a plan for how we will incorporate the rail placeholder in FY25, since update Vision won't be adopted until after the Work Plan is recommended.

David Eatman noted that we do need to stay on top of debt planning to best set up our projects for the lowest debt rates possible. He suggested that we apply debt to more minor projects and show effective planning with it, before we apply it to larger projects with more potential risk. Steve agreed with that plan of action.

**Requested Action:** Receive as information.

## **VI. Overview of FY2024 2<sup>nd</sup> Quarter Work Plan Amendment Requests**

(Information Item: Evan Koff, CAMPO, 10 minutes) **Attachment D**

Seven (7) Wake Transit Work Plan amendment requests were submitted for consideration in the FY2024 2<sup>nd</sup> quarter amendment cycle. All are "Major" amendments. The FY24/Q2 Amendment Request Review Packet, which includes detailed information on each request, is provided as Attachment C and has been released for a 30-day public comment period from September 1<sup>st</sup> through 30<sup>th</sup>. Members of the PD subcommittee were made aware of the FY 2024 Q2 Amendments at their August meeting and were given until September 10<sup>th</sup> to submit questions to requesting partners to guide discussion at the PD meeting on September 26<sup>th</sup>. TPAC members are encouraged to attend the PD meeting to learn more about each request and to participate in the discussion.

Evan Koff reviewed each request and noted that 16 public and partner comments were received in the 1<sup>st</sup> week. Comments collected from GoTriangle are compiled and sent to CAMPO each Friday.

Stephanie clarified for the group that discussion on these projects and recommendation of scope and financial dispositions would take place at PD on the 26<sup>th</sup>. The next time TPAC will see them is to review the engagement summary and vote to recommend approval by the Wake Transit governing boards.

Tim thanked CAMPO for good coordination of the amendment process and good partnership of GoTriangle. He also thanked each partner who submitted comments for their participation.

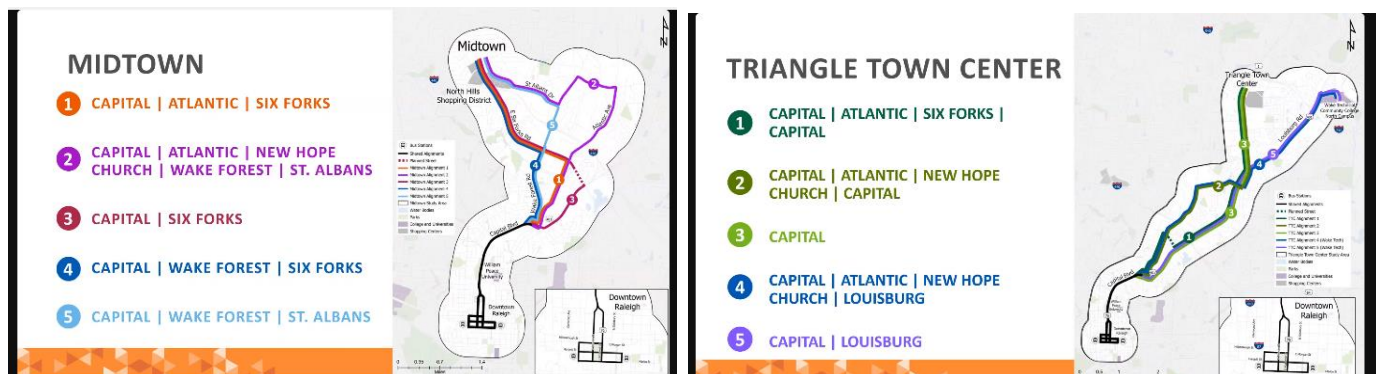
**Requested Action:** Receive as information.

**VII. Wake BRT: New Bern Ave Design Update and Northern Corridor MIS Progress Report**  
(Information Item: Het Patel, Raleigh, 15 minutes)

City of Raleigh staff will share a new video that incorporates the design components planned for the Wake BRT: New Bern Avenue Corridor. The video highlights different design components considered for BRT station design include amenities and technology, as well as, systemwide BRT features. These will be integrated into the other BRT corridors as they advance through preliminary design into final design. Staff will also provide an update on the Northern Corridor Major Investment Study (MIS) in advance of planned October community engagement activities which will seek feedback on initial screening of alternative alignments.

Final federal approval for the construction of New Bern Ave BRT corridor is expected to be issued by the end of the month, September 2023. Once it's in hand, the city will move forward with selection of the construction contractors. TPAC members watched great video highlighting the route, design components, and user experience of the New Bern corridor.

The Northern corridor is about halfway through the major investment study (MIS) process. Public engagement on route alignment alternatives for both Midtown and the Triangle Town Center segments will occur in Fall 2023. Public input will help to refine the 5 different route alignments that both corridors currently have down to preferred options for further analysis. Summer of 2024 the LPA for both projects is anticipated to be identified.



He noted that next steps in the Northern BRT Corridor MIS will include comparing each segment to determine which would be more federally competitive in the near term and which project would be planned for later years.

Daivd asked about the President's Budget. Het shared that the Wake BRT: Southern Corridor project was included as a candidate for inclusion in the President's FY2024 budget. It is expected that congress will approve the budget at the end of September. If our project is included in the adopted budget, it means that federal funds would be locked in and we could proceed with project development for the Southern Corridor with more certainty.

Akul asked about bike lane impact of New Bern corridor, especially close to downtown. What is the plan to support bicyclists when the new bus lane will take over existing bike lanes. Het replied that in the near term bikes can run

in the bus lane but would give the buses priority access. In the longer term, staff will be looking at the best bike/ped options as part of the City's Mobility Plan update.

Shelby then asked why some of the routes under Triangle Town Center are not going to the Center but are instead going to Wake Tech campus. Het noted that both termini are being reviewed and considered, but so far, the Center has the higher ridership estimates and will serve more target populations.

Evan then asked about how local developers have been engaged in the planning process since both segments of the corridor are in heavy development areas. Initial assessment of the corridor did include development factors. As we move into refinement of the alternatives and closer look at most current zoning and planning information will be part of the decision-making process.

**Requested Action:** Receive as information.

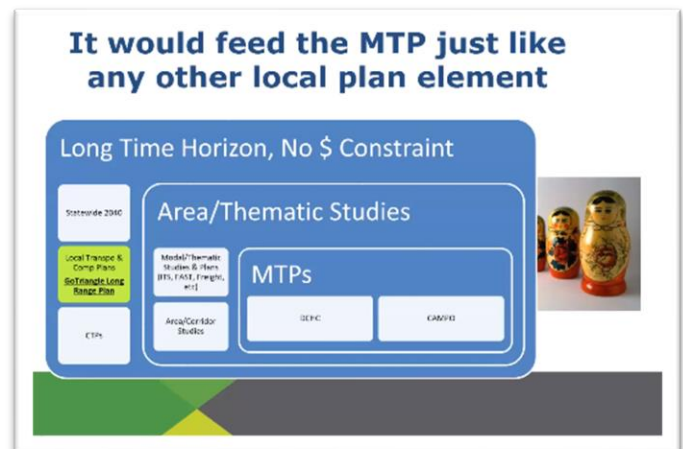
### VIII. Regional Rapid Transit and Bus Study Overview

(Information Item: Paul Black, GoTriangle, 10 minutes)

GoTriangle will launch a Regional Bus Rapid Transit (BRT) and Bus Study this fall in coordination with local, regional, and state agency partners. The study will explore opportunities for regional BRT and other regional transit services based on existing GoTriangle routes and future regional travel demands. The study will also identify opportunities to improve regional transit corridors and connections to improve regional transit speed and reliability along GoTriangle routes. The results of the study will inform GoTriangle's Regional Long-Range Plan. GoTriangle's Regional Long-Range Plan will complement the GoTriangle Agency Strategic Plan. The Regional Long-Range Plan will represent GoTriangle's goals, policies, and strategies to guide the long-term development of a regional transit system operated by GoTriangle.

Paul Black provided a brief overview of GoTriangle's agency role, noting it is tasked with conducting planning efforts to support regional connectivity, growth and enhancement. He noted that for the past decade-plus, GoTriangle has been focused on studying rail opportunities, but the recent feasibility study results and discussions amongst local decision makers imply that we are looking out at least 25-50 years by the time a rail system is operational in the Triangle region.

So, GoTriangle board members have approved the development of a study, led by GoTriangle staff, that would merge existing plans (CTP, MTP, Transit plans, etc.) into one regional plan that would span a 20-25 year horizon. Don't want to step on toes but need to overlay the entire GoTriangle service region.





Shelby Powell commented that this seems a little rushed since it's never been brought up before and the Wake Bus Plan was just completed, and the Durham and Orange Plan updates are underway. She asked if GoTriangle is getting involved with FAST study to ensure that there is no duplication of effort, and that, where possible, components of this proposed study be considered for inclusion in the NCDOT FAST 2.0 scope. Seems like a good opportunity to get some of this information gathered during an already well funded study effort for the region. Paul commented that the FAST 2.0 study scope is not very clear yet, that GoTriangle

has some targets they'd like to study that may not fit into the intent of FAST 2.0, but that staff would continue to see how things evolve with NCDOT to identify possible opportunities to partner.

Tim then asked about coordination with the Wake Transit Plan: Vision Update which is set to kick off in the next month or so. Paul noted that the Vision Plan doesn't have the 20-25 year long-range span they would like to develop. Shelby confirmed that the Vision Update is anticipated to start in November and conclude in about 18 months. It will be limited to Wake County boundaries but coordination with Durham for regional connectivity goals is part of the discussion. Tim asked if it would be possible to amend the Vision Update scope, similar to the FAST 2.0 scope to include some of the additional regional analysis GoTriangle is referring to. Shelby said it is worth a conversation with DCHC and Durham since their bus plans are still in the works.

In short, Tim asked if this study effort could be wrapped up into existing planned and required planning processes to improve coordination amongst regional partners instead of having another separate effort. Tim also commented that different groups and the different county staff feel like they are hearing different things about this proposed study and asked Paul to make effort to ensure that the message and purpose is clear and shared similarly with all parties. He also asked GoTriangle, if this project goes forward, that they create technical and stakeholder groups to be involved and help guide the effort.

Stephanie asked about the next steps and role of the TPAC. Paul stated that they do not know if/when they'll be coming back to request WT funds. Discussion about the project is continuing internally now.

**Requested Action:** Receive as information.

## IX. Subcommittee Update

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

Subcommittee	Program Development	Community Engagement
<b>Chair(s)</b>	Kevin Wyrach, Town of Cary	R Curtis Hayes, GoTriangle
<b>Vice Chair(s)</b>	Shavon Tucker, City of Raleigh	Bonnie Parker, CAMPO
<b>Next Meeting</b>	Tues. 9/26, 1:30-3:30pm	Thurs. 9/28, 1:30-3:00pm

**X. Workgroup Updates:** (Michelle Peele, GoTriangle and Ben Howell, CAMPO)

- Fare Workgroup
  - Will convene to discuss how farebox recovery will be incorporated into FY25 Work Plan, have been discussing options to develop a low-income cost structure, and will be discussing TPAC stance on how funding will be handled if some but not all providers return to fare collection.
  - David Eatman asked for Fare Workgroup to reconvene and to include in its agenda anticipated costs for July 2024 including hardware and software costs to be able to begin collecting fares again. This info is needed for upcoming budgeting process.
  - Tim supported David's position that we need to be prepared for collecting fares in July and stated that we need the Fare and Technology workgroups to be active, acting with urgency, to get these plans set so we can launch fares efficiently.
  - Evan Koff noted that it is important that we have what we will use long term ready to go so the public won't have to swap systems shortly after launch and/or won't have to learn multiple systems in order to ride our buses.
  - Stephanie noted that a priority of the Workgroup will be to discuss WT position if some providers collect and contribute fares into the program while others do not. She also highlighted the need to develop a timeline for decisions to filter out of the workgroups and into the TPAC pipeline so that they can be included in the Work Plan development process at appropriate times.
  - Michael Moore also stated that July is a logical time to reinstate fares and that we need to be reacting to these questions with urgency. If we could have answers to the questions posed today by March, it will help inform the Work Plan and local planning and budgeting efforts. That would be ideal.
- Technology Workgroup
  - Austin Stanion provided a great overview of the technology integration process at last TAC meeting. Since then, the 1<sup>st</sup> meeting of the Technology Workgroup has been scheduled for 11am on September 20<sup>th</sup>.
- Rail/Work Plan Workgroup
  - This Workgroup has been on hold since last FY while rail project next steps were being discussed by municipal and MPO leadership. The DCHC and CAMPO rail subcommittees met 9/12 to review options for moving forward. The recommendation of the group is to not select one of the path forward options from the Greater Triangle Commuter Rail feasibility Study. They are looking at options to support other regional rail efforts and recommend that projects that would support implementation of commuter rail in the future move forward, where able.
- Baseline Funding/MOE Workgroup
  - CAMPO and GoTriangle are hiring a consultant to help navigate the baseline policy discussion and help move it forward. They'll complete initial analysis of baseline requirements to be reviewed and discussed by workgroup members and ultimately a policy recommendation is expected to move forward for governing board approval.
- Bus Plan Core Technical Team
  - The CTT met to review and discuss the draft ADA Reimbursement Policy and Service Standards and Performance Guidelines documents. Both are moving through the TPAC subcommittee process to be adopted by the governing boards in the near future.

**XI. Other Business**

- Wake County is continuing to discuss with GoTriangle and other partners, GoTriangle's request to remove vehicle rental tax revenues from the Wake Transit program and retain them in-house. Tim Gardiner reminded the group that the FY24 Work Plan was adopted without a full year of the GoTriangle rental tax revenues contributed. That was approved so that the Work Plan would be adopted by June 30<sup>th</sup>. Since then, Wake County has taken the lead on furthering this discussion. Staff have continued to coordinate with GoTriangle to review budgets and understand the cost drivers behind their desire to retain the funds instead of continuing to contribute to the Wake

Transit program. Once there is a clear understanding of why this recission of funds is being proposed, other partners, including the TPAC, will be brought into the discussion. Its going to take as long as it takes to come to a resolution. It may not be in time for FY25 Work Plan.

Jennifer responded that GoTriangle is subject to the same transparency requirements as all public entities. She asked Tim where the disconnect is coming from. She offered to meet with those interested in discussing the budget outside of annual development events. Tim noted that GoTriangle received a records request and has responded that they are willing to work with CAMPO, the County and other partners to discuss the information.

- Lead Agency staff worked together to update the TPAC Subcommittee Flier. It is included as Attachment E and has been posted to the TPAC Subcommittee Webpage.
- The most up to date versions of the FY24 Master TPAC Calendar and Amendment Schedule are and will continue to be posted online at the top of both the TPAC Subcommittee and the Document Library web pages.
- The Wake Transit Performance Tracker (Tracker) Updates:
  - CAMPO is currently completing the summer update to the Tracker which includes amendments approved in FY23 and incorporating the adopted FY24 Work Plan.
  - GoTriangle and Raleigh staff are asked to review the information currently posted within the “Fixed-Guideway” dashboard tab and let CAMPO staff know of any needed updates on the timeline marker as well as the content included in the ABOUT and HISTORY quick links. Please submit updated information to [Stephanie.plancich@campo-nc.us](mailto:Stephanie.plancich@campo-nc.us) by Friday September 29<sup>th</sup>.
  - An engagement strategy for notifying the community when Tracker updates are made is being developed and will be presented to the CE Subcommittee.
  - CAMPO is pursuing the execution of a consultant agreement that will provide technical support, as needed, for the ongoing maintenance of the Wake Transit Performance Tracker.

## **XII. Adjourn**

The next TPAC meeting will be virtual on October 18, 2023.



9/13/23 TPAC Voting Record		Action 1
Agency/Org	Action Item	Approve the August TPAC meeting minutes
	Motion -> Second ->	Andrea Neri Kelly Blazey
Apex	Katie Schwing	
CAMPO	Shelby Powell	Y
CAMPO	Ben Howell	Y
Cary	Kelly Blazey	Y
Cary	Christine Sondej	Y
Fuquay-Varina	Allyssa Holman	Y
Garner		
GoTriangle	Michelle Peele	Y
GoTriangle	Jennifer Hayden	Y
Holly Springs	Chris Garcia	Y
Knightdale	Andrew Spiliotis	Y
Morrisville	Caleb Allred	Y
NC State University	Andrea Neri	Y
Raleigh	David Eatman	Y
Raleigh	Michael Moore	Y
Rolesville		
RTP Foundation		
Wake County	Tim Gardiner	Y
Wake County	Akul Nishawala	Y
Wake Forest	Emma Linn	Y
Wendell		
Zebulon	Catherine Ferrel	Y