

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

TPAC Regular Monthly Meeting • December 14, 2022 • 9:30am- 11:30am

### MINUTES

**I. Welcome and Introductions** (David Eatman, TPAC Vice-Chair)

David Eatman welcomed attendees to the December TPAC meeting. He and Stephanie Plancich made special acknowledgement of Gaby Lawlor’s contributions to the TPAC as Vice Chair, and most recent Chair and thanked her for all her leadership. Numerous other partners expressed their thanks and wished her success in her new position with CAMPO. Gaby thanked everyone for their support noting that being on the TPAC leadership team was a great opportunity and encouraged, especially for the smaller municipality representatives out there, to consider serving as well.

Introductions:

City of Raleigh, Sara Tromba introduced by David Walker on the Planning and Construction Team

City of Raleigh, Ben Bruster introduced by Het Patel on the Wake BRT transit planning team

Town of Cary, Fabian Rodriguez introduced by Kelly Blazey as their Transit Outreach Specialist

12/14/2022 TPAC Attendance		PM= Primary Member, VA= Voting Alternate, OA= Other Alternate, MG= Meeting Guest									
Agency/Org	Name	PM	VA	OA	MG	Agency/Org	Name	PM	VA	OA	MG
Vice-Chair/Raleigh	David Eatman	x				GoTriangle	Steven Schlossberg			x	
Apex	Katie Schwing	x				GoTriangle	Liz Raskopf			x	
CAMPO	Shelby Powell	x				Holly Springs	Daniel Spruill	x			
CAMPO	Anna Stokes		x			NC State University	Andrea Neri	x			
CAMPO	Stephanie Plancich			x		Raleigh	Michael Moore	x			
CAMPO	Evan Koff				x	Raleigh	David Walker			x	
CAMPO	Gaby Lawlor				x	Raleigh	Het Patel			x	
Cary	Kelly Blazey	x				Raleigh	Andrea Epstein			x	
Cary	Christine Sondej		x			Raleigh	Andrew Miller				x
Cary	Mark MacDougall			x		Raleigh	Cara Russell				x
Fuquay-Varina	Allison Wylie		x			Raleigh	Mathew Van Hoeck				x
GoTriangle	Michelle Peele	x				Raleigh	Ryan Boivin				x
GoTriangle	Sandra Freeman	x				Raleigh	Sara Tromba				x
GoTriangle	R. Curtis Hayes				x	Raleigh	Ben Bruster	x			x
GoTriangle	David Jerrido				x	RTF	Travis Crayton	x			
GoTriangle	James Carter				x	Wake County	Akul Nishawala				
GoTriangle	Jenny Green				x	Wake County	Tim Gardiner	x			
GoTriangle	Jennifer Hayden				x	Wake County	Tim Maloney				x
GoTriangle	Kim Johnson				x	Wake Forest	Brad West		x		
GoTriangle	Mathew Clark				x	WakeUp Wake Co.	Nathan Spencer				x
GoTriangle	Paul Black				x	Wendell	Bryan Coats	x			
GoTriangle	Paul Kingman				x	HDR	Bill Gilmore				x
GoTriangle	Wendy Mallon				x						

II. **Adjustments to the Agenda** - None

III. **General Public or Agency Comment** (David Eatman, TPAC Vice-Chair)

Nathan Spencer – Thanks Gaby for her partnership at the TPAC, but also in Garner. Have worked together for quite a while on various initiatives.

Anticipate the transit conversation being important throughout the new year. At recent Wake Up Wake County annual meeting, it was noted that the role Wake Up plays is important and that their role serving the public and being a voice for community members is appreciated and needed. As a result, Wake Up will be focusing efforts more toward regional planning efforts moving forward. Want to be a voice for how we serve the community and how our various communities connect with each other.

## TPAC ADMINISTRATIVE ITEMS

IV. **TPAC Meeting Minutes**

(Action Item: David Eatman, TPAC Vice-Chair, 5 minutes) **Attachment A & B**

**MOTION** made to adopt the September and October TPAC meeting minutes by Michael Moore. Second by Akul Nishawala. No Comments. Passed.

V. **2023 TPAC Chair and Vice Chair Nominations Open**

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

Each January, TPAC members elect a Chair and Vice Chair to serve for the new calendar year. Stephanie officially opened nomination for the 2023 term, noting that with Gaby's change of position there is at least one vacancy that needs to be filled. Primary voting members interested in serving or in nominating another member for either role were asked to send their questions and note of interest to [stephanie.plancich@campo-nc.us](mailto:stephanie.plancich@campo-nc.us).

Both Stephanie and David clarified that although office phones are down while CAMPO is in transitioning to Cary, the staff email addresses remain the same. Members should retype the address including the full "campo-nc.us" into your address bar to ensure it directs to the Cary system and not to the old Raleigh system.

Received as information.

VI. **2023 Monthly Meeting Schedule**

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

Next, Stephanie noted that since March 2020, all TPAC meetings have been held virtually. She explained that the recommendation for 2023 is to continue meeting on the 2<sup>nd</sup> Wednesday of each month from 9:30am-12:00pm. She also noted that there is some interest amongst the members in having an in-person meeting opportunity in the new year.

A couple of options discussed include holding one hybrid TPAC meeting per quarter, or scheduling critical TPAC meetings and events as hybrid opportunities. However, none of the in-person options will be available for scheduling until CAMPO has completed its move to Cary and the new hybrid meeting system is up and running. There is clear desire from several members to, at least once per year, have the opportunity to meet together informally, maybe at a training event, to have face-time with partners and to meet the newest members.

Questions and comments on maintaining the current meeting schedule and on the option to begin offering hybrid meetings in 2023 should be emailed to [stephanie.plancich@campo-nc.us](mailto:stephanie.plancich@campo-nc.us) by January 6<sup>th</sup>, 2023.

Received as information.

VII. **Subcommittee Administrative Task Update**

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

Each TPAC subcommittee is preparing and will vote to adopt a February – July Work Task List over the next month or so. They will also be conducting their own 2023 Chair and Vice Chair elections. The results of both

activities will be presented to the TPAC for endorsement. Stephanie spent a little time informing the TPAC that the discussion to modify the current subcommittee structure that began a little over a year ago, has been progressing. It has been proposed that the Planning & Prioritization and Budget & Finance subcommittees be permanently merged into a new Program Development Subcommittee. More information and a vote to recommend that change be made will occur tomorrow at the 1:30pm joint meeting. TPAC members interested in attending the meeting were invited to download the meeting agenda with the updated Teams meeting link at <https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-tpac/subcommittees>.

Received as information.

## PLANNING AND PROGRAMMING ITEMS

### VIII. Wake Bus Plan Project Prioritization Policy (Information Item: Anna Stokes, CAMPO, 10 minutes)

As part of the Wake Bus Plan update process, CAMPO is tasked with updating the Bus Plan Project Prioritization Policy (PPP). In 2020, the Wake Transit Project Prioritization Guidance was drafted as part of the Wake County Transit Plan update process. It established a set of 8 funding tiers that are used to allocate Wake Transit revenues to specific future transit investments. Tier 7 provides funds for bus stop improvements and Tier 8 provides funds for bus service investments and the capital projects needed to support them. The PPP supports the prioritization of investments programmed under these two tiers and was a critical tool used by the Bus Plan Update team to draft each transit provider's short-range investment plan which members will hear more about later on this agenda. The PPP was released for public review from November 9<sup>th</sup> – 23<sup>rd</sup>. CAMPO staff provided an engagement summary noting that no significant changes were made to the draft and the TPAC was asked to consider recommending adoption of the policy to the Governing Boards.

**MOTION** to recommend adoption of the updated Wake Bus Plan Project Prioritization Policy to the Wake Transit Governing Boards made by Michelle Peele. Second by Daniel Spruill. No comments. Passed.

### I. Wake Bus Plan Progress Update (Information Item: Jenny Green, GoTriangle, 20 minutes)

Jenny Green provided a progress update on the development of the Wake Bus Plan update process. She reviewed the goal and scope of the project, and highlighted the collaboration that has taken place since July 2021 was a critical component of the development process and will ramp up as we get materials pulled together for February release. That engagement effort will be the third community outreach effort for the project. She noted that, while this is an update to the initial plan, the focus this time is to focus on accomplishment of the Four Big Moves. The market assessment was the first step in the planning process. Through 2040, population and Job growth is still projected to be centered around downtown Raleigh and along the planned BRT corridors. Using that data transit propensity was measured on a composite demand map. A next step, was prioritizing projects in order to program them into the future year investment schedule. This involved reviewing projects currently planned and making modifications where needed, as well as assessing new projects that could/should be included in the FY2030 planning period. (Prioritization is an assessment of the characteristics of a project against a set of criteria which generates a ranked list of projects. Programming takes the prioritized list of projects and works the higher scoring investments into the fiscally constrained annual investment budget.) The policy recommended by the TPAC above was used to guide the process. A post-2030 list of projects is included in the draft Bus Plan. That lists the projects that were prioritized but scored lower or didn't fit into financial capacity in earlier years.

Jenny noted that the Bus Plan Update will span Fy2025-2030, so the recommendations including in this Bus Plan, once adopted, will be reflected in next year's FY25 Work Plan. She briefly reviewed the general changes that were made to the Bus Plan for each provider including implementation year changes, realignments and other route redesigns, reassignment of packaged routes, as well as transit supportive capital project investment list. A vehicle maintenance and replacement schedule is also included in the Bus Plan.

The next portion of the presentation focused on how the projects recommended within the Bus Plan will meet or exceed the specific goal and objectives of the Wake transit Plan and what TPAC members can expect in the next few months.

and will provide the TPAC with a project progress update. Members will get a look at the results of the prioritization process, recommended short-range transportation plans, and other materials being prepared for the combined Draft FY24 Work Plan/Draft Wake Bus Plan engagement effort scheduled to run from February 20<sup>th</sup> to March 20<sup>th</sup>. The December presentation will be focused on the plan's development progress. A presentation in January will focus on the engagement strategy and materials.

#### NEXT STEPS

## What to Expect December – April

- Draft Wake Bus Plan and Short Range Transit Plans
- Community engagement on draft plans
- Final Draft Wake Bus Plan and Short Range Transit Plans
- Service standards and performance measures

Brian Coates asked why the decision was made to prioritize the Knightdale-Rolesville microtransit area ahead of the Zebulon-Wendell microtransit area which is already showing great ridership. Jenny responded that the decision was based on wanting to enhance access to transit and improve connections in all communities. The Zebulon-Wendell area is already proposed to benefit from planned enhancements to the ZWX, she believed in FY2026, to add stops, increase frequency, etc. It was also pointed out that the 401X route currently serving the Knightdale and Rolesville area is a low performer so it is a priority to replace that route with a service option that will better meet the needs of the community members out there. Brian then asked if public input had been collected to make that decision, because expanding service along the ZWX seems like it wouldn't be very productive or impactful against a microtransit service option. He feels that they are being penalized by not getting faster funding for microtransit because they have increasing ridership on the route that is available and Rolesville is getting the benefit of microtransit sooner when their community is not supporting the transit service that is already in place. Jenny will follow up with Brian about best options for that side of the county, while the plan is in draft. Nothing has been finalized yet. David Eatman thanked Jenny and the planning team members and partners for all the work undertaken to date to get us to this point.

Received as information.

### IX. Greater Triangle Commuter Rail Study Phase 2 – Update on Next Steps

(Information Item: Matthew Clark, GoTriangle, 15 minutes)

Mathew Clark presented GoTriangle's update on Greater Triangle Commuter Rail study results and preparations for engagement in January 2023.

Many local, state and federal partners have been involved in the study process. Congestion, population and job growth projected for our region is the main catalyst for needing alternative commute options. The commuter rail study from West Durham to Auburn Station in Garner – with an 8-2-8-2 scenario and a second option to also include a 3-1 option as well.

General results for the base corridor scenario include:

- \$2.8-\$3.2 billion in year of expenditure
- \$42 million in annual operating & Maintenance costs.
- 12,000-18,000 daily boardings by 2040
- Service starting in 2033 and 2035

Due to high costs and infrastructure challenges in parts of the corridor, alternative implementation options instead of a whole corridor build were reviewed. These scenarios divide the corridor into a Western, Central and Eastern section. Noting that the Western option cannot be afforded at this time with what has been allocated in the Durham Transit Plan. It is by far the more difficult and costly section. Risks and challenges include: several crossings that would need to be closed, third track line would be needed in places and the existing rail yards are too short to accommodate proposed train traffic. .

Central section from Raleigh to RTP has medium risk mainly due to the number of rail services that are currently operating at Raleigh Union Station and planned expansion to those services in upcoming years. The Eastern option from Raleigh to Garner/Auburn is the easiest to implement because it has the least number of challenges to overcome. There is less rail traffic and the least amount of new infrastructure is needed.

**Considerations for phased implementation**

- Cost
- Ridership
- Complexity
- Time frame

Initial Service	Capital Cost	Daily Riders (2040)	Complexity	Likely Time Frame
<b>Western</b>	~\$1.6B (50% of total)	~3,000 (25% of total)	Highest Risk	~12 years
<b>Central</b>	\$800M - \$1.0B (25-30% of total)	~4,000 (33% of total)	Medium Risk	~10 years
<b>Eastern</b>	\$600M - \$700M (20% of total)	~4,000 (33% of total)	Lowest Risk	~8 years

*Cost and ridership estimates are for each portion as a standalone initial service. Cost and ridership estimates in this table are not cumulative. The estimated cost of the western option cannot be afforded at this time within the financial capacity of the Durham Transit Plan.*

Even though phases implementation is being proposed, it is still the intent to build out the entire corridor if/when possible to do so. Outside funding is going to be required. Maintaining eligibility for federal funding is a concern. Under current scoring criteria these phases are scoring at or under the minimum thresholds. We are waiting for the updated New Starts guidance to be released to know if it will positively or negatively impact our scores. Other state and federal grant opportunities continue to be explored. A cost share proposal is being developed with GoTriangle, MPO and County decision-makers. Once they develop the proposal, the cost share information will be brought to the boards of local partners for further review.

**ENGAGEMENT:**

Liz Raskopf presented an engagement strategy overview for the January engagement effort. In addition to all of the typical outreach methods used, GoTriangle will be paying special attention to reaching churches and other houses of worship, especially those that represent underserved populations, they are also going to provide information about the project and encourage people to take the survey to those who reach out to the Regional Call Center throughout the 30-day comment period.

Other methods and strategies being used: English and Spanish materials and media outlets, online and print survey, project boards, polling boards, 1-pager, new release, book mark, social media posts, emails, webpage for project information, etc.

Received as information.

**II. Final FY2022 Wake Transit Progress Report**

(Information Item: Michelle Peele and Jennifer Hayden, GoTriangle, 10 minutes)

GoTriangle staff have worked with Wake Transit partners since late summer to draft and finalize the FY2022 Wake Transit Progress Report. At the last joint meeting, the results of the annual Wake Transit financial audit were not yet released. Since the joint meeting, independent audit procedures were completed on November 29, 2022. The auditor’s compliance reports show no findings and have been incorporated into the final FY2022 Annual Comprehensive Financial Report. As a result of the conclusion of the audit, no changes to financial overview of the report have been made since the previous presentation at the joint meeting. GoTriangle staff will present the final FY2022 Annual Comprehensive Financial Report and the Wake Transit Progress Report. The TPAC will receive a copy of the final report which, in accordance with the ILA, is due and will be submitted and tomorrow, December 15<sup>th</sup>.

Michelle Peele opened the presentation by providing an overview of the purpose of the report and the various sections included within it. The partners have been engaged in the process for several months to provide the date included in both the accomplishments and upcoming activities lists.

Michelle noted that some comments were received from partners to finalize the draft. A few tweaks have been done but no substantial changes to the draft report have been made since it was presented last. She noted that since presenting to the subcommittees, the audit on the financial statement has been completed and no findings were noted.

Jennifer Hayden then provided an overview of the year end revenues and expenditures for FY2022. She pointed out that the unrealized loss is a required element, but explained that loss are only realized if an asset is sold. No asset were sold so no losses were realized. So it is showing in documentation as an unrealized loss, but no cash was impacted in our budget. Many contributing factors including COVID, the Russia/Ukraine War, Recession, Inflation, etc. The total amount of revenue and expenditure in FY2022 was \$125,841,003.

Received as information.

**III. Subcommittee Report:**

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

Subcommittee	Joint Planning & Prioritization and Budget & Finance	Community Engagement
Chair(s)	David Walker, City of Raleigh and Steven Schlossberg, GoTriangle	Andrea Epstein, City of Raleigh
Vice Chair(s)	Kevin Wyrauch, Town of Cary and Shavon Tucker, City of Raleigh	Bonnie Parker, CAMPO
Next Meeting	Thursday, 12/15 – 1:30-3:30pm	Thursday, 1/12 – 1:30-3:00pm

**IV. Other Business**

- Initial reviews of the projects submitted for funding in the FY2024 Wake Transit Work Plan revealed that there will not be a need for a choices and trade-offs meeting this year. CAMPO staff will present and discuss the draft funding request summary at tomorrow’s joint P&P and B&F meeting. We are on track to have a complete draft ready for TPAC finalization and release for public review in February.
- The Updated Wake Transit Work Plan Amendment Policy and the 2022 Community Engagement Policy were adopted by the CAMPO and GoTriangle governing boards in November.
- No amendment requests were submitted for the FY2023/Q3 amendment cycle. The 4<sup>th</sup> Quarter submission deadline is February 28<sup>th</sup> and the period of performance extension request submission date is May 26<sup>th</sup>.

**V. Adjourn**

The next TPAC meeting is scheduled to be held virtually on \*January 18<sup>th</sup>, 2022.

<b>12/14/22 TPAC Voting Record</b>		<b>Action 1</b>	<b>Action 2</b>
<b><u>Agency/Org</u></b>	<b>Action Item</b>	<b>Sept &amp; Oct TPAC Minutes</b>	<b>Wake Bus Plan PPP</b>
-	<b>Motion -&gt; Second -&gt;</b>	Michael Moore Akul Nishawala	Michelle Peele Daniel Spruill
<b>Apex</b>	Katie Schwing	Y	Y
<b>CAMPO</b>	Shelby Powell	Y	Y
<b>CAMPO</b>	Anna Stokes	Y	Y
<b>Cary</b>	Kelly Blazey	Y	Y
<b>Cary</b>	Christine Sondej	Y	Y
<b>Fuquay-Varina</b>	Allison Wylie	Y	Y
<b>GoTriangle</b>	Sandra Freeman	Y	Y
<b>GoTriangle</b>	Michelle Peele	Y	Y
<b>Holly Springs</b>	Daniel Spruill	Y	Y
<b>NCSU</b>	Andrea Neri		
<b>Raleigh</b>	Michael Moore	Y	Y
<b>Raleigh</b>	David Eatman	Y	Y
<b>RTF</b>	Travis Crayton	Y	Y
<b>Wake County</b>	Akul Nishawala	Y	Y
<b>Wake County</b>	Tim Gardiner	Y	Y
<b>Wake Forest</b>	Brad West	Y	Y
<b>Wendell</b>	Bryan Coats	Y	Y