

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Monthly Meeting • January 17, 2024 • 9:30am-12:00pm

Web Link: <https://campo-nc.webex.com/campo-nc/j.php?MTID=mc3aabee09f6f9ce685b52db97f92d76c>

Meeting Code: 2530 889 9116 **Join by Phone:** 1-650-479-3208

If you need assistance to participate in this event, please email stephanie.plancich@campo-nc.us or call 984-542-3601 at least 72 hours (3 business days) in advance of the scheduled meeting.

AGENDA

1. **Welcome and Introductions** (David Eatman, TPAC Vice-Chair)
2. **Adjustments to the Agenda** (David Eatman, TPAC Vice-Chair)
3. **General Public or Agency Comment** (David Eatman, TPAC Vice-Chair)

Commenters will be allotted three (3) minutes during the scheduled TPAC meeting. Commenters may also email questions and feedback to anna.stokes@campo-nc.us in advance of the meeting. Comments received before 9:00am will be summarized during the meeting and attached to the final meeting minutes.

TPAC ADMINISTRATIVE ITEMS

4. **Adoption of TPAC Meeting Minutes**
(Action Item: David Eatman, TPAC Vice-Chair) **Attachment A & B**

Requested Action: Adopt the October and December TPAC meeting minutes.

5. **2024 TPAC Chair and Vice Chair Election**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes)

Each January, TPAC members elect a Chair and Vice Chair, from amongst its primary voting membership, to serve for the new calendar year. The TPAC administrator opened nominations for the 2024 term on December 13th. Members will review the nominees and elect their leadership team on January 17th.

Requested Action: Vote to elect the 2024 TPAC Chair and Vice Chair.

6. **2024 Monthly Meeting Schedule**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment C**

The TPAC sets its annual meeting schedule at its first meeting of the new year. The recommendations for 2024 is to continue the TPAC's current monthly meeting cycle on the second Wednesday of each month from 9:30am-12:00pm and to pre-schedule four (4) in-person meetings in the months of October, February, April and August. The draft 2024 meeting schedule is posted with this agenda as Attachment C.

Requested Action: Adopt the 2024 meeting schedule.

7. Weighted Voting Structure Update

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

In accordance with the TPAC bylaws, the TPAC's weighted voting structure is updated to reflect current population data each year. The 2024 update, Attachment D, reflects the 2022 population estimates published in December by the Office of State Budget and Management (OSBM).

Requested Action: Receive as information.

8. Subcommittee Work Task Lists and 2024 Election Results

(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment E**

The TPAC subcommittees are tasked with electing a Chair and Vice Chair to serve for the upcoming calendar year as well as adopting a February-July Work Task List.

- The Program Development (PD) Subcommittee Elected Kevin Wyrauch (Chair) and Shavon Tucker (Vice Chair) on December 19th, 2023. Unfortunately, Kevin has taken a new position, leaving the Chair role vacant. A second election will be held on January 23rd to fill the vacancy. Attachment E is their Work Task List.
- The Community Engagement (CE) Subcommittee elected R. Curtis Hayes (Chair) and Andrea Epstein (Vice Chair) on January 11th, 2024. Attachment F is their adopted Work Task List.

Requested Action: Endorse the 2024 Chair and Vice Chair election results (With exception of PD Chair) and the February-July Work Task Lists of the Community Engagement and Program Development Subcommittees.

PLANNING AND PROGRAMMING ITEMS

9. FY2024 3rd Quarter Wake Transit Work Plan Amendment Requests

(Action Item: Evan Koff, CAMPO, 10 minutes) **Attachments F, G & H**

Two (2) Wake Transit Work Plan amendment requests were submitted for consideration in the 3rd quarter of FY2024. Documentation, including more information on the nature of each request, is provided in Attachment G.

Per the Wake Transit Work Plan Amendment Policy, the TPAC's Program Development (PD) Subcommittee met on December 19th to review the amendment requests, to determine the appropriateness of changes in scope, the scope of new projects and potential financial impacts. Members unanimously voted to move the two (2) requested amendments forward for TPAC consideration. The scope and financial disposition of the PD Subcommittee is also included in Attachment H.

The two requests determined to be appropriate for moving forward include:

1. The proposed frequency improvements to the Route 21: Caraleigh Bus Route in Raleigh.
2. The proposed change in budget to add \$8,500,000 in contingency to the FY 2021 allocation for the New Bern Bus Rapid Transit Capital project.

The amendment requests were released for public comment from December 8, 2023 to January 5, 2024. Thirty (30) comments were received in response to the requests. See comment matrix in Attachment I.

Requested Action: Consider recommending approval of the FY24 3rd Quarter Wake Transit Work Plan amendment requests to the Wake Transit governing boards.

-- Conduct Roll Call Vote --

10. Draft FY2025 Wake Transit Work Plan Engagement Strategy

(Information item: Curtis Hayes, GoTriangle, 10 minutes) **Attachment I**

The Draft FY2025 Wake Transit Work Plan is scheduled to be presented to the public for review and comment from February 26, 2024 through March 26, 2024. Staff will present the engagement strategy and preliminary draft materials to the TPAC on January 17th with final materials being presented at the TPAC's February 21st meeting. Email comments to rhayes@gotriangle.org by Friday, February 2, 2024.

Requested Action: Receive as information.

11. Wake Transit Plan Update: Scope & Schedule

(Information item: Ben Howell, CAMPO, 10 minutes) **Attachment J**

The Wake Transit Plan Update, which kicked off in December, will update the Wake Transit Plan, extending the planning horizon from 2030 to 2035. The Transit Plan Update will include significant public engagement over the course of the 18-month planning process and will include a Core Technical Committee and Stakeholder Advisory Committee, both of which will meet throughout the planning process. The Transit Plan Update also includes an update to the Community Funding Area Program Management Plan that will be completed by Fall 2024. The final draft Plan is expected to be presented to the TPAC and governing boards in Spring 2025. The Scope and Schedule is attached as Attachment X. Staff will provide an overview presentation of the Transit Plan Update process, scope and schedule, including deliverables and anticipated public engagement periods.

Requested Action: Receive as information.

12. Coordinated Public Transit-Human Service Transportation Plan: Scope, Schedule and Current Activities

(Information Item: Crystal Odum, CAMPO, 10 minutes) **Attachment K & L**

The consultant contract to update the 2018 Coordinated Public Transit-Human Service Transportation Plan was executed by CAMPO in October. The kick-off meeting was held during the October 18th Mobility Coordination Committee (MCC) meeting. The MCC is the technical team for the project.

Wake Transit is a funding partner for the effort. As such, the project management team is complying with Wake Transit's reporting and reimbursement procedures and Community Engagement Policy. Contact crystal.odum@campo-nc.us with questions about the CPT-HSTP update project.

Requested Action: Receive as information.

13. Wake Transit-Funded Project Updates

a. Morrisville Transit Update

(Information Item: Caleb Allred, Morrisville, 10 minutes)

Morrisville staff will provide a second-year progress review (October 2022 - October 2023) of the Morrisville Smart Shuttle service.

b. Wake County Transit Update

(Information Item: Nikki Abija, GoWake Access, 15 minutes)

County staff will provide an update on their progress and plans for the NE Wake microtransit service as well as the GoWake Access demand response service.

c. City of Raleigh/GoRaleigh Capital Projects Update

(Information Item: David Walker, 20 minutes)

City of Raleigh staff will review several major Wake Transit capital projects and their progress. A review of the bus shelter improvement program and enhanced transfer point program will also be provided.

d. Regional Transit Center/Mobility Hub and the Bus Operations and Maintenance Facility

(Information Item: Jay Heikes, GoTriangle, 20 minutes)

Project progress updates for both the Regional Transit Center and the GoTriangle Bus Operations and Maintenance Facility (BOMF) will be presented to the TPAC.

14. Subcommittee Report

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
Chair	Kevin Wyrach, Town of Cary	R Curtis Hayes, GoTriangle
Vice Chair	Shavon Tucker, City of Raleigh	Bonnie Parker, CAMPO
Next Meeting	Tues. 1/23, 1:30-3:30pm	Thurs. 1/25, 1:30-3:00pm

15. Other Business

- CAMPO event: Annual MPO 101Workshop scheduled for Friday, February 23 (8am-1pm)
- CAMPO Staffing Update
 - Evan Koff taking new position at CAMPO – Wake Transit Planner recruitment will open soon
- Cary Staffing Update
 - Kevin Wyrach taking new position – Town of Cary Senior Transit Planner recruitment opened on January 10th. View the position information here: <https://www.governmentjobs.com/careers/townofcary/jobs/4341518/senior-transit-planner>

16. Adjourn

The next TPAC meeting is scheduled to be held IN-PERSON at CAMPO on Wednesday, February 21, 2024.

** 3rd Week of the month*

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