

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Monthly Meeting • April 17, 2024 • 9:30am-11:00pm

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 Chair)
2. **Adjustments to the Agenda** (David Eatman, TPAC Chair)
3. **General Public or Agency Comment** (David Eatman, TPAC Chair)

Commenters will be allotted three (3) minutes during the scheduled TPAC meeting. Commenters may also email questions and feedback to ben.howell@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 Chair, 5 minutes) **Attachment A**

Requested Action: Adopt the March 2024 TPAC meeting minutes.

5. **Wake Transit Workgroup Operating Guidelines Update**
(Action Item: Stephanie Plancich, CAMPO, 10 minutes) **Attachment B**

The initial Workgroup Operating Guidelines were adopted in 2020. Since it's inception, the use of Workgroups has been successfully employed to address emerging and on-going tasks of the TPAC. As noted later on this agenda, there are currently 5 active Workgroups addressing a variety of assigned tasks.

The purpose of the update is to ensure that the policy reflects the processes and procedures being followed by Workgroup Coordinators today and to clarify reporting requirements. The update, Attachment B, was reviewed and recommended by the Program Development (PD) Subcommittee at its March meeting. Members requested additional language about membership be added (See page 4) and then recommended TPAC adoption.

Requested Action: Endorse the recommended 2024 update of the Wake Transit Workgroup Operating Guidelines.

PLANNING AND PROGRAMMING ITEMS

6. Recommended FY 2024, 4th Quarter Work Plan Amendment Request
(Action item: Ben Howell, CAMPO, 10 minutes) **Attachment C & C1**

One Major Wake Transit Work Plan amendment request was submitted for consideration in the FY2024 4th quarter amendment cycle. The amendment request is a Capital budget request. The Amendment Review Packet, Attachment C, includes detailed information on the request, the scope and financial disposition, Program Development Subcommittee voting record, and the engagement summary report for the public review period that ran from March 8th through April 5th.

Requested Action: Recommend approval of the requested FY 2024 4th Quarter amendment request to the Wake Transit governing boards.

7. Engagement Summary Report for the Draft FY 2025 Wake Transit Work Plan
(Information item: Curtis Hayes, GoTriangle, 10 minutes) **Attachment E**

The Draft FY 2025 Wake Transit Work Plan’s community review and public comment period was held February 26, 2024-March 26, 2024. Wake Transit’s lead agencies and partners raised awareness of the opportunity for citizen participation with an engagement effort that focused on reaching communities of concern and the general public. The campaign covered the full spectrum of communications tools, from print to pixel and in-person activities. The public responded to the call for input with nearly 200 comments submitted online, in-person, and through email. GoTriangle staff will discuss what worked well during this comment period, as well as what might be improved, and highlight some of the analytics of the effort.

Requested Action: Receive as information.

8. Introduction to Wolfline - NC State’s Transit System
(Information item: Andrea Neri, NCSU, 20 minutes)

The TPAC will receive a presentation of NC State’s Wolfline transit system. In addition to a bit of history, an overview of the services provided, and their transit partnerships, staff will discuss how NCSU’s transit program supports reaching goals set by the Wake Transit Plan.

Requested Action: Receive as information.

9. Subcommittee Report - Attachment S

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	Caleb Allred, Town of Morrisville	R Curtis Hayes, GoTriangle
Vice Chair	Shavon Tucker, City of Raleigh	Andrea Epstein, City of Raleigh
Next Meeting	*Tues. 4/30/24, 1:30-3:30pm	*Tues. 4/16 9:30am-12pm *Thurs. 4/25 1:30-3:30pm

10. Workgroup Updates

- Fare Workgroup (mpeeel@gotriangle.org)
- Technology Workgroup (mpeeel@gotriangle.org)
- Financial Policies Workgroup (pkingman@gotriangle.org)-Attachment D- Meeting Summary
- Baseline Funding Workgroup (ben.howell@campo-nc.us)
- Safety & Security Workgroup (ben.howell@campo-nc.us)

11. Other Business

- Reminder that the Train-The-Trainer workshop for Wake Transit Plan Update, Phase 1 engagement activities will take place at the CE meeting on April 25th. This event should be attended by your agency's communications and engagement staff who will be responsible for sharing information to your community members in addition to regular CE members.
- Any other news or business items?

12. Adjourn

The next TPAC meeting is **In-Person** at CAMPO, Wednesday, May 15th, 2024.

*Check the calendar invitation before traveling to The Fenton. The most current parking map will be attached closer to the meeting date.