

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Monthly Meeting • May 29, 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.

Minutes

1. Welcome and Introductions (David Eatman, TPAC Chair)

Kelly Blazey introduced Matt Cecil as the new Cary Transit Planner and TPAC alternate.

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	x				Raleigh	David Walker		x		
Vice Chair/Wake Co	Kelly Blazey	x				Raleigh	Shavon Tucker			x	
Apex	Katie Schwing	x				Raleigh	Andrea Epstein			x	
CAMPO	Chris Lukasina	x				Raleigh	Het Patel			x	
CAMPO	Ben Howell	x				Raleigh	Janice Copeland				x
CAMPO	Stephanie Plancich				x	Raleigh	Tierra Hadley				x
CAMPO	Steven Mott				x	Raleigh	Tracy Chandler				x
CAMPO	Suvir Venkatesh				x	Raleigh	Melanie Rausch				x
CAMPO	Bonnie Parker			x		Raleigh	Ben Bruster				x
Cary	Christine Sondej			x		Raleigh	Dana Smith				x
Cary	Mark MacDougall		x			Raleigh	Rachel Anderson				x
Cary	Matt Cecil			x		Rolesville	Austin keefer	x			
Fuquay-Varina	Allison Wylie	x				RTF	Anne Calef		x		
Garner	Erin Joseph	x				Wake County	Tim Gardiner	x			x
GoTriangle	Jennifer Hayden	x				Wake County	Akul Nishawala				x
GoTriangle	Paul Black	x				GoWake	Nikki Abija				x
GoTriangle	R. Curtis Hayes		x			Wake Forest	Emma Linn	x			
GoTriangle	Liz Raskopf				x	Wendell	Bryan Coats	x			
GoTriangle	Steven Schlossberg			x		Zebulon	Cate Farrel	x			
GoTriangle	Paul Kingman				x	Wake Up Wake Co.	Denzel Burnside				x
GoTriangle	Holly Stott				x	Durham County	Dawn Souza				x
GoTriangle	Amber Warren				x						
Holly Springs	Chris Garcia	x									
Morrisville	Caleb Allred	x									
NC State University	Andrea Neri	x				<u>Absent:</u>	Knightdale				

2. Adjustments to the Agenda - None

3. General Public or Agency Comment - None

TPAC Chair: David Eatman, City of Raleigh
 Vice Chair: Kelly Blazey, Town of Cary

TPAC ADMINISTRATIVE ITEMS

4. Adoption of TPAC Meeting Minutes

(Action Item: David Eatman, TPAC Chair, 5 minutes) **Attachment A**

Motion to adopt the April 2024 TPAC meeting minutes made by Caleb Allred. Second by Paul Black. No comments. Passed.

5. TPAC Meeting Schedule Modification starting in FY25

(Information Item: Stephanie Plancich, CAMPO, 10 minutes) **Attachment B**

Staff will present a recommendation to alter the TPAC's regular monthly meeting schedule for TPAC member review and discussion. Comments should be emailed to stephanie.plancich@campo-nc.us by Friday, June 7th. The comments will be compiled, the recommendations updated as needed, then brought back as an action item at the TPAC's June meeting.

Received as information.

6. Renaming the Wake Transit Work Plan to Work Program

(Information Item: Stephanie Plancich, CAMPO, 5 minutes)

Staff will present a recommendation to change the name used to refer to the Annual Wake Transit Work Plan to Work Program. Over the years, a consistent comment from members of the community and new staff joining the TPAC and Wake Transit process is confusion with all of our plan names. Our regional partners with the Durham and Orange Transit Plans call their document a Work Program, so we would be aligning our document title with that already being used in the region. This name change would take effect for the FY26 development cycle. This recommendation is being presented TPAC member review and discussion. Comments should be emailed to stephanie.plancich@campo-nc.us by Friday, June 7th. A final recommendation will be brought back at the TPAC's June meeting.

Received as information – Post meeting this item was requested to be placed on hold until a later time.

PLANNING AND PROGRAMMING ITEMS

7. Recommended FY 2025 Wake Transit Work Plan

(Action item: Ben Howell, CAMPO, 30 minutes) **Attachment C, D & E**

It is anticipated that, prior to June 12th, the Wake Transit Conference Committee will have met and provided guidance to the TPAC for recommending an FY 2025 Wake Transit Work Plan to the CAMPO and GoTriangle governing boards for adoption before June 30th. Staff are preparing to present the list of projects and a recommended FY25 and future year budget to the TPAC for review and discussion.

Ben opened the item. Steve provided updated budget assumptions noting that the \$140 million assumption from the draft plan remains. Operating budget increased from \$45 to \$49 million and Capital total from \$196.8 to \$203.1 million between draft and recommended budget.

Ben followed up, clarifying that the change in budget between including and excluding the VRT revenue assumption in the recommended Work Plan is a difference of \$5.056 million taken from fund balance. He noted that there are two handouts provided at the tables for each member with updates on the activities of

the conference committee. Today, we do not have guidance from the committee on what budget option to recommend for adoption, but should that decision be made between this TPAC meeting and consideration by the TCC, CAMPO Board which occur early in June. GoTriangle meets in the 4th week.

Tim asked for clarity on the commuter rail assumption. Steve confirmed that info provided as a placeholder in the Work Plan represents the current financial model through FY2040.

Ben next provided an overview of changes made between the draft and recommended Work Plans.

David Eatman stated that even if there is some type of split of VRT recommended, there is some fund balance draw down anticipated in FY25. Ben Howell confirmed that with the 2 budget options presented, that is correct, but a third scenario could be requested that would remove projects thus removing the need to draw from fund balance. That is not anticipated but is a possibility.

Steve Schlossberg commented that there is over \$100 million expected to be unallocated in capital fund balance in FY25. He then commented that towns will be put in an awkward position with approving unfunded projects in their budgets. Chris Lukasina commented that local budget amendments are not a new thing; that agreements will not be ready on July 1st since GoTriangle takes some time to get those executed. He said it is a decision of the partners to decide to provide services beyond the 60-day period. David Eatman noted that a large portion of the City's budget is based on federal contributions. It is standard practice for the City to have to cover up to half a year of expenditures before reimbursement funds become available.

Tim Gardiner noted that the question about VRT inclusion is not singular to FY25, there are demands on the money long term. That the funds are a part of the long-term financial model for program implementation. We are currently going through the WTP update process, and we are looking out through FY2035 for project implementation where those funds at \$5 million + per year matter.

David Eatman asked about the CR application. Does TPAC need to take some action? Ben Howell confirmed it is an automatic 60-day CR, we would have to meet again to recommend something that would apply beyond the 60-day period.

Tim Gardiner commented that the TPAC will vote to recommend a Plan today, but we do not control its final adoption by the governing boards. We need to review the projects that can be impacted and make sure all are clear on how things will be handled through the CR period and beyond.

Andrea Neri agreed that it is important to follow through with providing the new projects presented to the public. Kelly Blazey noted that we can manage public expectations with fact that there is not a timeline promised for the projects and new services. We do our best to get them obligated in a timely manner but there is no guarantee that everything included in the Work Plan

Stephanie Plancich & Chris Lukasina clarified timing and the process for a CAMPO decision if the Conference Committee makes its recommendation after CAMPO's board meeting on June 12th. Ex. CAMPO TCC and Executive Board consider approving the FY25 Work Plan as recommended by the TPAC today, but the conference committee provides a decision that varies from the TPAC's recommendation after the 12th. The updated recommendation could be presented to GoTriangle's board at its meeting on June 26th, then CAMPO would need to review the changes and vote on a modified Work Plan at a next meeting.

David Walker asked a follow up question about how VRT is discussed in the ILA.

David Eatman confirmed the VRT is specifically identified as a revenue source in the Wake Transit ILA to be included in the financial model. He doesn't believe that circumventing the VRT is embodying the intent and

purpose of the ILA. That said, some additional discussion must be had to work through these various issues and questions identified in implementing the ILA.

Chris Lukasina asked partners who have feedback, ideas, concerns, etc. about the VRT and other related ILA and financial model questions being discussed to share those thoughts with Ben and/or Tim to bring to the conference committee for member consideration.

Motion to recommend approval of the FY 2025 Wake Transit Work Plan with VRT revenue included in the budget to the Wake Transit governing boards made by Kelly Blazey. Second by David Walker. It was discussed and understood that the TPAC is subject to the recommendation of the conference committee. The recommendation of the TPAC today, will be updated to reflect the committees findings if/when those decisions are made.

Voting Record: 18 Aye – 2 Nay

Aye Votes: Cary (2), CAMPO (2), Raleigh (2) Wake County (2), Apex, Fuquay-Varina, Holly Springs, NCSU, Rolesville, RTF, Morrisville, Wendell, Wake Forest, Zebulon.

Nay Votes: GoTriangle (2)

8. FY 2025 Agreement Groupings and Reporting Deliverables

(Action item: Steve Schlossberg, GoTriangle, 10 minutes) **Attachment F & G**

Tax District Administration staff will present the Agreement Groupings and Reporting Deliverables associated with the projects included in the FY 2025 Wake Transit Work Plan. The draft was presented to the Program Development Subcommittee.

Minimal edits from last year. Main change was to update years.

Kelly Blazey asked if there is a record of the changes that were made. Steve responded that the attachment includes red lined items. Tim Gardiner noted that we do still need to have some discussion on agreements but the work done over the last couple of years to standardize is helpful.

Motion to recommend approval of the FY 2025 Agreement Groupings and Reporting Deliverables to the Wake Transit governing boards made by Paul Black. Second by Tim Gardiner. No other comments, Passed.

9. State of the Plan Report and Phase 1 Engagement Progress Update

(Information Item: Ben Howell, CAMPO, 20 minutes) **Attachment H, I & J**

The 1st phase of engagement for the 2035 Wake Transit Plan Update fully launched on May 6th and will remain active through Friday, June 21st. There are two (2) core objectives for this phase. 1) To inform the community and stakeholders of what Wake Transit has accomplished since the plan's adoption in 2016. This is being communicated in presentations across the county, as well as in the attached State of the Plan Report and a 4-page Summary. 2) To collect input on transit investment priorities for the 10-years between FY2026-2035. CAMPO, GoTriangle and consultant staff are working to ensure that the voice of each Wake County community is well represented in the results, but we need TPAC members to help get the word out, including to your staff. Attachment F is the "take the survey" flier that can be emailed and posted online.

TPAC members will receive a State of the Plan presentation, get a progress update on Phase 1 engagement efforts and review the proposed schedule moving toward Phase 2: The review of transit investment scenarios and updating the Project Prioritization Policy.

Paul Black commented that under the Four Big Moves not having the BRT services on the priorities survey specifically is a miss since it is a regional investment priority. Ben explained that extensive discussion Transit Propensity map is for too weighted toward job geography. We need to take a look more closely at the specific locations highlighted.

Wendell has seen missed opportunities with folks who don't want to do the survey online. Bryan has asked for paper versions to hand out.

Emma commented that she is having a lot of trouble using the fillable templates provided. CAMPO staff had same issues and have notified consultants of the challenges.

Kelly said that, if available, Cary staff have gotten good participation when they provide iPads or kiosks.

Tim asked for a summary from the stakeholder meeting. Bryan noted that the discussion at the meeting was robust and well-rounded and no one commented that they felt BRT was missing. He too would like to see the summary notes. Ben stated the consultants will be putting the notes together.

Requested Action: Receive as information.

10. 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. 6/25 (1:30-3:30pm)	Thurs. 6/27 (1:30-3:00pm)

Caleb Allred – did not have a May meeting. Looking forward to seeing everyone in June.

Curtis Hayes – presented the FY25 Work Plan strategy at last meeting. Feedback from the CE Subcommittee members is making a difference in planning for local events and activities, providing the TPAC with project updates, purchasing swag and recommending other items, doing best practices in our outreach efforts. At its May meeting, the CE Subcommittee voted to include a new financial incentives policy statement in the CE Policy and Financial Policy documents.

Stephanie is working with both Chairs and staff to draft the August to January Work Task Lists.

11. Workgroup Updates

- Fare Workgroup – (sschlossberg@gotriangle.org) Steve Schlossberg, will meet on June 7th, with focus on finalizing low-income fare program for launch in July.
- Technology Workgroup (astanion@gotriangle.org) David Eatman commented on the importance of the technology work being done, especially for riders. Technology Plan update is included on June 16th agenda. Need to make sure that ITS planning is very considered and planned as part of the process. Chris Lukasina noted that ITS planning and coordination is happening and transit needs to stay plugged in and aligned. Stephanie then noted that there is a tight turn around for the study to

inform the FY26 Work Plan. As people review the draft scope, it may be important with a possible continuing resolution, and therefore a later start date with the contract, to ID priorities for tackling

- Financial Policies Workgroup (pkingman@gotriangle.org) Steve Schlossberg noted that work continues to address the 3 specific tasks included on the Feb-July PD Work Task List. (Should partners need to pay interest? If partners are fronting funds, should their be interest payments made and if so, when and at what rate.
- Baseline Funding Workgroup (ben.howell@campo-nc.us)
- Safety & Security Workgroup (ben.howell@campo-nc.us) Both Baseline and Safety Workgroups will have meetings scheduled in the next month or so.

12. Other Business

- The FY24, 4th quarter amendment request was approved by the governing boards at their respective May meetings.
- Both governing boards have received the results presentation from the Origin-Destination survey completed last fall.
- New Bern Ave BRT project has gone out for bid and no responses have come in. David Eatman informed the TPAC of two recommendations they are exploring for rebid. 1. Split the project between the two types of construction to attract the right specialists to the job, and 2. An idea to offer financial incentives for completing project components ahead of schedule since the timelines proposed have been longer than originally expected and the City wants to encourage speed and efficiency.
Tim Gardiner stated that this situation could lead to a standardized process to get larger projects built in a timely manner since we will have several similar projects following in the next few years.
Matt Cecil asked if it would be an option to break up the corridor into smaller lengths. David responded that the corridor is in 3 unique project segments, but what's been explored now is to split the vertical and horizontal components of the project since those two require different work crews and special knowledge.
- Kelly Blazey informed the TPAC that staff and the Chairs are aware of an issue identified at GoTriangle where the VRT revenue had not been transferred into the Transit Plan budget for 2 years. GoTriangle has been asked to come and present the issue and solution to the TPAC in July/August.
- Curits Hayes noted that there are still a few weeks of WTPU and now FY25 Work Plan engagement is kicking off. He thanked the partners for their help and support and encouraged them to keep going. Stephanie followed up with an ask to make sure the survey info is distributed to municipal staff along with efforts to get the info out to the public.

13. Adjourn

Upcoming TPAC meetings:

Date held on June 12th, in case we need to have a special meeting.
June 26th, next regular business meeting held **In-Person** at CAMPO.

5/29/24 TPAC Voting Record		Action 1	Action 2	Action 3
<u>Agency/Org</u>	Action Item	Adopt April TPAC Meeting Minutes	Recommend FY25 Wake Transit Work Plan	Recommend Agreement Groupings & Reporting Deliverables
-	Motion -> Second ->	Caleb Allred Paul Black	Kelly Blazey David Walker	Paul Black Tim Gardiner
Apex	Katie Schwing	Y	Y	Y
CAMPO	Chris Lukasina	Y	Y	Y
CAMPO	Ben Howell	Y	Y	Y
Cary	Mark MacDougal	Y	Y	Y
Cary	Kelly Blazey	Y	Y	Y
Fuquay-Varina	Allison Wylie	Y	Y	Y
Garner	Erin Joseph	Y	Y	Y
GoTriangle	Paul Black	Y	Nay	Y
GoTriangle	Jennifer Hayden	Y	Nay	Y
Holly Springs	Chris Garcia	Y	Y	Y
Knightdale		Y	Y	Y
Morrisville	Caleb Allred	Y	Y	Y
NC State University	Andrea Neri	Y	Y	Y
Raleigh	David Eatman	Y	Y	Y
Raleigh	David Walker	Y	Y	Y
Rolesville	Austin keeper	Y	Y	Y
RTP Foundation	Anne Calef	Y	Y	Y
Wake County	Tim Gardiner	Y	Y	Y
Wake County	Akul Nishawala	Y	Y	Y
Wake Forest	Emma Linn	Y	Y	Y
Wendell	Bryan Coats	Y	Y	Y
Zebulon	Cate Farrel	Y	Y	Y

TPAC Chair: David Eatman, City of Raleigh
Vice Chair: Kelly Blazey, Town of Cary