



## WAKE COUNTY TRANSIT PLAN Transit Planning Advisory Committee

TPAC Regular Monthly Meeting • August 29, 2024 • 9:30am-12:00pm

**Web Link:** <https://campo-nc.webex.com/campo-nc/j.php?MTID=m61e6a21f88a19cd5b0b07ddfa791cb92>

**Meeting Code:** 2534 872 6999 **Join by Phone:** 1-650-479-3208

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

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### 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](mailto: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 & B**

**Requested Action:** Adopt the June and July 2024 TPAC meeting minutes.

5. **Endorse the August-January Subcommittee Work Task Lists**  
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment C & D**

Twice each year, the TPAC's subcommittees develop a Work Task List that outlines the activities to be undertaken through the upcoming 6-month planning period. There are two active subcommittees: Program Development and Community Engagement. Drafting of both August 2024–January 2025 Work Task Lists began in May, subcommittee members reviewed the drafts in June and then voted unanimously to adopt the lists at their respective July meetings. The TPAC is asked to review and endorse the attached Task Lists.

**Requested Action:** Endorse the August-January Work Task List of the Program Development and Community Engagement Subcommittees.

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

**GO FORWARD**  
A COMMUNITY INVESTMENT IN TRANSIT

## PLANNING AND PROGRAMMING ITEMS

### 6. GoTriangle Financial Audit Findings Presentation

(Informational Item: Jackie Norell, Managing Director at Deloitte, 30 minutes)

The Deloitte team will provide an overview of the project they executed with the GoTriangle Budget & Finance team over the past few months. As part of the summary, Deloitte will highlight some of the high-priority enhancement recommendations they provided GoTriangle in their comprehensive insights report and provide an overview of next steps for GoTriangle.

**Requested Action:** Receive as information.

### 7. CAMPO Region Coordinated Public Transit Human Service Transportation Plan (CPT-HSTP)

(Information Item: Crystal Odom, CAMPO, 20 Minutes) **Attachment E**

The 2024 Update of the CAMPO region's Coordinated Public Transit-Human Service Transportation Plan nearing completion. This is a required planning document that once adopted and approved support our areas eligibility to receive specific federal FTA formula grant funds. The TPAC will receive a presentation focused on the recommendations resulting from the development process. As a funding partner for the project, Wake transit partners have been kept informed of the planning progress and are now invited to review and comment on the draft plan. The comment period will run through September 18, 2024, ending with a Public Hearing at 4:00pm as part of the CAMPO Executive board meeting.

View the draft plan and comment submission information online at: <https://www.campo-nc.us/programs-studies/transit/coordinated-human-services-transportation-plan>.

**Requested Action:** Receive as information. Contact [crystal.odum@campo-nc.us](mailto:crystal.odum@campo-nc.us) with any questions.

### 8. 2035 Wake Transit Plan Update Phase 1 Engagement Summary

(Information Item: Stephanie Plancich, CAMPO, 10 Minutes)

The Phase 1 engagement for the 2035 Wake Transit Plan update concluded on July 21<sup>st</sup>. The TPAC will receive an overview of the drafted engagement summary report including demographics of survey participants, what we heard from the community and stakeholders and how that feedback is being incorporated into the planning effort for Phase 2, funding scenario opportunities. Details about plans for Phase 2 engagement, planned to run from November 11-December 31, will be brought to the TPAC over the next few months.

**Requested Action:** Receive as information.

### 9. Agreement Schedule for POP Extensions and FY 2025 Work Plan Projects

(Information item: Paul Kingman, GoTriangle, 5 minutes)

TPAC members asked for a schedule update for executing agreements for Period of Performance (POP) extension requests and FY25 Wake Transit Work Plan projects approved by the governing boards at their respective August meetings. The current plan is to distribute agreement documents to project sponsors by

September 9<sup>th</sup>. Anyone with questions or concerns may contact Holly Stott, GoTriangle Associate General Counsel at [hstott@gotriangle.org](mailto:hstott@gotriangle.org).

**Requested Action:** Receive as information.

**10. FY 2024 Engagement & Communications After-Action Review Summary Report**  
(Information item: R Curtis Hayes, GoTriangle, 10 minutes) **Attachment F**

The Annual After-Action Review is a continuing/annual item on the Work Task List assigned to GoTriangle. GoTriangle staff will briefly review the FY24 After-Action Review that happened on Thursday, July 25, 2024. Staff will also highlight some next steps for the CE Subcommittee addressing feedback heard during the workshop, including updates to the Wake Transit Community Engagement Policy and the Wake Transit Communications Plan.

**Requested Action:** Receive as information.

**11. 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	Tuesday, Sept 24th 1:30-3:30pm	Thursday, Sept 26th 1:30-3:00pm

**12. Workgroup Updates**

- Fare Workgroup ([ssclossberg@gotriangle.org](mailto:ssclossberg@gotriangle.org))
  - Next Meeting: Sept 11<sup>th</sup> at 10am
- Technology Workgroup ([astanion@gotriangle.org](mailto:astanion@gotriangle.org))
  - Meets Bi-weekly on Thursday at 10am, Next Sept 8<sup>th</sup>
- Financial Policies Workgroup ([pkingman@gotriangle.org](mailto:pkingman@gotriangle.org))
- Baseline Funding Workgroup ([ben.howell@campo-nc.us](mailto:ben.howell@campo-nc.us))
- Safety & Security Workgroup ([ben.howell@campo-nc.us](mailto:ben.howell@campo-nc.us))

**13. Other Business**

- The TPAC's FY2025 Master Calendar has been posted to the Document Library: <https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-tpac/document-library>.
- FY25/Q2 Amendment requests were submitted by August 16<sup>th</sup>. The engagement period is set to begin on September 3<sup>rd</sup>. PD Subcommittee review will occur on September 24<sup>th</sup> and TPAC action will be requested in October.

**14. Adjourn**

Next meeting: September 19, 2024 - Includes FY26 Wake Transit Work Plan and CFA Program kick-off.