Wake County Transit Planning Advisory Committee

TPAC Regular Monthly Meeting • August 28, 2025 • 9:00am-12:00pm

https://campo-nc.webex.com/campo-nc/j.php?MTID=m3dda985bdba912aa6b84329974fbff41

Meeting Code: 2539 907 5747 **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.

MEETING MINUTES

1. **Welcome and Introductions** (Kelly Blazey, TPAC Chair)
Two introductions were made at this meeting. Apex welcomed a new Transit Planner, Chris Watson, and NC State welcomed Gabrielle Bubin, as their new Planner/TDM Coordinator.

TPAC Attendance & Voting Record		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/Cary	Kelly Blazey	1				Raleigh	Shavon Tucker			1	
Vice Chair/Apex	Katie Schwing	1				Raleigh	Andrew Miller			1	
Apex	Chris Watson		1			Raleigh	Tracy Chandler			1	
CAMPO	Shelby Powell	1				Raleigh	Taylor Cooleen				1
CAMPO	Ben Howell	1				RTF	Anne Calef		1		
CAMPO	Stephanie Plancich				1	Wake County	Tim Gardiner	1			
CAMPO	Steven Mott				1	Wake County	Akul Nishawala				1
CAMPO	Suvir Venkatesh				1	Wake Forest	Emma Linn	**1**			
CAMPO	Sarah Williams				1	Wendell					
Cary	Mark MacDougal		1			Zebulon	Cate Farrel	1			
Fuquay-Varina	Allyson Wylie		1								
Garner						**Online Guests**					
GoTriangle	Paul Black	1				Wake County	Nikki Abija				x
GoTriangle	Steven Schlossberg				1	Raleigh	Andrea Epstein				x
GoTriangle	Jason Hardin				1	Raleigh	Rachel Anderson				x
GoTriangle	Kelly Smith				1	Raleigh	Tierra Hobley				x
Holly Springs	Chris Garcia	1				Raleigh	Dawn Souza				x
Knightdale						Raleigh	Janice Copeland				x
Knightdale	Tucker Fulle				1	Garner	Erin Joseph				x
Morrisville	Bret Martin		1			Cary	Sheri Legans				x
NC State Univ.	Andrea Neri	1				Cary	Mark MacDougal				x
NC State Univ.	Gabielle Bubin				1	GoTriangle	Kim Johnson				x
Raleigh	David Walker	1				STV	Eric Lamb				x
Raliegh	Het Patel		1								

2. **Adjustments to the Agenda** (Kelly Blazey, TPAC Chair)
CAMPO requested to adjust item #8 from adoption of the CFA PMP to a recommendation for board adoption. The revised public review and adoption schedule will be presented as part of the item presentation. Approved.

3. **General Public or Agency Comment** (Kelly Blazey, TPAC Chair) **-** None

TPAC ADMINISTRATIVE ITEMS

4. **TPAC Meeting Minutes**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment A**

Motion to adopt the June TPAC meeting minutes made by Het Patel. Second by Paul Black. No comments. Passed.

5. **Update to the TPAC Member Designation Process**
(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes) **Attachment B**

Over the years, TPAC partners have asked about the requirement for the City/Town/County Manager or organization's President/CEO to formally designate TPAC primary and alternate voting members. This was discussed a few years ago. The process remained as is, but a form was drafted to help streamline the process. The question has continued to arise. In response, CAMPO staff reviewed the TPAC Bylaws which state that "Each member agency's representative(s) shall be by action of the designated authority…" and are recommending that this includes Department Directors who have the authority to assign staff on behalf of the agency. This language has been added to the designation form for TPAC approval.

Staff contact: Stephanie Plancich, stephanie.plancich@campo-nc.us
Motion to endorse the change in process to include Department Directors as eligible "designated authorities" for the purpose of designating and removing TPAC voting members made by Paul Black. Second by Andrea Neri. No comments. Passed.

1. **Wake Transit Agreements Update and New Tracking Database**
(Information Item: Kelley Smith and Steve Schlossberg, GoTriangle/TDA, 10 minutes)

GoTriangle is the keeper of Wake Transit agreement information. Staff track the status of each agreement throughout their lifecycle. To make this information more accessible to partner agencies and their staff, a new tracking database for active agreements has been created and posted to the Wake Transit SharePoint site. Kelley Smith, GoTriangle legal, is the contact for agreement execution-related questions and comments on the tracking database. Please make sure that you and those responsible for management of your agreements have access to the Wake Transit SharePoint site.

GoTriangle's Tax District Administration (TDA) staff maintains the funding balances on project agreements and updates a spreadsheet, also posted to the Wake Transit SharePoint site, on a quarterly basis. Paul Kingman and Steve Schlossberg are the contacts for questions about Wake Transit financial information.

Steve Schlossberg walked the TPAC through screenshots of the SharePoint site showing where partners can find the variety of agreement-related information available there. All agreements ever executed can be downloaded, and the new tracking spreadsheet will be updated by Kelley and the legal team as new information becomes available.

Kelley walked through the tracker screen in more details and noted that all requests for review were sent to partners on June 27th. Request for signatures will go out next week and hope is that all contracts will be adobe signed by end of September. If she is missing contact info, Kelley will reach out directly to the TPAC members and their finance offices.

Members are reminded that no funds can be requested or reimbursed without a signed contract agreement. GoTriangle staff will continue to work to streamline all of these processes. Members are encouraged to share thoughts and ideas. Contact the TDA team at taxdistrictadministration@gotriangle.org.

Staff contact: Kelley Smith, ksmith@gotriangle.org and Paul Kingman, pkingman@gotriangle.org
Received as information.

PLANNING AND PROGRAMMING ITEMS

6. **Adoption of the Wake Transit Microtransit Guidelines**
(Action item: Ben Howell, CAMPO, 10 minutes) **Attachment C**

The Wake Transit Microtransit Guidelines were developed through the work on the 2035 Wake Transit Plan. The Guidelines provide basic standards for microtransit service, whether funded through the Wake Transit Work Plan or the Community Funding Area Program. The Microtransit Guidelines were included in the Phase 3 Community Engagement period for the Transit Plan and have also been reviewed by the Transit Plan Core Technical Committee and TPAC. While there were no substantive comments on the Guidelines during the Community Engagement period, CTT and TPAC members submitted comments that resulted in some revisions to the Guidelines. Changes include changing the term “Optional” to “Encouraged” throughout the Guidelines, defining “late trip” and “missed trip” more clearly, and clarifying requirements for ADA Accessibility. These Guidelines are considered administrative in nature, so they only need to be approved by the TPAC. Staff are requesting the Wake Transit Microtransit Guidelines be approved by the TPAC. The Guidelines will also be included as an Appendix in the adopted Wake Transit Plan.

Changed “Optional” language in the guidelines to “Encouraged” in updated draft. So elements in the guidelines are either encouraged or required depending on funding source. Ben Howell noted that the guidelines have some suggested benchmarks for performance review but CFAP is

1. Bret Martin is concerned that language limits transfer of funds in section XX to Raleigh only. Town prefers language to be made broader to more clearly apply to additional operators. Ben noted that the language is broad, but we can make minor changes from i.e. to e.g. when referencing GoRaleigh in this instance.
2. Bret also expressed an issue with lack of clarity surrounding match requirement to other/connecting services. Required for Wake Funded but encouraged for CFA projects. Ben is open to TPAC decision to write in more prescriptive guidance, but the intent now to have some flexibility for how long the service runs. These are guidelines to be used when a microtransit services is being developed or updated, but there was desire to allow the provider some flexibility to Kelly Blazey does not want the highest span set as a requirement but is ok with the set minimum with option for TPAC to weigh in on additional service hour needs.
3. Suggests that language be updated to “
4. On the Fare policy on page 9, David Walker asked for some clarification. Section starts with encouraging fare free service, but then later it says fares are required, and must match the existing fare structure. Ben clarified that the operators have the choice. They can go fare free OR they can charge a fare. If they choose to charge, it should match with current fare structures in place. There is also an option to be fare free while during a pilot the program, but be clear that it is a pilot so there is not backlash if move to fares later.

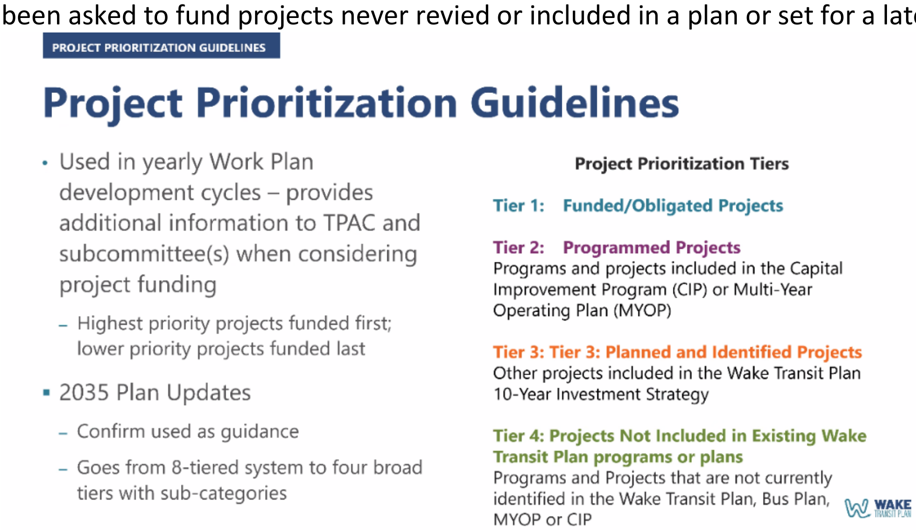
5. Bret noted that he had questions and wanted clarification on certain terms in the Guidelines including "desired", "missed trips", etc. He acknowledged that Ben's emailed response did define and answer his questions. Bret asked for ben to include Ben's explanation in the document.
6. Emma Lynn asked for clarification of when the guidelines will be used. Ben confirmed that these guidelines should be used when a new service is being developed or an existing services is being modified/evaluated. Reporting and other CFA Program requirements will still be managed by the CFA Program guiding materials.

Staff contact: Ben Howell, ben.howell@campo-nc.us
Motion to approve the Wake Transit Microtransit Guidelines with the addition of the language adjustments discussed today made by Tim Gardiner. Second by Paul Black. No additional Comments. Passed.

7. Adoption of the Wake Transit Project Prioritization Guidelines
(Action item: Ben Howell, CAMPO, 10 minutes) **Attachment D**

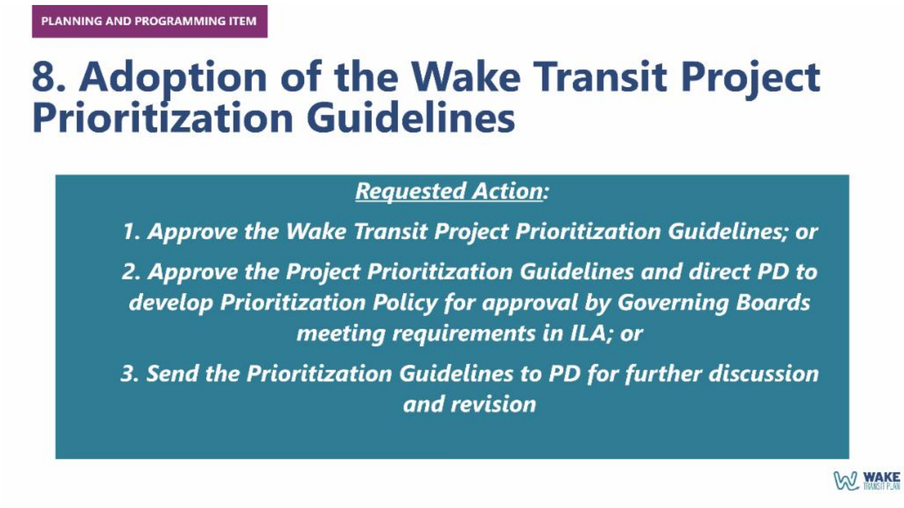
The Wake Transit Project Prioritization Guidelines were updated and simplified through the work on the 2035 Wake Transit Plan. The Guidelines provide 4 tiers for project and program prioritization, to be used during the annual Work Plan development cycle. The Prioritization Guidelines were included in the Phase 3 Community Engagement period for the Transit Plan and have also been reviewed by the Transit Plan Core Technical Committee and TPAC. While there were no substantive comments on the Guidelines during the Community Engagement period, CTT and TPAC members submitted comments that resulted in some revisions to the Guidelines. Changes include clarifying how the Guidelines are intended to be used and the four prioritization tiers. These Guidelines are considered administrative in nature, so they only need to be approved by the TPAC. Staff are requesting the Wake Transit Project Prioritization Guidelines be approved by the TPAC. The Guidelines will also be included as an Appendix in the adopted Wake Transit Plan.

Ben provided an overview of the development process and walked through how the 4 Tier guidelines would be used during Work Plan development and planning discussions. He noted that in recent years, TPAC has been asked to fund projects never revied or included in a plan or set for a later year.



Staff received a comment questioning how the proposed guidelines meet the ILA requirement that they guide development of the multi-year investment plans and not just the annual Work Plan. Ben offered three action options for the TPAC to consider and

Bret commented that he can't make heads or tails of the tiers; what they mean and how they will be applied in real life. Adding some narrative on what the tiers mean and including some examples of how projects would be considered using the new tier system. He also expressed concern that remaining fund balance for projects doesn't appear to be accounted for. There is a Bus Service Prioritization Policy from the last Bus Plan update that is not referenced in this draft policy.



Bret recommends taking the draft back and reworking it to meet the ILA requirements in one document and to add clarity.

Tim Gardiner does not agree that we have an ILA issue. That our processes and the new Wake Transit Plan guide multi-year investment prioritization. We went through a very involved process to develop a community approved prioritized investment strategy. The development team took a very pragmatic approach to past budget insecurity and shortfall. If we run into a shortage situation again this document provides a needed framework for budget prioritization. He agreed that there is opportunity to improve the readability and usability of the draft policy.

Bret responded that there has never been a fully fleshed out policy. Even the 2021 update was more guidance than a driving policy. This may be a good time to develop the more complex document.

Paul Black added that he doesn't understand why Tier 3 and 4 exist. He commented that if a project is not in a plan, it wouldn't be funded until a plan is amended.

Kelly noted that her understanding was that the lower tiers were meant to offer guidance for when funds are requested for projects not previously evaluated and included in a plan. The lower tiers/Tier 4 is important.

Het asked how often the policy/guidelines would be revisited. Ben responded that they are evaluated for needed adjustments with each Wake Transit Plan update, but if something is not working and must be changed through amendment, we have a process in place to do that.

Tim suggested this go back to PD for additional discussion to provide more clarity for the situations that the guidance will apply to. For example, funding request evaluation, in times of budget shortfall, how it is related to the ILA, Bus Plan prioritization, etc.

Staff contact: Ben Howell, ben.howell@campo-nc.us
Motion to send the Wake Transit Project Prioritization Guidelines back to the PD Subcommittee for further discussion (noting that he does not believe that there is an ILA issue) made by Tim Gardiner. Second by Bret Martin. No additional comments. Passed.

8. Adoption of the Community Funding Area Program Management Plan
(Action item: Ben Howell, CAMPO, 10 minutes) **Attachment E**

The Wake Transit Community Funding Area Program Management Plan (CFA PMP) was updated through the work on the 2035 Wake Transit Plan. The CFA PMP outlines how the Community Funding Area (CFA) Program is structured, the application process, and performance metrics and reviews for CFA projects. The PMP was updated to include new funding and a lower local match for applicants. The CFA PMP was included in the Phase 3 Community Engagement period for the Transit Plan and has also been reviewed by the Transit Plan Core Technical Committee and TPAC. While there were no substantive comments on the Guidelines during the Community Engagement period, CTT and TPAC members submitted comments that resulted in some minor revisions/clarifications to the CFA PMP. Changes include clarifying partners that are eligible to apply for projects and the scoring criteria for operating and capital projects. The PMP is considered administrative in nature, so it only needs to be approved by the TPAC. Staff are requesting the Wake Transit Community Funding Area Program Management Plan be approved by the TPAC so that it can be used for the FY2 2027 application cycle. The CFA PMP will also be included as an Appendix in the adopted Wake Transit Plan.

Tim asked how separated this document and adoption process can be from the 2035 Wake Transit Plan adoption process. Ben responded that the adoption processes can be separate, but the goal is the get them both adopted in time for the CFAPMP updates to be incorporated into the FY27 Work Plan.

Steve asked how this applies to Wake County and protects against supplantation. The TDA concern is that Wake County could supplant some funds with their new eligibility. Tim responded that he does not believe the county is subject to supplantation because they were not spending any local money pre-Wake Transit, but will double check that. Bret and Tim clarified that pre-Wake Transit the county was providing transit services but was not using any local funding to do it. Outside funding sources are generally not subject to the supplantation clause, but the county did have revenue hours calculated pre-Wake Transit that from the service perspective have been maintained and grown.

Steve next expressed concern with Wake County becoming an eligible CFAP participant. Ben responded that adding them was a direct request of several partners so that Wake County can partner with other CFA program communities to provide and manage services. It came up initially with the redevelopment of the NE SmartRide service. Technically, Wake County could not be a named as a partner of that service under current guidance. As a CFAP recipient in the future they would be responsible for the 35% match for the unincorporated portions of the county included by the service the same way local municipalities will be of the areas covered within their boundaries. These projects would be separate from the Main Wake budget and current funding activities.

Paul Black commented that GoTriangle sees the proposed changes to the CFAPMP as a positive. They believe it will help bridge service gaps until fixed-route service can be provided to more rural areas. And that operating and capital projects have more funding, and affordable match to start building the future ridership base.

Bret asked about the section on scope variations. He noted that having this guidance is important, but the language “miles” term leans toward fixed-route providers but most CFAP services are demand response. He suggests that section be edited to say Miles or Hours for fixed-route services and just Hours for demand responses type services to be clear on what must be tracked a reported. Another concern is about the 10% major variation threshold for miles or hours change triggering an agreement amendment.
Ben responded that the language of Miles or Hours was intended to offer that flexibility for different services. If there are no miles or it’s not appropriate, then the Hours standard would apply. He conceded that more clarity can be added and clarified to be “revenue miles” and “revenue hours”.

Katie suggests removing the option of Miles all together since Revenue Hours has the most impact on budget and miles is more reflective of service changes or unforeseen impacts. Ben followed up stating that there re two separate sections. One is for budget adjustments, and the other is for scope changes. The section referred to right now is focused on scope changes. He provided an example of Apex Route 1 changing its service area, but for the same money. If that scope change is more then 10% of the miles currently served or if the revenue hours shift by 10% or more it would trigger this amendment process even though the budget has not been altered or altered much.

Kelly asked if this is consistent with what fixed-route providers do when the budget doesn't change but they adjust their routes to better serve the community. Ben confirmed it was.

Ben stated that it is an option to remove the scope section if the TPAC chooses. Kelly, Katie and Bret all disagreed with this as an option, stating that we do need guidance for reporting scope variances. They agree that it is important to address scope variations in the policy but the trigger should be clarified for fixed-route and other services. Miles don't matter to on-demand services, so the language should be adjusted to remove that as a trigger for those types of services. Operating or service hours should be changed to Revenue hours and Route miles can be changed to fixed-route alignment miles.

Tim asked about using geofence area miles as the on-demand measure. Ben liked that option and will look into it further.

Steve asked how CFAP projects are reviewed when they are not included in the PP&E review. Ben reminded the TPAC that CFA projects are revied 2x per year and these performance metrics are part of that evaluation and discussion. Steve asked then how changes would be brought to the TPAC. Ben replied that that is what this discussion has been about. They are finalizing when and how budget and scope changes would be brought forth as a Work Plan amendment.

Stephanie asked if it makes sense to align the CFAP thresholds with the federally approved Major/Minor Change Policy thresholds providers already have to develop, submit, and abide by? Kelly noted that their major change threshold is 25%, not 10%. Bret confirmed it is typically 25% or greater nationwide. In that policy, it is clearly stated what level of engagement is required for proposed changes. It protects us from Title VI complaints and other concerns. It makes sense to see what is already being done and align these requirements with those.
Ben responded that budget or service changes above 10% would already be taken to TPAC for the Work Plan amendment process. The tie is back to our Amendment Policy not so much service change policies, but that can be considered or added. For CFA program projects it seems to make sense to keep the lower, more stringent threshold to highlight changes quicker.

Staff contact: Ben Howell, ben.howell@campo-nc.us
Motion to table the review and recommend the CFA Program Management Plan action to the September meeting made by Bret Martin. Second by David Walker. No additional comments. Passed.

9. Recommendation and Release of the 2035 Wake Transit Plan
(Action item: Ben Howell & Stephanie Plancich, CAMPO, 30 minutes) **Attachment F, G, H and I**

In June, the TPAC received a comprehensive overview of the 2035 Wake Transit Plan document, Attachment F. Staff has updated the Recommended Plan document based on feedback from TPAC members. Changes include modifying the language in the Plan and updating some of the Four Big Moves maps to clearly state that the proposed I-40 BRT will be evaluated through a Major Investment Study with the proposed Cary BRT along Harrison Avenue and Kildaire Farm Road to determine which corridor will move into implementation/development first. There were also updates to clarify that the Vehicle Rental Tax revenue, while included in the financial assumptions in the Plan, is still under discussion by the Wake Transit Conference Committee, and an amendment to the Plan will be required to be approved by the Governing Boards in order to change the revenue assumptions. GoTriangle has submitted a comment letter, which has been attached as Attachment G for TPAC information.

On September 5th, CAMPO staff will launch a combined review and comment period that includes the 2035 Wake Transit Plan, the Operations Security Funding Policy, and any 2nd quarter Wake Transit Work Plan amendment requests. With the lead agency for engagement and communications shifting, this outreach effort will look different than in past years. Stephanie Plancich is the new point of contact for Wake Transit engagement. She has created a Wake Transit Public Notices web page, https://publicinput.com/wtnotices, that links partners and community members to active engagement information. Each project going out for September review has its own information page with links to review draft materials and to submit feedback. In addition to this new web platform Attachment H, public notice will be shared via CAMPO and partner social media sites, through print materials like the Wake Transit Plan general flyer, Attachment I.

Ben Howell provided an overview of the updated investment plan and project maps.

Connect the Region, DNA map, was updated to include Wake Forest and Apex since they may possible see funding to support regional rails service. $250m was set aside for rail projects through 2035. Identifying what and where we will invest is being looked at through the Regional Rail study and may require additional study.

Looking at the Connect all Communities map, there were some questions about the funded multimodal hubs. He noted that the definition, design details and location of the 5 proposed multimodal hubs will be defined through the Bus Plan update process. Dotted lines here are potential routes. What routes fit in 2035 and a schedule for them will be developed with the Bus Plan.

The Frequent, Reliable Urban Mobility map shows two dotted BRT lines: Harrison Ave and I-40 corridors. The funding included in the 2035 Wake Transit Plan is based on estimated for the I-40 build out but there are still questions about whether it should be built before or after Harrison Ave. We can only afford one of them in the 10-year budget, so an MIS evaluating both options will be conducted to clarify which comes first. Another major highlight of this big move is expanding frequent service miles from 109 to 304.

The Enhanced Access map was not updated, but investments have been updated. There is at least $3 million per year budgeted for bus stop, sidewalk and crosswalk improvements, funding for CFAP was tripled, and the construction of up to 5 multimodal hubs.

Ben walked through the planned investment highlights, updated metrics and goals for the program and summarized the Phase 1-3 engagement summary report.

Stephanie presented the Phase 4 engagement strategy, introduced the new Wake Transit web plan and discussed decommissioning the GoForward brand. Kelly Blazey suggested, and other members concurred, that our main URL be WakeTransit.org, but CAMPO will secure .net and .com as well. All three URLs will point to the main domain housed on PublicInput for now. Het tested the URL and noted that it still took him to the old Wake Transit blog page. Stephanie stated that she was working with GoTriangle staff, PublicInput and GoDaddy to make sure that all of the correct redirects to the new Wake Transit webpages would be in place before Sept 5th.

Partners request additional work be done on the Draft Plan. Some did not see comments addressed and have not had a discussion on why. They are asking for a comment matrix to see how their feedback was considered. Bret's comments were made in the PDF instead of in the spreadsheet so they will take more time to respond to.

Kelly asked Stephanie if delaying TPAC action a month would impact the overarching schedule. The public review must go out in September as planned, Stephanie and Ben confirmed that the TPAC's recommendation could be held a month so CAMPO has time to share the comment matrix and distribute a revised draft based on comments received today. Stephanie suggested a special meeting be called, if needed, to address lingering questions and comments about the draft. Paul Black stated that pushing the vote to recommend the Plan out a month better aligns with his Board's schedule and review plan as well. Stephanie confirmed that if TPAC votes to recommend on October 23rd, it will go to GoTriangle's A&G subcommittee on Nov. 5, TCC on Nov. 6, then the Boards will consider adoption on Nov. 19.

Bret concurred with idea of Plan recommendation being held a month so we can tell the story behind the Plan better, and he reiterated that the Town agrees with the components and planned investment strategy.

Ben responded that the Plan has been in development for over 18 months and has gone through multiple rounds of review with the plan development teams and the TPAC. If recommendation of the Plan is pushed to September or October, staff need very specific comments/feedback to address and bring back for discussion. Special meeting, if needed, will be held after TPAC's regular agenda on September 18th.

Staff contact: Stephanie and Ben, stephanie.plancich@campo-nc.us and ben.howell@campo-nc.us.
Motion to release the draft 2035 Wake Transit Plan for Phase 4 public review but hold the TPAC's recommendation until October was made by Paul Black. Second by Het Patel. No more comments. Passed.

Motion to endorse the joint lead agency recommendation to dissolve GoForward in favor of each regional transit plan's staff team managing their own public websites made by Bret Martin. Second by Chris Garcia. No comments. Passed.

10. FY 2027 Wake Transit Work Plan Development Kickoff
(Information item: Steven Mott & Stephanie Plancich, CAMPO & Steve Schlossberg, TDA, 40 minutes)
Attachment J, K & L

Staff from CAMPO and GoTriangle TDA, the lead agencies responsible for leading development of all components of annual Wake Transit Work Plans, will kick off the FY27 development process at the TPAC's August meeting. The kickoff presentation will include the Work Plan development schedule, updated instructions for submitting project funding request forms, logistics for project funding reviews by TPAC subcommittees, the Engagement Plan as well as the preliminary revenue and expenditure assumptions anticipated for FY27 operating and capital projects.

The funding request form has been modified and separated into two funding request forms: one for operating funding requests and one for capital funding requests. The funding requests forms are also available on the Wake Transit SharePoint where the forms should be submitted. The window for submitting applications opens today and runs through September 26th. Office hours will occur on Wake Transit Work Plan funding requests for partners to discuss any questions on their funding requests the week of September 15 with CAMPO staff.

The FY27 Work Plan development schedule has been uploaded to the Google Calendar available here, linked in the document library, and embedded on the Work Plan webpage to provide ease of access for the Wake Transit partner agencies and allowing unified updates for staff. The calendar details some important improvements to the FY27 Work Plan Development process including a new PD Subcommittee Work Session (in-person) to take place on October 28th from 1pm-5pm. This work session will provide time for funding request applicants to present their funding requests in detail and provide the PD Subcommittee opportunity for question and answer. The schedule also sets target dates for conducting public outreach in support of the Plan adoption process. The draft review period will run from March 2nd – April 3rd, 2026 followed by the recommended review period from May 6th – 20th, 2026.

FY26 WAKE TRANSIT WORK PLAN KICKOFF

Key Dates – Development

ACTION	DATE
Kickoff	August 28, 2025
Work Plan Funding Requests Due	September 26, 2025
Special PD Subcommittee Work Plan Work Session	October 28, 2025
Distribute Complete Draft Work Plan to TPAC	January 22, 2026
TPAC Reviews Engagement Materials & Considers Releasing Draft for Public Review	February 26, 2026
30-Day Draft Work Plan Comment Period Begins	March 3, 2026
Updated/Modified Funding Requests Due for Recommended Work Plan	March 6, 2026
Program Development Subcommittee Discussion on Changes to Draft Work Plan	March 31, 2026

Steven Mott kicked of the discussion by reviewing the Work Plan Development Calendar. He noted that a digital version is posted in the document library and on the Work Plan webpage.

Next, he explained that there are two funding request forms this year and walked members through the changes and separate elements for the Capital and Operation Forms.

Steve Schlossberg provided an overview of revenue assumptions available to date. He noted that GoTriangle is working with ITRE team at NC State University to develop better long-range financial assumptions. He expects to have initial results to share with PD/TPAC later this fall. It should be available to inform the FY27 Work Plan. The total revenue estimate of $256.2 million is primarily funded by sales tax estimate of $159.8 million for allocation in FY27. Then he shared projected revenues in the current financial model.

FY27 MODELED Tax District Revenues			
Local			
½ Cent Local Option Sales Tax	$	149,350	
Vehicle Rental Tax *		TBD	
$7.00 Vehicle Registration Tax		7,334	
$3.00 Vehicle Registration Tax		3,138	
Subtotal Local Taxes:	**$**	**159,822**	
Federal		4,085	
State		19,552	Western & Southern BRT Extension
Farebox		4,453	
Debt Proceeds		68,243	Not Anticipated
Prior Year Funds (Capital Liquidity)		-	
Subtotal Other Taxes:	**$**	**96,333**	
Total FY 2027 Modeled Sources	**$**	**256,155**	

*Discussions pertaining to the Vehicle Rental Tax continue in FY26

Bret Martin clarified that the $2 million expected from outside funds, is labeled as LAPP, but could include other sources. He also asked if the new forms are going to now collect data on revenue hours. Steven Mott confirmed, yes.

Het asked how project sponsors should report a shift of year for a project. Response is that there is a form to report it in the base budget folder

FY27 MODELED Tax District Operating Expenditures			
Bus Operations	$	63,692	FY26 Adopted - $53.3M
Bus Rapid Transit		-	
Community Funding Areas		3,489	FY26 Adopted - $3.0M
Transit Plan/Tax District Administration		7,884	FY26 Adopted - $7.8M
Other Operating		855	
Allocation to Operating Reserves		-	
Total FY 2027 Modeled Operating	**$**	**75,920**	

- - Bus Operations includes Fixed Route / ADA / Maintenance of Facilities, etc.
- - Community Funding Area excludes FY27 Reserve Funds

FY 2027 Modeled Tax District Capital Expenditures			
Programmed Projects			
Maintenance Facility	$	14,000	
Transit Center/Transfer Point Improvements		66,682	Downtown Cary Multimodal Transit Facility ($60M)
Park-and-Ride Improvements		-	
Bus Stop Improvements		2,542	
Total Bus Infrastructure	*$*	*83,224*	
Bus Rapid Transit	$	60,751	Wake BRT: Western & BRT Extensions
Bus Acquisition		10,231	
Total Projects Modeled	*$*	*154,207*	
Allocation to Fund Balance / Excess Liquidity		14,396	
Cost of Issuance, DSFR, Debt Service		11,631	
Total Capital	**$**	**180,234**	

Transit Center/Transfer Point Improvements: include RUSBus $(2.2M) STIP Payment offset

To wrap up this item, Stephanie reviewed the general Level 1 Engagement Plan for the FY27 Work Plan and reviewed the schedule of activities.

Bret asked Stephanie to clarify how partner feedback and updated/added requests fall into the public comment process. Stephanie explained that the partner deadline for updated funding requests is near the end of the draft review period for the public. CAMPO staff will consider all feedback and will incorporate changes into the updated plan for TPAC review and recommendation in May.

Staff Contact: Steven Mott, steven.mott@campo-nc.us
Received as information.

11. Operations Security Funding Policy Draft for review
(Information Item: Steven Mott, CAMPO, 10 minutes) **Attachment M**

A Safety & Security Workgroup was convened in January 2024 in order to create a policy to guide the funding of safety and security projects with Wake Transit funds. The policy has been developed and is currently undergoing review and a request for recommendation to the TPAC from the PD Subcommittee will be pursued at their August 28 meeting.

Staff will provide an overview of the Operations Security Funding Policy, including the funding and match mechanism outlined and what funding is allowed within the policy. Action from this body will be requested at the September TPAC meeting, and, if approved, would provide funding for relevant projects approved in the FY 2027 Wake Transit Work Plan.

Item presentation removed for time – Full presentation and discussion will take place at PD starting at 1:30pm later today. PD will be taking action to recommend the policy to TPAC. Engagement will still start on Sept 5th and it will come back to TPAC for action in October.

Staff contact: Steven Mott, steven.mott@campo-nc.us
Requested Action: Presentation pushed to PD and TPAC in October.

12. Project Overview: BRT Extensions Concept of Operations Study and Wake Transit Staffing Model and Expectations Plan (Information item: Ben Howell, CAMPO, 10 minutes)

The purpose of the BRT Extensions Concept of Operations Study, funded by Wake Transit and 6 partner agencies (RTA, RTF, Town of Morrisville, Town of Cary, City of Raleigh, Town of Clayton), is to evaluate service options and design of the two BRT Extension corridors, identify the project sponsor(s), and finalize operation and capital implementation plans for the corridors so that engineering and design work can begin.

The Wake Transit Staffing Model and Staffing Expectations Plan will consist of three parts:
(1) an Analysis of existing positions funded (wholly or partially) with Wake Transit funds among all agencies,
(2) an Analysis of future staffing needs based on continued expansion and implementation of the Wake Transit Plan in Wake County, and
(3) a recommendation for Performance Metrics that can be used to evaluate new staffing requests and ongoing staffing levels.

Both the BRT Extensions Concept of Operations Study and the Wake Transit Staffing Model and Expectations Plan have held initial kick-off meetings and are expected to be completed by the end of FY 2026. Staff will provide a brief overview of the scopes and timelines for both projects.

Item presentation removed – Ben Howell noted that there are two slides, one for each project, in the posted slide deck for this meeting. The slides provide an overview of the purpose and schedule for the projects. If anyone has questions, they can reach out to him directly.

Stephanie noted for the group that a question had been asked about the staffing study and how it would inform the engagement lead agency work. CAMPO has decided to wait to see the recommendations of the study to determine what staff resources may be needed and then to decide how to meet the need. The intent is to have initial recommendations early in 2026 so that recommendations from the study can be included in the FY27 Work Plan.

Staff contact: Ben Howell, ben.howell@campo-nc.us
Requested Action: Receive as information.

13. TPAC Subcommittee Update

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	Election to be held 8/28/25	Tim Gardiner, Wake County
Vice Chair	Tracy Chandler, City of Raleigh	Andrew Miller, City of Raleigh
Next Meeting	* Thurs. 8/28 1:30-3:30pm	August meeting is cancelled

* = Alternative Meeting Schedule

- Tracy Chandler reminded members that PD starts at 1:30pm. It is a virtual meeting but rooms at CAMPO are available if anyone would like to stay on site to attend. The election of a new PD Chair is on the agenda.
- Tim Gardiner acknowledged the CE is being impacted by the lead agency shift. Staff are taking a look at task priorities and expect to call meetings when there is action to be done.

14. Workgroup Updates

- Financial Policies Workgroup (pkingman@gotriangle.org) - TBD
- Fare Workgroup (sschlossberg@gotriangle.org) - September 2025
- Technology Workgroup (astanion@gotriangle.org) – Bi-Weekly on Thursdays
- Baseline Funding Workgroup (ben.howell@campo-nc.us) – Fall 2025

15. Lead Agency Updates and Other Business

- CAMPO's Wake Transit team has a new general email address: WakeTransit@campo-nc.us
- GoTriangle staff plan to present draft materials for the Regional Transit Technology Plan to TPAC in September and run a comment period through October 5th.
- GoTriangle presented the FY24 ACFR to their board and are now working with TDA to present the information to TPAC in September.
- **Any other news or business to share?**

16. Adjourn

Next Meeting: Thursday, September 18, 2025, 9:00am

Agenda Development Schedule:	
9/1	TPAC Agenda Request email sent out by September 5th.
9/9	Agenda item information and all attachments emailed
9/11	TPAC agenda packet is posted online
9/15	All presentation slides emailed (widescreen PPT)