

GO FORWARD

A COMMUNITY INVESTMENT IN TRANSIT
WAKE COUNTY

Wake Transit Plan

Transit Planning Advisory Committee (TPAC)
Regular Meeting
October 10, 2018 – 9:30 AM – 12:00 PM
Raleigh Municipal Building, Room 305

*NOTICE: If you are not a voting representative of a TPAC member agency, please use seating along the walls behind the table. If you desire to speak on anything that is not part of the agenda, you may do so during **Item III** on the agenda and **MUST** sign in on the General Public or Agency Speaks Out Sign-In Sheet outside the board room. If you desire to speak on anything on the current agenda, you must be recognized by the TPAC Chair or an official TPAC voting member or alternate.*

I. **Welcome and Introductions** – (Chip Russell, TPAC Chair)

II. **Adjustments to the Agenda** – (Chip Russell, TPAC Chair)

III. **General Public or Agency Speaks Out** – (Chip Russell, TPAC Chair – 5 minutes)

Limited to three (3) minutes per speaker. Speakers must sign in to speak before the start of the meeting.

IV. **Meeting Summary/Minutes from September 19, 2018 Regular Meeting** - (Action Item - Chip Russell, TPAC Chair – 5 minutes) – **Attachment A**

V. **FY 19 Work Plan, 2nd Quarter Amendments** – (Discussion/Action Item – Bret Martin, Chair, CAMPO Staff, 10 minutes) - **Attachment B**

Two (2) FY 2019 Wake Transit Work Plan amendment requests were submitted for the 2nd quarter of the fiscal year. Per the Wake Transit Work Plan Amendment Policy, the TPAC Budget & Finance and Planning & Prioritization Subcommittees are tasked with jointly reviewing the quarterly Work Plan draft amendment list and amendment request forms when a Major Amendment request is submitted. The subcommittees consider appropriateness of changes in scope and, if applicable, financial choices and trade-offs associated with proposed amendments, creating a disposition for TPAC consideration. While a Major Amendment is not being considered by the TPAC at this time, a Major Amendment was originally requested by GoTriangle that triggered the need for a joint subcommittee review meeting. The Major Amendment was withdrawn by GoTriangle on October 2, 2018. The list of amendments submitted, along with the joint subcommittee disposition and voting records are found in **Attachment B**.

Two (2) Amendments were submitted:

- Major Amendment – Youth GoPass Program (TO005-L) – WITHDRAWN BY APPLICANT
- Minor Amendment – Future Fixed Guideway Alternatives Refinement BRT (TC005-A)

Requested Action: Consider recommending approval of the FY 2019 Wake Transit Work Plan, 2nd Quarter Amendment to the Wake Transit governing boards.

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VI. Community Funding Area Program Management Plan - (Discussion/Action Item – Bret Martin, CAMPO Staff, 25 minutes) – Attachment C

The Community Funding Area (CFA) Program provides all CFA-eligible municipalities and organizations with an opportunity to leverage matching funds for local public transportation planning, operating and/or capital projects. The CFA Program Management Plan Core Technical Team (CTT) and CFA-eligible organizations have met multiple times through CTT meetings and special work sessions to develop the program management plan that will govern the CFA program, as well as to lay out expectations for how the program should serve them throughout Wake Transit implementation efforts. Staff will provide an overview of the CTT-recommended CFA Program Management Plan and will present next steps for the program. The final draft of the CTT-recommended CFA program management plan is provided as **Attachment C**.

Requested Action: Consider recommending approval of the CTT-recommended Community Funding Area Program Management Plan to the Wake Transit governing boards.

VII. Wake Bus Plan Update – (Information/Discussion Item – Mary Kate Morookian, GoTriangle Staff, 5 minutes) – Attachment D1-3

The Wake Bus Plan has completed its third round of public outreach since the start of the study. Project Manager, Mary Kate Morookian, will present a brief overview of the current progress of the Wake Bus Plan. After this update, Ms. Morookian and the Plan project management team/coordinating technical team are seeking final input from TPAC members and stakeholders on the following outstanding deliverables:

- 10-Year Bus Operating and Capital Plans
- Facility Maintenance Assessment
- Short Range Plans

Requested Action: Receive as information. Review documents referenced by Ms. Morookian and provide comments/questions by October 26, 2018.

VIII. Wake Transit Public Engagement Policy - (Information/Discussion Item – Bonnie Parker, CAMPO Staff, 15 minutes)

Investing in high-quality, meaningful, public engagement from the beginning of projects through to their completion will be paramount to the success of public transportation investments in the Wake County Community. The Public Engagement Policy is designed to provide a high-level overview of what the public can expect from public engagement activities associated with the implementation of the Wake Transit Plan, while retaining flexibility in the way individual project teams and agencies carry out their work. The current draft of the Wake Transit Public Engagement Policy is being reviewed by the Core Technical Team. They have been asked to submit comments by Wednesday, October 10 so that a final draft can be developed for TPAC's next meeting, on October 23rd.

Requested Action: Receive as information

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IX. Subcommittee Chair Reports – (*Information Item – Chip Russell, TPAC Chair – 10 minutes*)

- a. Budget and Finance
- b. Planning and Prioritization
- c. Process
- d. Public Engagement and Communications

X. Other Business – (*Information Item – Chip Russell, TPAC Chair - 5 minutes*)

- a. New Business
- b. TPAC Member Discussion
- c. Next Steps

XI. On-Call Transit Planning Services Task Status Updates – (*These items are provided as written updates to provide the TPAC with updates on project progress. If there is any point you would like to discuss, please bring it to the attention of the Chair during ‘Other Business – TPAC Member Discussion’ – Attachment E (Available at the Meeting and posted to TPAC website after meeting)*)

- a. Public Engagement Policy – (*Bonnie Parker, CAMPO Staff*)
- b. Community Funding Area Program Management Plan – (*Shelby Powell, CAMPO Staff*)
- c. Multi-Year Bus Service Implementation Plan – (*Mary Kate Morookian, GoTriangle Staff; Bret Martin, CAMPO Staff*)
- d. Transit Corridors Major Investment Study – (*Patrick McDonough, GoTriangle Staff; Bret Martin, CAMPO Staff*)
- e. Transit Customer Surveys – (*Juan Carlos Erickson, GoTriangle*)

XII. Adjourn

Upcoming Items to Note at October Special TPAC Meeting (10/23/18)*

- Major Investment Study (MIS) – Action on BRT Deliverables:
 - Initial BRT Alternatives Report & Ridership & Operating and Maintenance Costs Memo
 - Modified BRT Alternatives & Risk Assessment
 - BRT Project Sponsor Designation
- Public Engagement Policy - Action

**Please be advised this list may or may not include all items for information/discussion/action.*