

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Meeting • October 14, 2020 • 9:30am-11:30am

WebEx Meeting Information:

Meeting Link: <https://cormp.webex.com/cormp/j.php?MTID=m028e300b9f95a9827bd4c95f54e6a46d>

Meeting #-Call-in Code: 160 834 7039

Call in Number: 1-650-479-3208

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AGENDA

I. **Welcome and Introductions** (Shannon Cox, TPAC Chair)

II. **Adjustments to the Agenda** (Shannon Cox, TPAC Chair)

III. **General Public or Agency Comment** (Shannon Cox, TPAC Chair)

Commenters will be allotted three (3) minutes during the scheduled TPAC meeting. Commenters may also email questions and feedback to bret.martin@campo-nc.us in advance of the meeting. Comments received before 9:00am on October 14th will be summarized during the meeting and attached to the final meeting minutes.

TPAC ADMINISTRATIVE ITEMS

IV. **Meeting Minutes**
(**Action Item:** Shannon Cox, TPAC Chair, 5 minutes) **Attachments A & B**

Requested Action: Consider approval of the August 12, 2020 and September 9, 2020 draft TPAC meeting minutes.

V. **Budget & Finance (B&F) Subcommittee – Vice Chair Nomination**
(**Action Item:** Stephanie Plancich, TPAC Administrator, 5 minutes)

In accordance with the TPAC Subcommittee Operating Guidelines, Stephanie Plancich, TPAC Administrator, is coordinating the election process for a vacant Vice Chair position with the Budget & Finance (B&F) Subcommittee. At the August B&F Subcommittee meeting, nominations opened. Shavon Tucker, from the City of Raleigh, was nominated by members of the subcommittee.

On September 25th, Stephanie received notice from the City Manager's Office that Shavon was being designated as a TPAC alternate member. This designation assured her eligibility to hold a leadership position with the B&F Subcommittee. At a joint meeting on September 29th, Stephanie asked for any additional nominations. None were put forth. The Budget and Finance Subcommittee members in attendance voted unanimously to elect Shavon as their new Vice Chair.

Requested Action: Consider confirmation of Shavon Tucker as the elected Budget & Finance Subcommittee Vice Chair for the remainder of the 2020 term.

VI. Assignment of Task to Establish Rules for Wake Transit's Involvement in Real Estate Interests to Subcommittees and Lead Agencies

(Action Item: Stephanie Plancich, TPAC Administrator, 10 minutes) **Attachment C**

Through the TPAC's recent consideration of a Wake Transit Work Plan amendment request, it was made apparent that no guidelines, rules, or other such parameters that address Wake Transit's involvement in real estate interests have been established by either the TPAC or the Wake Transit governing boards. While many issues involving Wake Transit real estate interests have been discussed by the TPAC and its subcommittees, the most notable need identified is the establishment of rules for how sales proceeds from the disposal of Wake Transit-funded real property assets will be handled in the event those assets are not used and need to be sold.

At its September regular meeting, the TPAC expressed that the development of these rules is a priority. To meet this expectation, it is recommended that the task be assigned to the Planning & Prioritization Subcommittee by adding it to the subcommittee's August-January work task list and that CAMPO be endorsed as the lead agency responsible for staffing the subcommittee's development of recommendations for applicable rules.

Requested Action: Consider assigning a task to the Planning & Prioritization Subcommittee, by adding it to the subcommittee's August-January work task list, to establish rules for Wake Transit's involvement in real estate interests, with CAMPO serving as the lead agency for the subcommittee's development of recommendations for any applicable rules.

PLANNING AND PROGRAMMING ITEMS

VII. FY 21 Wake Transit Work Plan 1st Quarter Amendment Request

(Action Item: Bret Martin, CAMPO, 15 minutes) **Attachment D**

One (1) FY21 Wake Transit Work Plan amendment request was submitted by GoTriangle for the 1st quarter of the fiscal year. Documentation for the amendment request, including more information on the nature of the request, is provided in **Attachment D**. The amendment request falls into the Major Amendment category. Per the Wake Transit Work Plan Amendment Policy, the TPAC Budget & Finance and Planning & Prioritization Subcommittees are tasked with jointly reviewing Major Amendment requests. The subcommittees consider appropriateness of changes in scope or the scope of new projects and, if applicable, financial choices and trade-offs associated with proposed amendments. The subcommittees unanimously rendered a scope and financial disposition for the requested amendment at an August 25th joint meeting with a finding that, pending additional contextual information, the scope for the requested project is appropriate for the continued implementation of commuter rail as envisioned in the Wake County Transit Plan and that funding the request does not involve an unwarranted re-appropriation of funds. The amendment request was released for public comment between August 7, 2020, and September 6, 2020. No public comments were received in response to the amendment request.

The requested amendment, if approved, would allocate \$1.1 million from Project TC004-A (Project Development for Commuter Rail from Garner to Western Durham – Wake Share) to GoTriangle to reimburse the Federal Transit Administration (FTA) for its financial interest in five (5) parcels along the planned commuter rail corridor in Wake County. At its September 9th regular meeting, the TPAC took action to table the request and cited the need to receive further supporting information identifying the locations of the subject parcels for evaluation of their relevance to the commuter rail corridor. GoTriangle has since provided that information, and it is included in **Attachment D**.

Requested Action: Consider recommending approval of the FY21 Wake Transit Work Plan 1st quarter amendment request to the Wake Transit governing boards.

Roll Call Vote for Agenda Items IV through VII

VIII. 2020 Wake Transit-Funded Bus Service Performance Review
(Information Item: Bret Martin, CAMPO, 15 minutes) Attachment E

At its August 21, 2019, regular meeting, the TPAC endorsed a framework for the Planning & Prioritization Subcommittee to review the performance of Wake Transit-funded bus services. The purpose of this review is to evaluate the performance of bus services against established targets set for each service type in the Wake Bus Service Guidelines and Performance Measures adopted by the Wake Transit governing boards. This review occurs on an annual basis between June and August using quarterly performance metrics reported by project sponsors through the third quarter of the preceding fiscal year. At the TPAC's October 14th meeting, CAMPO staff will provide a high-level overview of performance results for applicable bus services and the Planning & Prioritization Subcommittee's findings from its review. A memo summarizing the Planning & Prioritization Subcommittee's findings from its 2020 review is provided as **Attachment E**.

Requested Action: Receive as information and discuss, as necessary.

IX. Wake County Transit Plan Update and FY 21 Wake Transit Work Plan Reassessment Progress Update
(Information Item: Bret Martin, CAMPO, 30 minutes) Attachments F, G & H

CAMPO staff will provide an update on our progress to date and next steps to complete the update to the Wake County Transit Plan and FY 21 Wake Transit Work Plan Reassessment. This update will include an overview of the results of public and stakeholder input from Wake Transit priorities outreach conducted in August and September, our next steps for engaging the plan update stakeholder group and the public, and draft project prioritization guidance that will be used to inform reprogramming of FY 21 unbudgeted reserve and future-year investments through FY 2030. An updated schedule for the FY 21 Wake Transit Work Plan Reassessment and Vision Plan Update process is provided as **Attachment F**, a draft report on the public and stakeholder outreach is provided as **Attachment G**, and a draft of the Wake Transit Plan Update Prioritization Guidance is provided as **Attachment H**.

Requested Action: Receive as information and discuss, as necessary.

X. FY 2022 Wake Transit Work Plan Kickoff
(Information Item: Bret Martin, CAMPO & Steve Schlossberg, GoTriangle, 20 minutes) Attachments I & J

Staff from CAMPO and GoTriangle, the lead agencies responsible for all components of annual Wake Transit Work Plans, will kick off the FY 2022 Wake Transit Work Plan development process at the TPAC's October meeting. The kickoff presentation will include schedules for project submissions from project sponsors, instructions for submitting project funding request forms, logistics for project review by TPAC subcommittees, preliminary revenue and expenditure capacity assumptions that formulate the anticipated funding available for FY 2022 operating and capital projects, and the impacts of Wake Transit Plan Update project reprogramming on FY 2022 Work Plan funding requests. The FY 2022 Work Plan development schedule is provided as **Attachment I**, and the FY 2022 Work Plan project funding request form and corresponding instructions are provided as **Attachment J**.

Requested Action: Receive as information and discuss, as necessary.

XI. **Subcommittee Report:** Attachment K

Subcommittee	Budget & Finance	Planning & Prioritization	Public Engagement & Communications
Chair	Steven Schlossberg, GoTriangle	Bret Martin, CAMPO	Liz Raskopf, GoTriangle
Vice Chair	TBD	David Walker, City of Raleigh	Andrea Epstein, City of Raleigh
Next Meeting	10/15, 1:00-3:00pm	10/27, 1:30-3:30pm	10/29, 1:00-3:00pm

XII. **Other Business**

Community Funding Area Program (CFAP) Update:

Applicant training is **required** for any partner interested in participating in the FY2022 CFAP Call for Projects. The event is scheduled for October 29, 2020, from 3:00-5:00pm and will be hosted via WebEx. Contact Evan.Koff@campo-nc.us with any questions or to register to participate.

XIII. **Adjourn**

NOTE: The November TPAC meeting has been shifted to the 3rd week, please adjust your calendars to November 18, 2020 at 9:30am.