

Attachment A

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Meeting via WebEx • August 12, 2020

MEETING MINUTES

I. Welcome and Introductions

Shannon Cox, TPAC Chair, welcomed attendees to the August TPAC meeting and provided WebEx logistics and meeting overview information to the participants. Meeting attendees included:

Voting Members

Town of Apex	Shannon Cox	Wake County	Nicole Kreiser
Wake County	Tim Gardiner	CAMPO	Shelby Powell
GoTriangle	Sharon Chavis	GoTriangle	Sandra Freeman
City of Raleigh	David Eatman	Town of Garner	Gaby Lawlor
City of Raleigh	Michael Moore	Town of Cary	Kelly Blazey
Town of Wake Forest	Courtney Tanner	Town of Fuquay-Varina	Jim Seymour
Town of Knightdale	Jason Brown	Town of Rolesville	Julie Spriggs
NCSU	Darcy Downs		

Voting Alternates

Town of Cary	Christine Sondej	Town of Holly Springs	Dirk Siebenbrodt
Town of Morrisville	Dylan Bruchhaus	CAMPO	Bret Martin

Other Alternates

GoTriangle	Liz Raskopf	City of Raleigh	Het Patel
GoTriangle	Steve Schlossberg		
Town of Apex	Jenna Shouse	City of Raleigh	Andrea Epstein
CAMPO	Bonnie Parker	City of Raleigh	Mila Vega
Town of Cary	Tony Wambui	City of Raleigh	David Walker

General Attendees

TPAC Administrator	Stephanie Planchich	GoTriangle	Burgetta Wheeler
CAMPO	Evan Koff	GoTriangle	Kim Johnson
City of Raleigh	Shavon Tucker	GoTriangle	Jay Heikes
City of Raleigh	Ryan Boivin	GoTriangle	Juan Carlos Erickson
City of Raleigh	Meghan Finnegan	NCDOT	Bob Deaton
City of Raleigh	Sara Warren	HNTB	John Hornbeck
Wake County	Anita Davis	HNTB	Elaine Kirkland
Wake Up Wake County	Nathan Spencer	HNTB	Mark Huffer
VHB	Taruna Tayal	HDR Inc.	Bill Gilmore
VHB	Don Bryson		

Note: The TPAC presentation was uploaded to the CAMPO website the morning of the meeting so all attendees had the option to follow along with the discussion as it took place. It is now saved along with the agenda at: <https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-pac/archives>.

II. Adjustments to the Agenda – None

III. **General Public or Agency Comment** - None

IV. **General Public or Agency Comment** - None

TPAC ADMINISTRATIVE ITEMS

V. **Meeting Minutes**

(Action Item: Stephanie Plancich, TPAC Administrator, 5 minutes) Attachment A

Stephanie Plancich, TPAC Administrator, presented the draft minutes from the July TPAC meeting for review and consideration.

Requested Action: Consider approval of the July 15, 2020 draft TPAC meeting minutes.

MOTION *To approve the July 15, 2020 draft TPAC meeting minutes made by David Eatman. Second by Kelly Blazey. No Comments. Passed Unanimously. Voting Record is attached at the end of these minutes.*

VI. **Budget & Finance (B&F) Subcommittee - Meeting Schedule Change**

(Information Item: Stephanie Plancich, TPAC Administrator, 5 minutes)

Stephanie notified the TPAC of a subcommittee schedule change. At its July meeting, Budget & Finance (B&F) Subcommittee members approved a schedule change reducing their regular monthly meetings from two to one. Starting in August, B&F Subcommittee meetings will be held on the 3rd Thursday of each month from 1-3:00pm. The TPAC webpages and calendar will reflect this change.

Requested Action: Receive as information.

PLANNING AND PROGRAMMING ITEMS

VII. **Freeway and Street-Based Transit (FAST) Study**

(Information Item: Taruna Tayal and Don Bryson, VHB, 20 minutes)

Members of the VHB consultant team provided the TPAC with a comprehensive update of the preliminary findings of the Freeway and Street-Based Transit (FAST) Study funded by the Regional Transportation Alliance (RTA), GoTriangle and NCDOT. VHB's presentation included an explanation of the approach taken for the study, highlighted potential transit advantages, then dove into the proposed transit network enhancements identified through the study process. The broad range of recommendations included: access ramp improvements, bus on shoulder and R.E.D. lane infrastructure, pedestrian connectivity projects, technology upgrades and signal priority at select locations.

The complete presentation and contact information for the presenters is posted in the TPAC archives at <https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-tpac/archives>. For additional information on preliminary findings and to follow FAST Study progress visit www.letsgetmoving.org/FASTstudy.

Requested Action: Receive as information.

VIII. Community Funding Area Program – FY22 Kickoff
(Information Item: Evan Koff, CAMPO, 10 minutes) **Attachment B**

Evan Koff manages the Wake Transit Community Funding Area (CFA) Program. His presentation to the TPAC today acts as the official kick-off for the FY2022 CFA program project selection cycle. The first half of his presentation focused on updated financials. He highlighted investments covered by the program to date, the recurring costs associated with implemented CFA services, and then noted the amount available for investment in the next fiscal year. Available funds for FY2022 total \$436,155, \$100,000 of which is set aside for planning activities.

The second half of the presentation showed TPAC members the complete CFA Program develop schedule. In September, incubation meetings with potential applicants begin. The official call for projects will open on October 26th. Project selection will be conducted through February, and final selection results will be incorporated into the FY22 Recommended Wake Transit Work Plan set for review at the April TPAC meeting.

Requested Action: Receive as information.

IX. Wake Bus Rapid Transit (Wake BRT) Update
(Information Item: Mila Vega, City of Raleigh, 15 minutes)

The City of Raleigh is the project sponsor for Wake BRT implementation. Mila Vega provided a progress update on all 4 planned corridors. The New Bern Corridor is at 30% design completion. The Northern Corridor has recently completed the pre-planning phases and is expected to enter into the route selection process this fall. The Western and Southern Corridors are in final stages of route selection and will then move into the preliminary design and project development phases of the planning process. To follow the progress of one or all of the Wake BRT corridors and to view the newly developed video for New Bern, follow this link <https://raleighnc.gov/bus-rapid-transit>.

Requested Action: Receive as information.

X. Greater Triangle Commuter Rail Transit Planning Update
(Information Item: Jay Heikes, GoTriangle, 15 minutes)

The TPAC was provided a progress update for the Greater Triangle Commuter Rail Study. Over the past several months, the planning team has been actively engaging with municipal staff and leaders as part of the process to evaluate commuter rail opportunities and challenges. The next steps in the current phase of study will include an educational push out to the general public, focused discussions with railroad owners and operators on infrastructure needs, and further engineering analysis that will inform current cost and schedule estimates.

To better inform the TPAC about municipal discussions underway, the Town of Cary was used as an example. There, staff are working closely with the CRT planning team to evaluate potential impacts, negative and positive, to be expected in their community. Impacted systems may include: traffic patterns, utility placement and stormwater systems. Other discussion is focused on track design and initial consideration of station locations.

There will be extensive community engagement done at major milestones through the planning process. Progress can be followed at <https://gotriangle.org/commuter-rail>.

Requested Action: Receive as information.

XI. Wake Transit Work Plan Development Schedule
(Information Item: Bret Martin, CAMPO, 15 minutes) **Attachment C**

Bret Martin provided a draft schedule for the FY22 Wake Transit Work Plan development process. Similar to previous years, this schedule encompasses four distinct Wake Transit Planning processes conducted by the TPAC annually. 1) Annual Report for FY20 Activities, 2) Work Plan Amendment Periods, 3) Quarterly Reporting

Deadlines, and 4) the FY22 Wake Transit Work Plan development schedule.

While reviewing important dates for developing the FY22 Work Plan, Bret noted one major change from previous years. Based on feedback received during a joint subcommittee meeting, the reprogramming of the Wake Transit multiyear investment strategy will be incorporated into the FY22 Work Plan instead of being an element of an upcoming FY21 Work Plan amendment process. To allow for this change, the release of the draft FY22 Work Plan has shifted out from January to February on the master schedule.

Requested Action: Receive as information.

XII. Subcommittee Reports – Attachment D

Subcommittee	Budget & Finance	Planning & Prioritization	Public Engagement & Communications
Chair	Steven Schlossberg, GoTriangle	Bret Martin, CAMPO	Liz Raskopf, GoTriangle
Vice Chair	Nicole Kreiser, Wake County	David Walker, Raleigh	Andrea Epstein, Raleigh
Next Meeting	8/20, 1:00-3:00pm	8/25, 1:30-3:30pm	8/27, 1:00-3:00pm

XIII. Other Business

1. The *Wake Transit Public Priorities Survey* went live on August 3rd and will remain open to collect community input through August 31st. Project information, copies of print materials and messaging items are located at goforwardnc.org/wakeinput.

XIV. Adjourn

The next TPAC meeting is scheduled for September 9, 2020.

August 12, 2020 – TPAC Voting Record

<u>Agency/Org</u>	<u>Role</u>	<u>Name</u>	<u>Approval of the draft 7.15.20 TPAC meeting minutes</u>
Apex	Primary	Shannon Cox	Y
CAMPO	Primary	Shelby Powell	Y
	Alternate	Bret Martin	Y
Cary	Primary	Kelly Blazey	Y
	Alternate	Kevin Wyrach	Y
Fuquay-Varina	Primary	Jim Seymour	Y
Garner	Primary	Gaby Lawlor	Y
GoTriangle	Primary	Sharon Chavis	Y
	Primary	Saundra Freeman	Y
Holly Springs	Alternate	Dirk Siebenbrodt	Y
Knightdale	Primary	Jason Brown	Y
Morrisville	Primary	Ben Howell	Y
RTP Foundation	Primary	Hank Graham	Y

Raleigh	Primary	Michael Moore	Y
	Alternate	David Walker	Y
Wake County	Primary	Nicole Kreiser	Y
	Primary	Tim Gardiner	Y
Wake Forest	Primary	Courtney Tanner	Y