

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Meeting • December 9, 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 December 9th 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) **Attachment A**

Requested Action: Consider approval of the October 14, 2020 draft TPAC meeting minutes.

*****We will do one roll call vote later in the agenda for the two actions items on the agenda today.*****

V. **2021 TPAC and Subcommittee Administrative Updates**

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

TPAC ELECTION: Nominations are open for the TPAC Chair and Vice Chair positions. The official vote for candidates will take place at the January 13th TPAC meeting.

SUBCOMMITTEE ELECTION: Nominations for the Chair and Vice Chair positions for the three TPAC subcommittees (Budget & Finance, Planning & Prioritization and Public Engagement & Communications) are open. Elections will take place at each subcommittee's January regular meeting. A request for confirmation of election results will come before the TPAC at its February 17th meeting.

WORK TASK LISTS: Also coming before the TPAC at its February 17th meeting are the draft 2021 February to July Work Task Lists for each subcommittee. As a reminder, the work task lists describe the tasks being assigned to the subcommittees by the TPAC for the next 6-month period.

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

PLANNING AND PROGRAMMING ITEMS

VI. Wake Transit Plan Update and FY21 Wake Transit Work Plan Reassessment Progress Update *(Information Item: Bret Martin, CAMPO, 20 minutes) Attachments B, C, and D*

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 our efforts to reprogram FY 21 unbudgeted reserve and future-year investments through FY 2030, the results of stakeholder input from November, and the schedule for Wake Transit Plan Update finalization and consideration of adoption. Investment reprogramming results portrayed as an updated FYs 21-30 Multi-year Operating Program and Capital Improvement Plan are provided as Attachments B and C, respectively. Investments that are proposed to be deferred from the updated FY 2030 financial constraint are provided in Attachment D.

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

VII. FY21 Wake Transit Work Plan 2nd Quarter Amendment Request *(Action Item: Bret Martin, CAMPO, 20 minutes) Attachment E*

A total of 35 fiscal year (FY) 21 Wake Transit Work Plan amendment requests were submitted for the 2nd quarter of the FY by a host of project sponsors, including the Capital Area MPO, GoTriangle, City of Raleigh, Towns of Cary and Morrisville, and Wake County. All 35 of the requests have been categorized as 'Major Amendments' that require a 30-day public comment period. In June of 2020, the Capital Area MPO Executive Board and GoTriangle Board of Trustees adopted a FY 2021 Wake Transit Work Plan with a number of unfunded projects placed in an 'Unbudgeted Reserve' queue. This decision was made based on uncertainty surrounding the impacts of the COVID-19 pandemic on the collection of revenues that fund the Wake County Transit Plan. These projects were set aside to be considered for funding in the 2nd quarter of the FY when more clarity on the future financial capacity of Wake Transit Plan implementation could be established.

As Wake Transit Plan implementation partners have worked to establish that clarity over the past several months, it has been determined that a number of projects previously set aside in the referenced 'Unbudgeted Reserve' queue are financially eligible to move forward for further consideration of inclusion in the FY 2021 Wake Transit Work Plan. An additional amendment request from the City of Raleigh for a new project to be added to the FY 2021 Wake Transit Work Plan has also been included in the package of requests. Documentation for the amendment requests, including more information on the nature of each request, is provided in Attachment E.

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 tradeoffs associated with proposed amendments. The subcommittees unanimously rendered a scope and financial disposition for the requested amendment at a November 24th joint meeting with a finding that the scopes of work for the requested projects are appropriate for the continued implementation of the Wake County Transit Plan and that funding the requests does not involve an unwarranted use of funds. The amendment requests were released for public comment between November 9, 2020, and December 8, 2020. A number of public comments have been received to date in response to the amendment requests and are included in Attachment E.

Requested Action: Consider recommending approval of the FY21 Wake Transit Work Plan 2nd quarter amendment requests to the Wake Transit governing boards.

VIII. FY20 Wake Transit Annual Report
(Information Item: Sharon Chavis, GoTriangle, 10 minutes) Attachment F

In accordance with the Wake Transit Governance Interlocal Agreement (ILA), the FY2020 Wake County Progress Report has been drafted. It has gone through a review and comment process with the Public Engagement & Communications Subcommittee and TPAC members. A 2nd draft is being provided for the TPAC as information (as Attachment F) so that GoTriangle staff has a chance to address any final questions or corrections prior to the December 15th submission deadline.

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

IX. Wake Transit Engagement Activities Schedule
(Information Item: Liz Raskopf, GoTriangle, 5 minutes) Attachment G

GoTriangle, as the lead agency for Wake Transit public engagement and communications, is responsible for numerous planning and implementation activities in support of Wake Transit programming efforts. To help streamline staff resources and increase TPAC member awareness of the tasks underway, the Wake Transit Engagement Activities Schedule was created. The schedule, included as Attachment G, outlines the tasks currently underway. It informs the TPAC and subcommittee members of major planning milestones and when they can expect to be engaged in the various development processes. Over the next couple of months, staff will be adding additional tasks planned through FY21.

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

X. FY2022 Wake Transit Work Plan Community Engagement Strategy
(Information Item: Liz Raskopf, GoTriangle, 10 minutes) Attachment H

Each year, GoTriangle develops an engagement strategy in support of the Annual Wake Transit Work Plan development process. This year's strategy is utilizing a new written format, but the work planned remains largely the same as in previous years. The initial draft, included as Attachment H, is a broad outline of the general requirements and planned activities for both the draft and recommended Work Plan public comment periods. Over the next couple of weeks, staff will be building out the Engagement Strategy to include a more refined implementation schedule and a more detailed list of next steps. Draft #2 will be provided to the TPAC for comment in January. The final FY22 Wake Transit Work Plan Engagement Strategy, with supporting materials, will then be presented in February, before the public comment period for the draft FY2022 Wake Transit Work Plan begins.

TPAC comments on draft #1 of the Engagement Strategy are due by 5pm on Friday, December 11th. Email comments to ERaskopf@gotriangle.org. TPAC members are encouraged to join the upcoming Public Engagement & Communications (PE&C) Subcommittee meetings if they would like to participate more actively in the development process.

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

XI. Subcommittee Reports: Attachment I

Subcommittee agendas and materials are posted online at least 3-days in advance of a scheduled meeting. <https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-tpac/subcommittees>.

Subcommittee	Budget & Finance	Planning & Prioritization	Public Engagement & Communications
Chair	Steven Schlossberg, GoTriangle	Bret Martin, CAMPO	Liz Raskopf, GoTriangle
Vice Chair	Shavon Tucker, City of Raleigh	David Walker, City of Raleigh	Andrea Epstein, City of Raleigh
Next Meeting	12/17, Joint 1-3pm	12/17, Joint 1-3pm	12/3 & 1/7, 1:00-3:00pm

XII. Other Business

FY2022 LAPP Program Update – Status of Transit Funding Requests

(Action Item: Gretchen Vetter, CAMPO, 5 minutes)

The CAMPO Locally Administered Projects Program (LAPP) Federal Fiscal Year (FFY) 2022 call for projects closed on October 30th. There were ultimately six (6) transit projects submitted for consideration: one (1) in the bike/ped mode for transit sidewalk access and five (5) in the transit mode. The total ask for transit projects was \$4,716,900. The target modal investment mix for transit is \$2,000,000, and it is \$6,750,000 for bike/ped. The LAPP Selection Panel is scheduled to meet on December 9th and 14th to discuss projects and provide a funding recommendation. The funding recommendation will be introduced to the CAMPO Technical Coordinating Committee (TCC), Executive Board, and the public in January, with approval anticipated in February.

Requested Action: Receive as information.

XIII. Adjourn

The next TPAC meeting is scheduled for January 13, 2020.