

WAKE TRANSIT PLAN

Transit Planning Advisory Committee

TPAC REGULAR MEETING

July 15, 2020

9:30 AM – WebEx Meeting

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

I. Welcome

WebEx Meeting Information

Meeting link:

<https://cormp.webex.com/cormp/j.php?MTID=m3e899f00ac1280e747b0095fcb1903e5>

Meeting Password: TPAC

Join by phone: 1-650-479-3208

Access code: 470 884 301

Shannon Cox, TPAC Chair

I. Welcome & Introductions

Shannon Cox, TPAC Chair

WAKE COUNTY

GO FORWARD
A COMMUNITY INVESTMENT IN TRANSIT

II. Adjustments to the Agenda

Shannon Cox, TPAC Chair

III. General Public or Agency Comment

Any written comments received?

Any additional comments from attendees?

Shannon Cox, TPAC Chair

IV. TPAC Planning & Programming Tasks

1. Wake Transit 2030 Financial Scenarios & Upcoming Prioritization Engagement

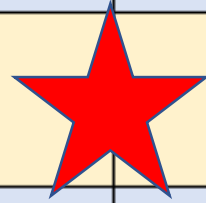
Attachment A-C

Bret Martin & Stephanie Plancich, CAMPO

IV. Wake Transit 2030 Financial Scenarios

UPDATE ON SCHEDULE

June 23 rd – July 24 th	CAMPO/GoTriangle	Refine engagement approach and deployment plan based on feedback received from Vision Plan Update CTT and applicable TPAC subcommittees
July 15 th	CAMPO	Share results of updated financial scenarios and public/stakeholder engagement deployment plan with TPAC at its July 15 th regular meeting
Week of July 20 th	CAMPO	Provide information to Vision Plan Update stakeholder group with more specificity on next steps for both public and stakeholder engagement, including dates and formats for upcoming input solicitation
Week of July 27 th	CAMPO/GoTriangle	Hold engagement preparation workshop with planners and engagement/communications representatives to finalize logistics for engagement period
August 3 rd – August 28 th	CAMPO/GoTriangle	Public engagement period



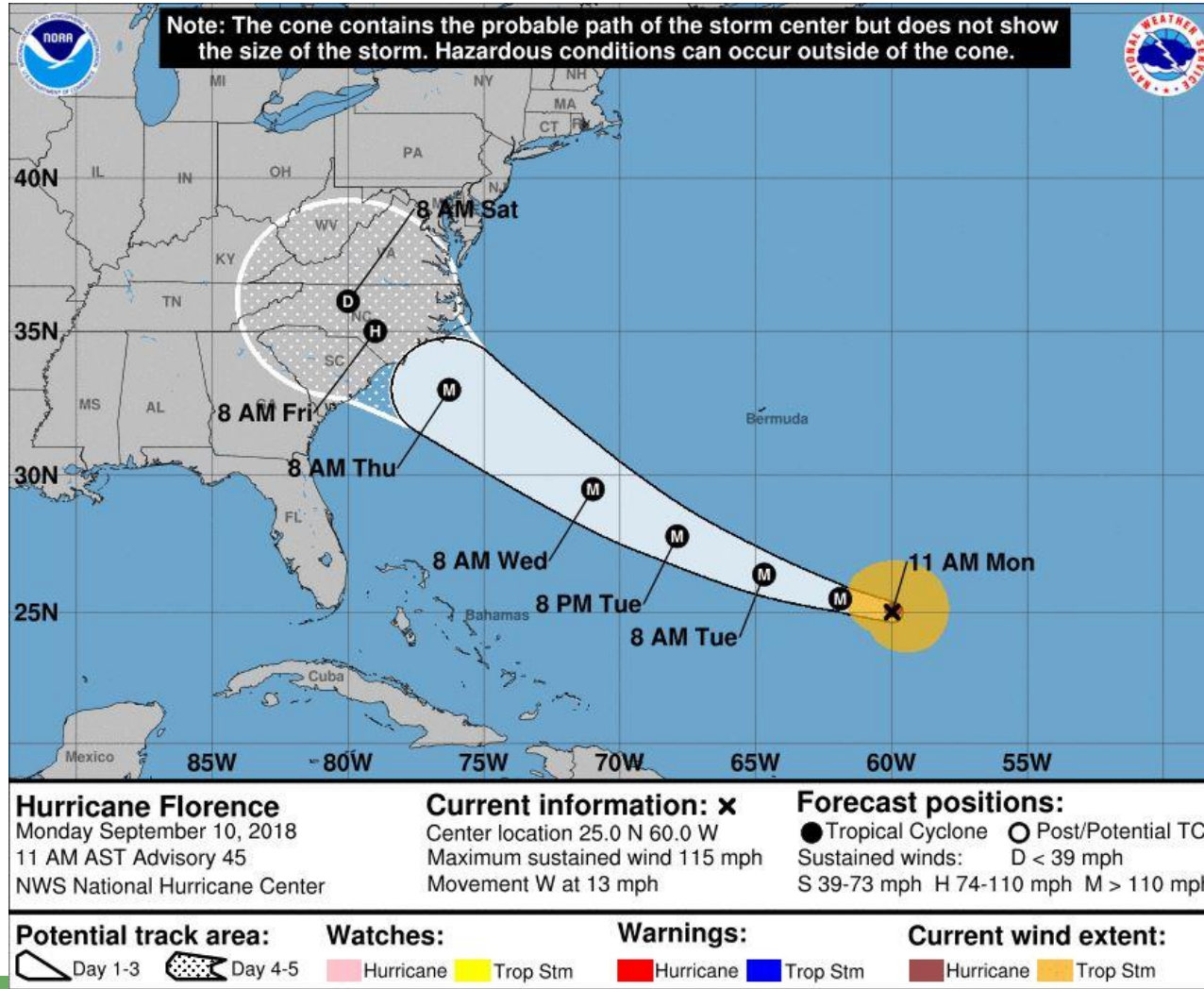
IV. Wake Transit 2030 Financial Scenarios

UPDATE ON SCHEDULE

DATES	TASK
September 11 th	Project sponsors' internal prioritization of future projects due
Week of September 14 th	Stakeholder Group Engagement
Week of September 28 th	Joint P&P/B&F Subcommittee meeting to review prioritization guidance and review revenue receipts for March-June
October 14 th	Share results of public/stakeholder input and prioritization guidance with TPAC
Week of October 19 th	Joint P&P/B&F Subcommittee meeting to: 1) Select final financial scenario to carry forward; and 2) Discuss project (re)programming approach/next steps for core design retreat
Week of November 2 nd	Core Design Retreat

IV. Wake Transit 2030 Financial Scenarios

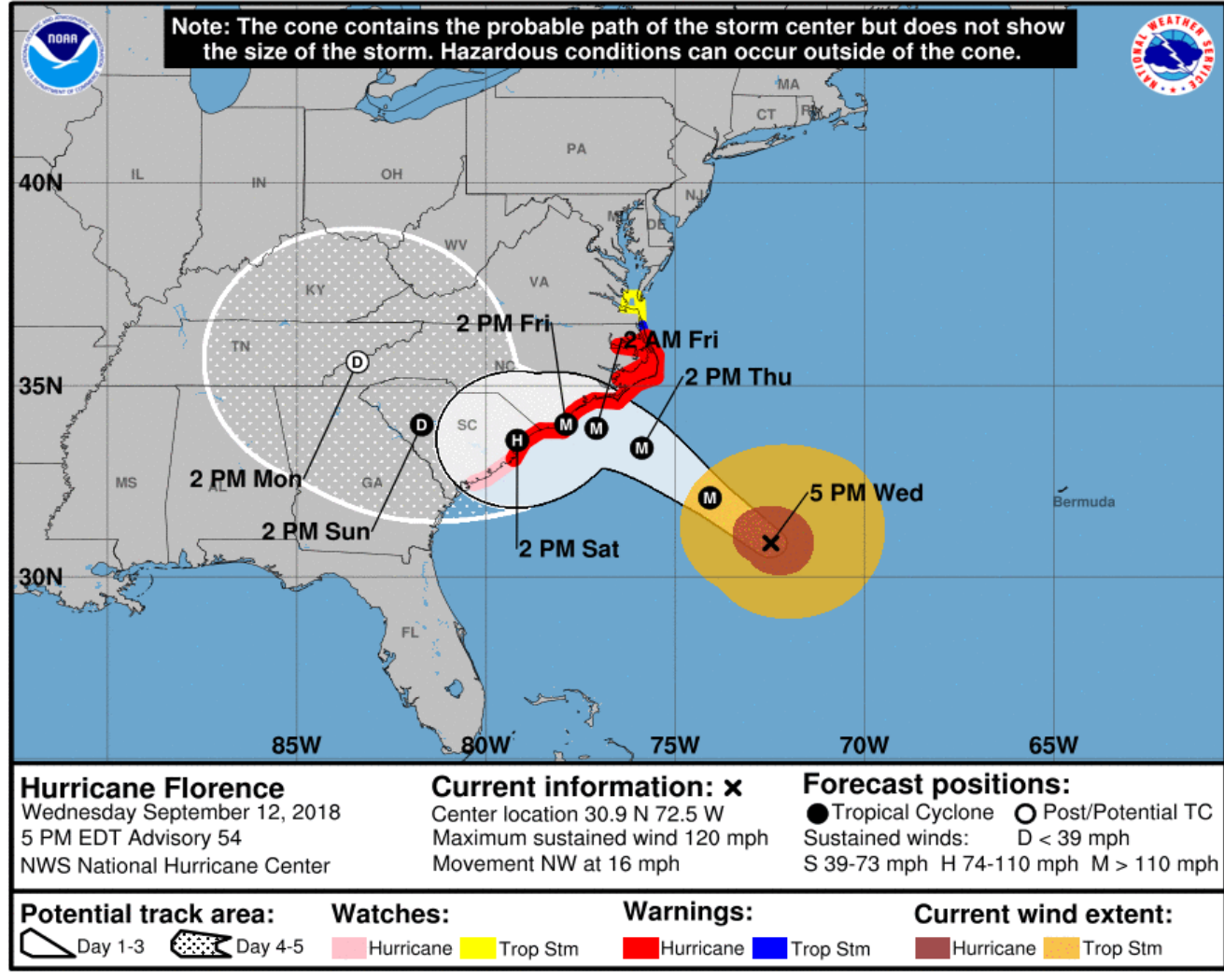
Financial Scenario Planning: Hurricane Forecasting



- Cone of Uncertainty
- Closer = More Certainty
- Farther = Less Certainty
- Forecast Based on Knowns and Educated Guesses About Known Unknowns
- February 2020
- But There are Still Unknown Unknowns

IV. Wake Transit 2030 Financial Scenarios

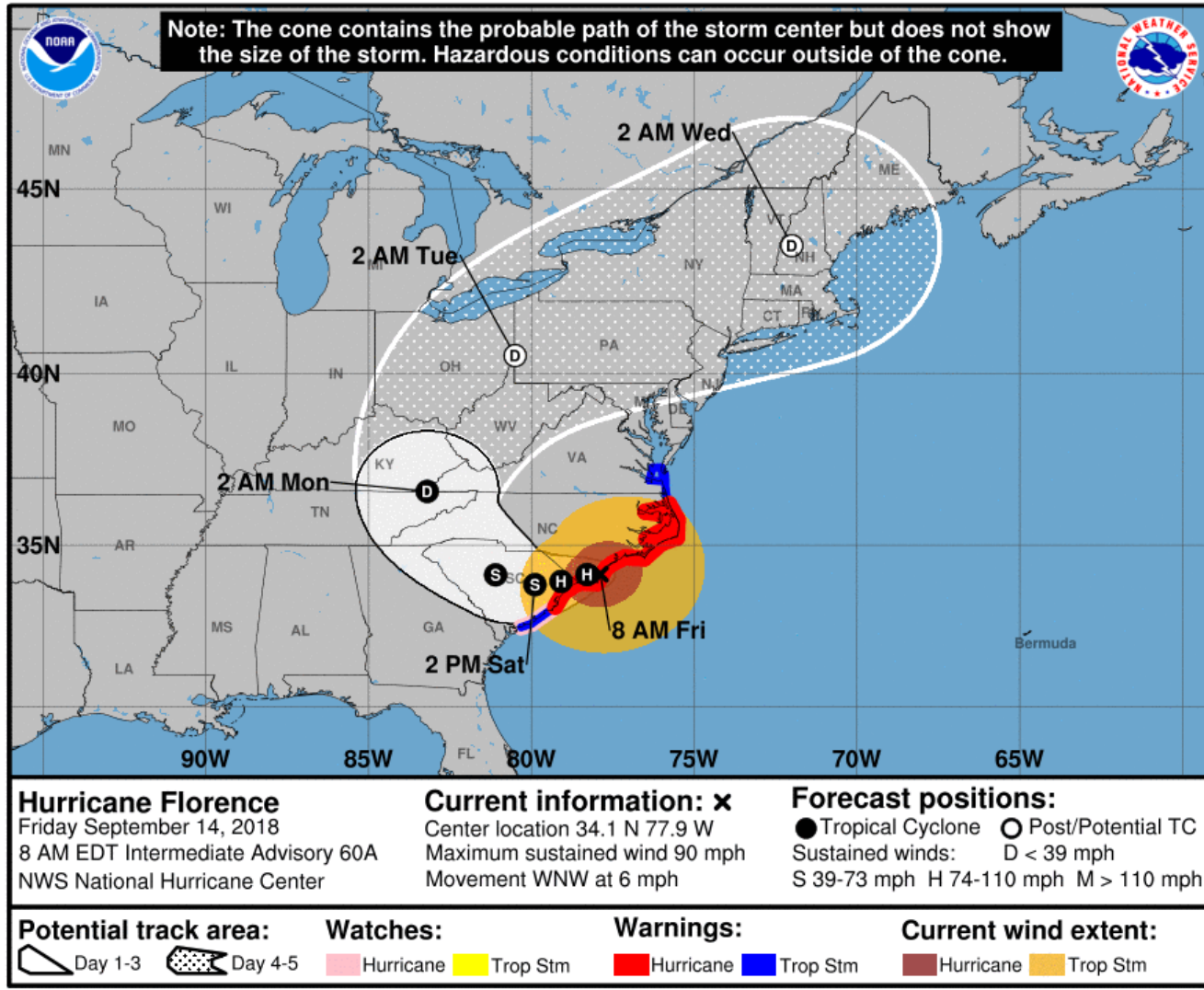
Financial Scenario Planning: Hurricane Forecasting



- Continuous Access to New/Fresh Information
- Continuous Refinement of Assumptions
- As We Get Closer, Known Unknowns Become Knowns
- Unknown Unknowns Become Knowns → Significant Change in Direction
- June 2020

IV. Wake Transit 2030 Financial Scenarios

Financial Scenario Planning: Hurricane Forecasting



- Exact Assumptions Set Today for the Future Will Never Come to Fruition
- Actuals Will Always Be Different
- More Likely to Fall Somewhere Within Range of Reasonable Assumptions
- October 2020

IV. Wake Transit 2030 Financial Scenarios

FEBRUARY SALES TAX GROWTH ASSUMPTIONS

Scenario 1: Very Conservative	Scenario 2: Conservative	Scenario 3B: Moderate-Low	Scenario 4: Moderate-High	Scenario 5: Liberal
<p><u>FY 21</u>: 3% from FY 20</p> <p><u>FY 22</u>: 4% from FY 21</p> <p><u>FYs 23-25</u>: 3.5% per year</p> <p><u>FYs 26-27</u>: 3% per year</p> <p><u>FYs 28-30</u>: 4% per year</p>	<p><u>FY 21</u>: 3% from FY 20</p> <p><u>FYs 22-30</u>: 4% per year</p>			

RANGE (FYs 21-30): \$1.169 - \$1.192 billion

JUNE SALES TAX GROWTH ASSUMPTIONS

Scenario 1: Very Conservative	Scenario 2: Conservative	Scenario 3B: Moderate-Low	Scenario 4: Moderate-High	Scenario 5: Liberal
<p><u>FY 21</u>: -7.3% from FY 20</p> <p><u>FY 22</u>: 2.5% from FY 21</p> <p><u>FY 23</u>: 2.75% from FY 22</p> <p><u>FYs 24-30</u>: 3% per year</p>		<p><u>FY 21</u>: -7.5% from FY 20 (but higher FY 20 base)</p> <p><u>FY 22</u>: 3% from FY 21</p> <p><u>FYs 23-25</u>: 3.5% per year</p> <p><u>FYs 26-30</u>: 4% per year</p>	<p><u>FY 21</u>: -5% from FY 20</p> <p><u>FY 22</u>: 3.5% from FY 21</p> <p><u>FYs 23-30</u>: 4% per year</p>	<p><u>FY 21</u>: 0% from FY 20</p> <p><u>FYs 22-24</u>: 4% per year</p> <p><u>FY 25</u>: 4.3% per year</p> <p><u>FYs 26-28</u>: 4.5% per year</p> <p><u>FYs 29-30</u>: 5% per year</p>

RANGE (FYs 21-30): \$921 million - \$1.085 billion

IV. Wake Transit 2030 Financial Scenarios

COMPARISON OF REVENUE ASSUMPTIONS

Change in Total Sales Tax Collections Compared To:	Scenario 1: Very Conservative	Scenario 2: Conservative	Scenario 3B: Moderate-Low	Scenario 4: Moderate-High	Scenario 5: Liberal
February Scenario Results	-\$248 million	-\$248 million	-\$233 million	-\$193 million	-\$107 million

IV. Wake Transit 2030 Financial Scenarios

JUNE SCENARIO OUTPUTS

Impact Type	Scenarios 1-2: Conservative	Scenarios 3-4: Moderate	Scenario 5: Optimistic
Operating Expenditures Impact	Cut \$21.5-\$32.5M starting in FY 22	Cut \$8.6-\$15.3M starting in FY 22	+\$1.7M starting in FY 28
Capital Expenditures Impact	Cut \$93-\$157M	Cut \$38M to +\$36M	+\$88M
Capital Programming Impact	Postpone \$69-\$133M to FYs 28-30	Postpone \$164-\$183M to FYs 28-30	No postponement to FYs 28-30

IV. Wake Transit 2030 Financial Scenarios

TAKEAWAYS

- **Will Likely Need to Use Additional 3 Years of Tax Collections to Support Already Programmed Expenditures**
- **Very Low Chance of Capacity for New Investment in Additional 3 Years of Planning Horizon**
- **Timing of Programmed Expenditures Will Need to Change**
- **Decent Chance Will Need to Cut Overall Expenditures (if only looking through 2030)**
- **Will Revisit in September/October with Updated Revenue Data**
- **Public/Stakeholder Messaging and Input → Help Set Priorities**

IV. Upcoming Prioritization Engagement

IMPORTANT TECHNICAL POINTS

- Still implementing the 4 Big Moves and 2016 Wake Transit Plan investment targets
- Update transit plan every 4 years to fine-tune assumptions and extend planning horizon (i.e., 2030)
- Develop a Work Plan every year, which includes the multi-year investment strategy
- COVID-19 → reduced revenue forecast → planned expenditures out of sync with new revenue assumptions
- Understand the public's priorities within universe of already programmed projects
- Survey questions = understanding travel priorities = prioritize specific implementation elements in current multi-year investment strategy
- Public engagement period: August 3rd – 31st

IV. Upcoming Prioritization Engagement

Key Messaging and Purpose

Purpose:

To involve Wake County community members in the process to prioritize transit investments in the current planning year as well as in future years through 2030.

Key Message:

Your input today will help confirm our transit priorities for the next 10 years.

Using 'help confirm' because there is other prioritization guidance we will use finalize our investment priorities. This includes gathering additional input from stakeholders and the CTT.

IV. Upcoming Prioritization Engagement

Use of Public Input & Program Results

1

Support the reprogramming process for existing Wake Transit investments through the extended planning horizon, FY2030.

2

Help determine what types of projects should be selected to receive funding should new money become available.

IV. Upcoming Prioritization Engagement

Use of Public Input & Program Results

3

Provide guidance and support to other community engagement professionals that are planning similar community engagement activities in a time when virtual engagement is the primary source of outreach.

4

Support other regional planning efforts being conducted by partner agencies and organizations by making the prioritization results of this effort available for their use.

IV. Upcoming Prioritization Engagement

Outreach Audience:

Wake County General Public

Targeted Outreach Groups:

Existing Transit Riders

Low Income

Minorities

Disabled

Elderly (65+)

Youth/College (21<)

Limited English Proficient

Business Community



IV. Upcoming Prioritization Engagement Survey Framing

- **Refamiliarize with 4 Big Moves in 2016 Wake Transit Plan**
- **Mention Implementation Progress Made to Date; Tie Back to 4 Big Moves**
- **Mention Input Provided for 2016 Plan and Resulting Overarching Investment Targets**
- **Mention Impact of COVID-19 and Increase in Project Cost Assumptions on Ability to Implement Plan Through 2027**
- **Help Confirm Investment Priorities for Continued Implementation of 4 Big Moves Through 2030**

IV. Upcoming Prioritization Engagement

Survey Questions

Rank 6 transit SERVICE improvements in order of importance

- **Frequency**
- **Coverage**
- **Span**
- **Speed & Reliability**
- **Local Service**
- **Regional Service**

Rank 5 transit INFRASTRUCTURE improvements in order of importance

- **Facilities**
- **Technology**
- **Connecting Infrastructure**
- **Vehicles**
- **Speed & Reliability**

IV. Upcoming Prioritization Engagement

Survey Questions

Service Qualities

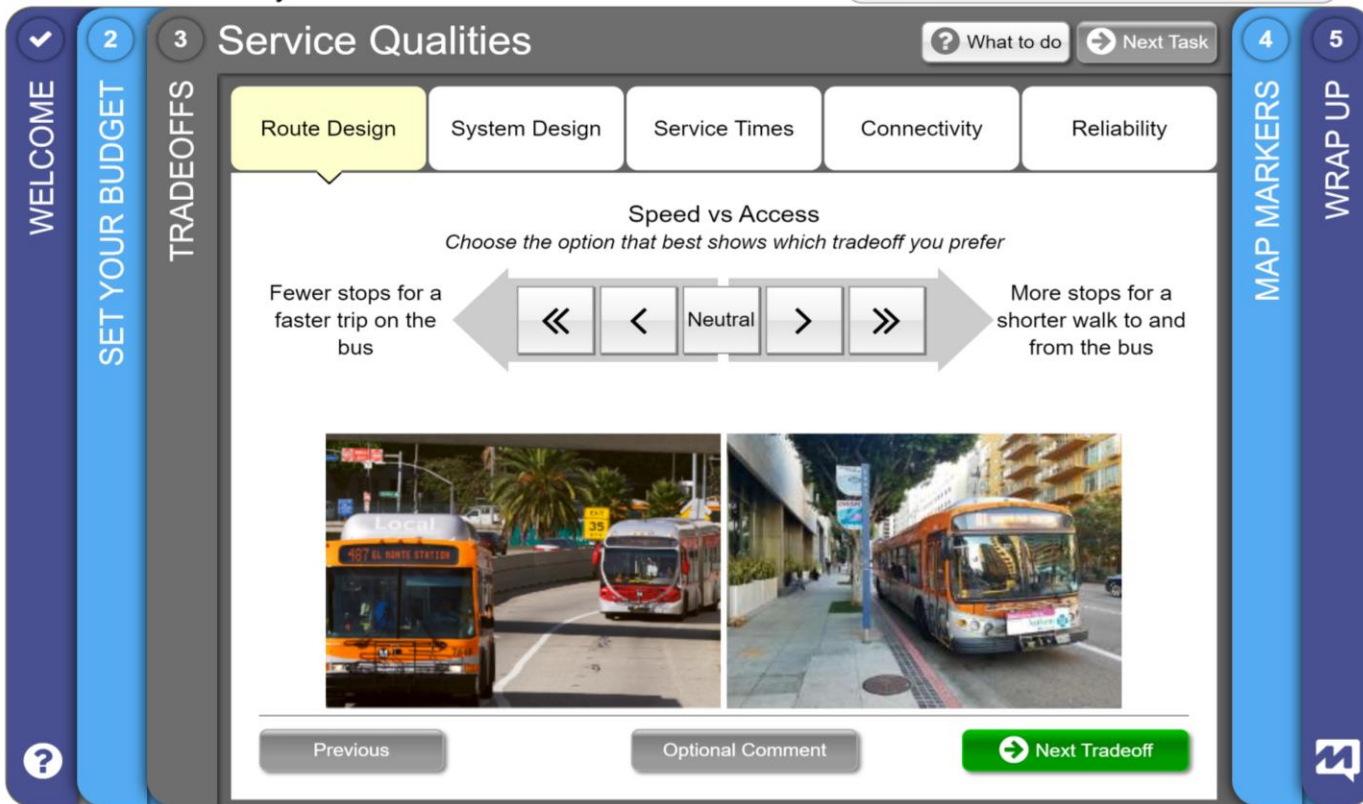
Route Design System Design Service Times Connectivity Reliability

Speed vs Access
Choose the option that best shows which tradeoff you prefer

Fewer stops for a faster trip on the bus

More stops for a shorter walk to and from the bus

Previous Optional Comment Next Tradeoff



Trade-offs Question:

- Ridership - Coverage
- Mobility - Access
- Regional - Local
- Service - Infrastructure

IV. Upcoming Prioritization Engagement Methods Driving Participation

Engagement Tactics

- Online Survey
- Print Survey
- Press Release
- Webpage
- Social Media
- Posters/Yard Signs
- Bus Rack Cards
- Community Partnerships
- Blurb for Newsletters

Targeted Support Letters

- Business Community
- Schools and Colleges
- Churches
- Service Organizations representing the underserved
- Municipal PIOs
- News Outlets
- Wake Transit Stakeholders

IV. Upcoming Prioritization Engagement

What we need from TPAC members

A commitment to ensure your agency helps share the survey information.

Ways you can help

- Inform/share survey link with your elected officials, staff and community members
- Print and distribute the printed survey where target audiences gather, then collect and submit them
- Put up “Get Involved” posters in appropriate in-person and electronic Print Survey
- Add the engagement notice into newsletters, on websites, in public spaces, on TV/alert systems
- Share your contact database or send the participation invitation email to your list
- Like and share the social media posts that are published, make your own to encourage participation
- Reach out directly to organizations and advocates who can help get the survey into the community
- Share your current high ridership O/D locations, most active days/times for specific routes, and what mostly virtual engagement tactics have worked for your community

IV. Upcoming Prioritization Engagement

Next Steps

1. Last chance to provide survey framing/questions input: (By July 17th)
2. Finalize the survey question format/language
3. Prepare the outreach and communication materials
4. Design the webpage and upload the survey and other materials
5. Complete the targeted outreach strategy (goals & methods)
6. Compile and report on survey activity and findings

IV. TPAC Administrative Updates

Requested Action:

Receive as Information

IV. TPAC Planning & Programming Tasks

2. Wake Transit Workgroup Operating Guidelines

Attachment G

Stephanie Plancich, CAMPO

Development Timeline: Workgroup Operating Guidelines



March

Process Subcommittee completes initial task brainstorming and outlining



April

CAMPO presents the first Draft Process Members review & discuss



May

CAMPO collects member comments and produces a revised draft



June

Subcommittee member review of the draft Workgroup Operating Guidelines



July

TPAC considers endorsement of the draft Workgroup Operating Guidelines

PURPOSE of the Workgroup Operating Guidelines

The Workgroup Operating Guidelines provide a framework for identifying and tracking workgroups that are operating in support of Wake Transit programs and projects.

As the Wake Transit body of work continues to expand the transit network, serving more neighborhoods and more community members, the potential need for workgroups to support project development and components of other assigned tasks is also anticipated to increase.

BENEFITS of the Workgroup Operating Guidelines

- Ensures that convening bodies **fully consider the purpose and need for each workgroup** and set a timeline for assigned tasks and deliverables to be accomplished
- Establishes a process for convening bodies to **inform the TPAC and receive feedback** on its plan to utilize a workgroup, intended task assignments, membership, timeline, etc.
- **Establishes a communications structure** that encourages early, cooperative and coordinated planning and decision-making amongst impacted partners
- **Creates a central database** of former and current Wake Transit workgroup information
- **Identifies a point of contact**, the Workgroup Coordinator, for each workgroup

APPLICABILITY of the Workgroup Operating Guidelines

The Workgroup Operating Guidelines apply to workgroups established by a convening body in support of a Wake Transit implementation task assigned to it.

- **Tasks that should be informed by multiple partner agencies**

Examples include the development of the Wake Transit Public Engagement Policy and the Wake Transit Performance Tracker.

- **Tasks that involve, benefit or otherwise impact more than one jurisdiction**

Examples include the Bus Rapid Transit and Commuter Rail projects.

Some workgroup activities will touch on both types of tasks. Examples include the Vision Plan Update and the deliverables produced by the Fare Workgroup.

Wake Transit Workgroup Operating Guidelines

Roles & Responsibilities

Convening Body:

Can be one of five possible entities:

Lead Agency, Project Sponsor, TPAC, TPAC Cabinet, TPAC Subcommittee

Responsibilities:

- Define and create a workgroup
- Set its structure, operating procedures, purpose and task assignment(s)
- Designate a Workgroup Coordinator

Wake Transit Workgroup Operating Guidelines

Roles & Responsibilities

Workgroup Coordinator:

The person designated by the convening body to lead each workgroup in completing its assigned tasks and producing applicable deliverables.

Responsibilities:

- Manage the day-to-day workgroup operations
- Create agendas & facilitate meetings
- Produce findings and reports as assigned by the convening body
- Complete and submit worksheets and the quarterly report forms

Two Types of Workgroups

Ad Hoc workgroups are typically developed in response to an emergent situation, an unforeseen development or concern. These unplanned groups are called upon to provide guidance to the convening body and their work will often lead to decision-making recommendations. It is possible for an ad hoc workgroup to stay active or be recalled to action past its initial task assignment, so long as the purpose of the group remains the same.

Two Types of Workgroups

Formal workgroups are generally planned early to be an integral part of a Wake Transit funded program or project. Their purpose is often broader than that of an ad hoc group and they tend to operate for as long as the project or process is underway. In some cases, a formal workgroup can be recurrent following a predetermined update cycle or annual process.

Wake Transit Workgroup Operating Guidelines

Roles & Responsibilities

TPAC Administrator:

CAMPO staff member

Responsibilities:

- Maintain the Wake Transit Workgroup Operating Guidelines and associated templates
- Support initial development activities for new workgroups and the amendment process for existing workgroups, as needed
- Coordinate with TPAC Chair to ensure agendas include workgroup items and information in a timely manner

Next steps

Should the TPAC vote to approve the implementation of the Workgroup Operating Guidelines

- Develop the database for tracking/storing workgroup documents and information
- Reach out to partners who have currently operating groups to get an identification worksheet submitted and to engage them in the reporting process

Any questions or comments on the
Workgroup Operating Guidelines?

IV. #2 Wake Transit Workgroup Operating Guidelines

Requested Action:

Consider endorsement of the Wake Transit Workgroup Operating Guidelines

V. TPAC Administrative Tasks

1. Approval of TPAC meeting minutes

Attachment E

Stephanie Plancich, TPAC Administrator

Requested Action:

Consider approval of the May 13, 2020 and the June 10, 2020
TPAC meeting minutes,

V. TPAC Administrative Tasks

2. Approval of the August – January Subcommittee Work Task Lists

Attachment F

Stephanie Plancich, TPAC Administrator

Requested Action:

Consider endorsement of the Budget & Finance, Planning & Prioritization and Public Engagement and Communications subcommittee August-January Work Task Lists.

V. TPAC Administrative Tasks

3. Dissolution of the Process Subcommittee

Stephanie Plancich, TPAC Administrator

Requested Action:

Consider dissolution of the Process Subcommittee

VI. Subcommittee Report

Attachment G

Requested Action:

Receive as Information

VII. Other Business: Engagement Updates

North East Area Study (NEAS) online survey and interactive map is currently live and public input period runs through July 24th, visit the project website, NEASupdate.com, for more information.

DCHC/CAMPO Joint Metropolitan Transportation Plan (MTP) 1st round of engagement, a survey to gather input on long-range goals and objectives went live on July 2nd and will run through August 13th. Follow plan development process and get more information on CAMPO's website.

Stephanie Plancich, TPAC Administrator

VII. Other Business: Engagement Updates

DCHC/CAMPO Triangle Bikeway Corridor Study is in final preparation stages. Later this month the project website, interactive map and coinciding public input survey will go live. TPAC members will receive this link information when it is made available.

The 1st round of public engagement for the Greater Triangle Commuter Rail Study is planned to occur in August/ September 2020. A survey to gather public input on study elements will be paired with various communication tools that will educate the community on commuter rail service and our planning efforts.

* The TPAC is scheduled to receive a progress update on both the CRT and BRT projects during its August meeting.

VII. Other Business

Any other new or old business?

XI. Adjourn

Next TPAC Meeting:
August 12, 2020, 9:30am