

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

TPAC Regular Meeting • July 15, 2020 • 9:30am-11:00am

WebEx Meeting Information:

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

Password: TPAC

Meeting #/Code: 470 884 301

Call in Number: 1-650-479-3208

If assistance is needed or to request this document in an alternative format, please contact the MPO's office at 919-996-4400 or 800-735-2962(TTY) and request a connection to the City of Raleigh communication department at least 72 hours in advance of the meeting.

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 June 10th will be summarized during the meeting and attached to the final meeting minutes.

IV. **TPAC Planning and Programming Tasks**

1. **Wake Transit 2030 Financial Scenarios and Upcoming Prioritization Engagement**
(Information item: Bret Martin & Stephanie Plancich, CAMPO, 45 minutes) **Attachment A, B & C**

At the TPAC's June 10th regular meeting, CAMPO staff provided a schedule and overview of next steps for our reevaluation of the FY2021 Wake Transit Work Plan and update to the Wake Transit Plan. The most recent version of this schedule is provided as **Attachment A**. Included as an early step in this process was a reevaluation of our revenue forecast in response to acute economic impacts associated with the COVID-19 pandemic and producing updated results for a number of potential financial scenarios through 2030. These results are provided in **Attachment B** and ultimately reveal that revenues collected during the three years to be added to the Wake Transit Plan horizon will likely need to be used to rebalance expenditures included under more optimistic assumptions in the original Wake Transit Plan and in prior-year annual work plans. The financial scenarios also reveal that some cuts to planned expenditures may be necessary. These results set the stage for an ensuing program-level reprioritization and reprogramming process that will adjust our strategic phasing of investments to be in sync with the updated revenue assumptions.

The next step in the overall process is to solicit input on project delivery priorities through 2030 from the public and targeted stakeholders. This engagement touchpoint is currently planned to begin in early August and to run through mid-September. The public and stakeholder input received, in conjunction with other prioritization guidance, will then be used by CAMPO and our partners to reprogram projects at a core design retreat planned for early November. CAMPO and GoTriangle (lead agency for Wake Transit public engagement and communications) have been working to prepare the messaging, input solicitation tool (survey), talking points, engagement methods, and other logistics associated with this planned engagement touchpoint. Draft public outreach materials are provided as **Attachment C**.

Requested Action: Receive as information.

2. Wake Transit Workgroup Operating Guidelines
(Action item: Stephanie Plancich, CAMPO, 10 minutes) **Attachment D**

Through the month of June, the TPAC and its subcommittees had the opportunity to review the draft Wake Transit Workgroup Operating Guidelines (**Attachment D**) and provide comments. On June 26th, the Process Subcommittee discussed the feedback received, made final adjustments to the draft and voted to recommend endorsement of the 2020 guidelines to the TPAC for implementation.

Guidelines Overview:

- The Workgroup Operating Guidelines apply to specified groups created to complete or support certain tasks assigned by the TPAC or the Wake Transit governing boards.
- The Guidelines generally apply to groups tackling tasks or projects resulting in regional or multi-jurisdictional impacts and those that would benefit from the participation of individuals with diverse perspectives and/or experiences.
- Workgroups can be standing formal groups (Ex. Bus Rapid Transit CTT) or less formal ad hoc groups which are most often created to address an unforeseen question, need or other emerging issue (Ex. Art & Culture Workgroup).
- Workgroups can be convened by the TPAC, the TPAC Cabinet, a TPAC subcommittee, a Wake Transit lead agency or an assigned project sponsor.
- Day-to-day activities will be managed by a coordinator designated by the convening body.
- The guidelines and new process to track workgroups will increase TPAC member awareness of workgroup activities and purposes, improve participation of interested partners in project planning activities and give the TPAC an opportunity to ensure the appropriate partners are included.
- The Guidelines set up an easy and quick process for tracking new and existing workgroups to be used as reference material as needed.

Requested Action: Consider endorsement of the Wake Transit Workgroup Operating Guidelines.

V. TPAC Administrative Tasks

(Action item: Stephanie Plancich, TPAC Administrator, 10 minutes)

1. Approval of TPAC Meeting Minutes - Attachment E

Requested Action: Consider approval of the May 13, 2020 and June 10, 2020 draft TPAC meeting minutes.

2. Approval of the Draft August to January Subcommittee Work Task Lists - Attachment F

- a. Budget & Finance unanimously voted on June 18th to recommend approval of its draft Task List.
- b. Planning & Prioritization unanimously voted on June 23rd to recommend approval of its draft Task List.
- c. Public Engagement & Communications unanimously voted on June 25th to recommend approval of its draft Task List.

Requested Action: Consider endorsement of the subcommittee August to January Work Task Lists

3. Dissolution of the Process Subcommittee

The Process Subcommittee played a critical role in Wake Transit program development. Members helped lay the foundation for the work of the TPAC. In June the subcommittee completed its final task, developing the Workgroup Operating Guidelines, and voted to recommend dissolution of the subcommittee, noting that future process-related tasks can be conducted utilizing the workgroup structure they created.

Requested Action: Consider dissolution of the Process Subcommittee.

VI. Subcommittee Report – Attachment G

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	7/16, 1:00-3:00pm	7/28, 1:30-3:30pm	7/23, 1:30-3:00pm

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.
- 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.

VIII. Adjourn

The next TPAC meeting is scheduled for August 12, 2020.