

# WAKE COUNTY TRANSIT PLAN

## Transit Planning Advisory Committee

TPAC Regular Meeting • January 15, 2020 • 9:30am-12:00pm  
CAMPO Conference Room A • Call-In: 919-996-8344

*NOTICE: If you are not a voting representative of a TPAC member agency, please use seating along the walls behind the tables. If you desire to speak on anything that is not part of the agenda, you may do so during **Item III** on the agenda. You must sign in and check YES on the sheet located outside the boardroom prior to the start of the meeting to make a general public or agency comment. If you desire to speak on a current agenda item, you must be recognized by the TPAC Chair or an official TPAC voting member or alternate.*

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)

Limited to three (3) minutes per speaker. Speakers must sign in to speak before the start of the meeting.

IV. **Meeting Minutes**

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

Requested Action: Consider approval of the December 11, 2019 TPAC meeting minutes.

V. **TPAC Chair and Vice Chair Elections**

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

In accordance with the Transit Planning Advisory Committee (TPAC) bylaws: “*The Chair and Vice-Chair shall be elected annually at the first regular meeting of each calendar year (January 1 – December 31) to serve for the respective calendar year.*” The term of office is one year, and there are no limits on the number of consecutive terms a member may serve.

Requested Action: Nominate and elect a TPAC Chair and Vice Chair to serve for the 2020 calendar year.

VI. **2020 Calendar Year TPAC Meeting Schedule**

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

Each year, the TPAC must set its regular meeting schedule. The current schedule is the second Wednesday of each month between 9:30am and noon.

Requested Action: Confirm the TPAC meeting and work schedule for 2020.

VII. **TPAC Weighted Voting Structure Update**

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

TPAC weighted voting calculations are updated to reflect current population data in accordance with the TPAC bylaws each year. In 2020, the only change is the Town of Apex’s estimated 2018 population exceeding 50,000 persons, which results in an increase to its weighted vote from one (1) to two (2).

Requested Action: Receive as information

## VIII. **Subcommittee Elections**

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

On 12/5/19, the Planning & Prioritization (P&P) Subcommittee voted unanimously to elect Bret Martin as Chair and David Walker as Vice Chair to serve for the 2020 term.

On 12/19/19, the Budget & Finance (B&F) Subcommittee voted unanimously to elect Steven Schlossberg as Chair and Nicole Kreiser as Vice Chair for the 2020 term.

Requested Action: Consider confirmation of the election recommendations of both the Budget & Finance and Planning & Prioritization Subcommittees.

## IX. **Subcommittee Work Task Lists**

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

Every six (6) months, each subcommittee is responsible for drafting a Work Task List to be endorsed by the TPAC. In December, the P&P and B&F Subcommittees met and voted to recommend for confirmation their draft February-July 2020 Work Task Lists. Later, at their joint meeting on January 2<sup>nd</sup>, additional discussion resulted in a few recommended additions to both drafts. Those additional tasks are shown in blue in Attachment D.

Requested Action: Consider endorsement of the draft February-July 2020 Work Task Lists of both the Budget & Finance and Planning & Prioritization Subcommittees.

## X. **Greater Triangle Commuter Rail Alternatives Analysis: Preliminary Results**

*(Information Item: Jay Heikes, GoTriangle Staff and Monica Barrow, STV, 45 minutes)*

GoTriangle, as the designated project sponsor for the commuter rail corridor identified in the Wake County Transit Plan, is nearing completion of an alternatives analysis/feasibility study for a commuter rail project within the corridor. The study has evaluated:

- 1) The ability for the corridor to accommodate varying levels of service;
- 2) To what extent infrastructure improvements would need to be made to accommodate various service scenarios and the cost of those improvements;
- 3) The cost of other capital requirements, such as rolling stock, to accommodate the service scenarios;
- 4) Ridership projections for the service scenarios yielded by the Federal Transit Administration's (FTA) Simplified Trips On Project Software (STOPS) modeling framework;
- 5) A planning-level project implementation schedule; and
- 6) Risks that could impact project feasibility, including cost and schedule impacts.

This evaluation was applied to a variety of project termini scenarios along the North Carolina Railroad corridor between Selma in Johnston County and Mebane in Alamance County. The ultimate goal of the study is to equip GoTriangle and its regional partners with more detailed information on the productivity, feasibility, and project delivery requirements of a commuter rail project within the corridor.

Preliminary results from the study will be shared with the TPAC at its January 15th meeting. It is anticipated that discussions on next steps for potential project implementation will continue with the TPAC beyond January that will ultimately lead to a decision on when, how, and to what extent a project within the corridor will be studied further.

Requested Action: Receive as Information

## **XI. FY20 Wake Transit Work Plan 3<sup>rd</sup> Quarter Amendment Requests**

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

Six (6) FY20 Wake Transit Work Plan amendment requests were submitted for the 3<sup>rd</sup> quarter of the fiscal year. All six requests fall 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 the quarterly Work Plan draft amendment list and amendment request forms when a Major Amendment request is submitted. The subcommittees consider appropriateness of changes in scope and, if applicable, financial choices and trade-offs associated with proposed amendments, creating a disposition for TPAC consideration. The subcommittees reviewed and rendered a disposition for the amendment requests on January 2<sup>nd</sup>. The list of amendments submitted, along with the joint subcommittee disposition and voting records are provided in **Attachment E**. To date, one public comment has been submitted in response to the amendment requests, which has also been included in **Attachment E**.

Requested Action: Consider recommending approval of the FY20 Work Plan 3<sup>rd</sup> Quarter Amendments to the Wake Transit governing boards.

- 1) I-540 Bus on Shoulder Improvements
- 2) Early Project Development Activities for Commuter Rail
- 3) Project Development for Southern Bus Rapid Transit Corridor
- 4) Project Development for Western Bus Rapid Transit Corridor
- 5) Project Development for Northern Bus Rapid Transit Corridor
- 6) Route 20 – Garner Scope Modification

## **XII. FY 2021 Draft Wake Transit Work Plan**

*(Action Item: Bret Martin, CAMPO and Steven Schlossberg, GoTriangle, 45 minutes) Attachment F*

The TPAC and its assigned lead agencies are responsible for the development of all components of annual Wake Transit Work Plans. This includes:

- Annual Operating Budget;
- Annual Capital Budget;
- Multi-Year Operating Program;
- Multi-Year Capital Improvement Plan (CIP);
- Update of the Wake Transit Financial Plan and financial model assumptions;
- Operating Agreements; and
- Capital Funding Agreements

The TPAC is asked to review the work plan document in draft form and consider allowing staff to publish for public review and comment.

A number of modifications to the original programming of FY 2021 and subsequent year projects in the FY 2020 Adopted Wake Transit Work Plan were requested through the FY 2021 Work Plan development process. These modifications include scope, schedule and cost updates that result in notable impacts to the annual work plan. A summary of these modifications is provided as **Attachment F-1**. The TPAC review draft of the FY 2021 Draft Wake Transit Work Plan is provided as **Attachment F-2**.

Requested Action: Consider releasing the Draft FY 2021 Wake Transit Work Plan for public review and comment.

**XIII. Subcommittee Chair Reports** (Information Item, 15 minutes)

\*Chair and Vice Chair-elect until confirmed by the TPAC

Subcommittee	Budget & Finance	Planning & Prioritization	Public Engagement & Communications	Process
<b>Chair</b>	*Steven Schlossberg GoTriangle	*Bret Martin CAMPO	Bonnie Parker CAMPO	Tim Gardiner Wake County
<b>Vice Chair</b>	*Nicole Kreiser Wake County	*David Walker Raleigh	Mike Charbonneau GoTriangle	Ben Howell Morrisville
<b>Next Meeting</b>	1/16	1/28	1/23	1/28
<b>Time</b>	1:00-3:00pm	1:30-3:30pm	2:30-4:30pm	3:30-4:30pm

**XIV. Other Business**

- A. New/Old Business
  - a. Fare Working Group task list and fare projections follow up
  - b. Community Funding Area (CFA) program applications (Evan Koff)
- B. TPAC Discussion

**XV. Adjourn**

The next regular TPAC meeting is scheduled for February 12, 2020.

**Future meeting agenda items:**

- PE&C & Process Subcommittee elections and Work Task List
- CFA Program Selection Recommendations
- Review of Lead Agency Operating Guidelines
- Work Plan Public Engagement Update
- Wake Transit Vision Plan Progress Update
- Continued Discussion on Commuter Rail, as needed

*\*Please be advised this list may or may not include all items for information/discussion/action.*