

Attachment B

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

Minutes of the TPAC Regular Meeting • September 11, 2019

| Agency | Status | Name(s) | Agency | Status | Name(s) |
|----------------|------------|-------------------------------------|-------------|------------|----------------------|
| Apex | Voting (1) | Shannon Cox (Chair) | TPAC Admin | Non-Voting | Stephanie Plancich |
| CAMPO | Voting (2) | Shelby Powell, Bret Martin | NCDOT | Non-Voting | Joey Hopkins |
| GoTriangle | Voting (2) | Erik Landfried, Steven Schlossberg, | | | |
| Wake Co. | Voting (2) | Nicole Kreiser, Tim Gardiner | Raleigh | Guest | Andrea Epstein |
| Raleigh | Voting (2) | David Eatman, David Walker | Raleigh | Guest | Shavon Tucker |
| Cary | Voting (2) | Kelly Blazey, Kevin Wyrauch | CAMPO | Guest | Bonnie Parker |
| Fuquay-Varina | Voting (1) | Akul Nishawala | Garner | Guest | Gaby Lantos-Lawlor |
| Garner | Voting (1) | John Hodges | HDR | Guest | Bill Gilmore |
| Holly Springs | Voting (1) | | Cary | Guest | Christine Sondej |
| Knightdale | Voting (1) | | Wake Access | Guest | Anita Davis |
| Morrisville | Voting (1) | | Kimley-Horn | Guest | Mary Kate Morookian |
| Rolesville | Voting (1) | | GoTriangle | Guest | Mike Charbonneau |
| Wake Forest | Voting (1) | Jonathan Jacobs | GoTriangle | Guest | Juan Carlos Erickson |
| Wendell | Voting (1) | | GoTriangle | Guest | Eric Bergstraesser |
| Zebulon | Voting (1) | Michael Clark | GoTriangle | Guest | Kim Johnson |
| NC State U. | Voting (1) | | | | |
| RTP Foundation | Voting (1) | | | | Total 29 |

Meeting Attendance

I. Welcome and Introductions

TPAC Chair, Shannon Cox, welcomed all to the meeting. Three new employee introductions were made.

1. Gaby Lantos-Lawlor, Transportation Planner, was introduced by Garner
2. Andrea Epstein, Sr. Communications Specialist, was introduced by Raleigh
3. Eric Bergstraesser, Chief Operating Officer, was introduced by GoTriangle

II. Adjustments to the Agenda - None

III. General Public or Agency Comment - None

IV. Approval of Minutes

Stephanie Plancich, TPAC Administrator, presented the draft minutes from the 8/21/19 TPAC meeting, which were emailed to all TPAC members and made available on the CAMPO website.

MOTION: To approve the revised August 21, 2019 TPAC meeting minutes as presented. Motion by Bret Martin. Second by Shelby Powell. Passed Unanimously.

I. FY 2021 Wake Transit Work Plan Kick-off

Bret Martin, Wake Transit Program Manager, opened the FY21 Wake Transit Annual Work Plan kick-off presentation. He reviewed the development schedule; clarified which carryover project situations trigger the requirement to submit a Request Form; confirmed that all FY21 requests, even if already showing appropriated funds in future years, must have a submitted Request Form to officially be considered for FY21 inclusion; provided electronic and print copies of the updated funding Request Form with instructions (Attachment B); and

ensured that everyone is aware that the Request Form upload into SharePoint submission deadline is 4:00pm on Friday, October 18th, 2019.

TPAC members were asked to take the time to not only review their FY21 funding requests, but to also review future year (FYs 2022 and beyond) project cost estimates and schedules. It was explained that in FY20, the Wake Transit Work Plan was expanded from single-year allocations to including funding appropriations through the 2027 planning horizon. In doing so, the Work Plan became a multi-year, fiscally constrained, transit investment strategy that for all intents and purposes has allocated the full amount of estimated available funds through FY27.

Due to this enhanced level of long-range programming, all project sponsors should review their operations and capital project allocations for all programmed years and report through a submitted Request Form if there has been a change in funding or schedule requirements. For example: Did you receive a grant that will reduce the amount of Wake Transit funds needed, or did you complete a study that anticipates a higher funding need in future years?

Next, Steven Schlossberg with GoTriangle, presented on the current baseline funding assumptions for FY21 Work Plan budget development. His slides provided a comprehensive look at how revenue and expenditure projections were being calculated and highlighted that proposed expenditures are in alignment with the Wake Transit Plan and the four big moves.

Steven acknowledged that over the next few months, as more information comes to light, these projections will be updated. For example, BRT and CRT study results may impact the model, and any approved FY20 Work Plan amendments could affect financial availability, etc.

Mike Charbonneau with GoTriangle added comments about the types of stakeholder and public outreach conducted in support of the Annual Wake Transit Work Plan development process and that GoTriangle's planning efforts, including the publication of this year's public engage plan for the Work Plan is underway.

Received as Information

II. **Transit Survey Updates**

(Information Item – Erik Landfried and Mike Charbonneau, GoTriangle - 30 minutes)

Attachment C

a. Annual Ridership Survey – FY19 Results

Erik Landfried with GoTriangle provided a presentation highlighting the findings of the FY19 Customer Survey. He explained that there is now a long and short version of the survey. The long form is required to be administered every 3 years and drills down to satisfaction at a route level. The short form was created to be conducted in the off years to provide continuous customer feedback for GoTriangle, GoRaleigh, GoCary and GoDurham services.

Report Highlights:

Rider Age: 25-34 is the age group representing the highest ridership in the Triangle, which is well above the national average, but our 65+ ridership, at 5%, is well under. *It will be interesting to see if/how the implementation of 65+ ride free in FY19 impacts this statistic.

Employment: Data reveals that transit is an economic driver in the Triangle. 60% of riders work full or part time, and 20% are students training to enter the work force. Not surprisingly, our 20% student ridership is well over the 12% national average.

Vehicle at Home: 62% of regional riders reported not having a car available to them. However, looking at GoTriangle results alone, that number is greatly reduced due to the higher number of riders utilizing park and ride services for longer distance employment commuting purposes. These riders have a car but choose transit options to reach their final destinations.

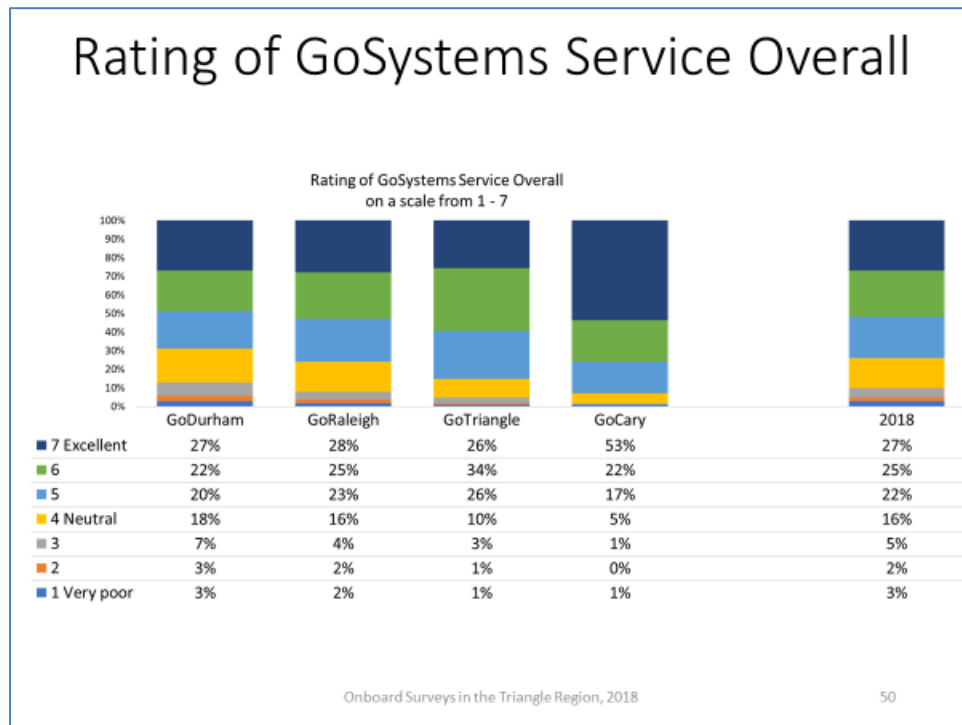
Frequency: In the Triangle, 42% of riders ride 4-5 days per week, 40% 6-7 days, and 18% ride 1-3 days.

Travel to the bus: 77% of riders walk to their bus stops, which is close to the national average of 81%.

Ride share usage: Riders were asked if they have used a rideshare option, like Uber or Lyft, in the past month. 56% said no, 11% said 1 time, 11% said 2 times, but 21% said 3 or more times. Of those that used a rideshare service, 72% of riders indicated that they have used it in place of a transit trip and 43% said they had used it in conjunction with a transit trip.

It was noted that these results lead to further investigation. For example: Why are people choosing a more expensive transportation option? Is it mainly for first & last mile commutes?

Overall Satisfaction: Regional results were very positive. 74% of riders report transit services operating in the Triangle as above average. 52% of those are rated very good (6) and excellent (7).



b. Annual Ridership Survey – FY 2020 Schedule

Mike Charbonneau provided an overview of the planning underway for the FY20 transit customer survey cycle. In short, the rider surveys are conducted by a consultant. The first round of interviews for FY20 will begin in Late October. Once the data collected is compiled and synthesized, it will be published in an annual report and released in late summer.

c. Progress Update on the Community Attitudinal Survey

An additional survey effort being launched by GoTriangle this fall, is a community attitudinal survey. This process will also be consultant managed, but differs greatly from the customer surveys discussed above. The method of survey will predominantly be done by phone in Wake, Durham and Orange Counties.

The attitudinal survey focuses on general community input, not on rider feedback. For example, it is being designed to determine baseline community knowledge of the Wake Transit Plan and transit investment strategy. In other words, it is assessing attitudes toward how the ½ cent sales tax revenue is being used.

By gauging attitude toward transit and the Wake Transit program of work, we will be able to see if public awareness and understanding grows over time and where efforts can be made to engage and educate the community more effectively.

Durham is a partner in the attitudinal survey effort and had to make significant planning adjustments when the light rail project was discontinued. As a result, it was determined that a survey on public attitudes toward transit systems and investment could be skewed if launched amidst large scale transit-related confusion and angst. To allow time for our partner agencies to settle, refocus and address public concerns, it was determined prudent to shift the launch of the survey from early 2018 to the fall and winter months of 2019.

Mike noted that he would provide the attitudinal survey list of questions to the TPAC before it goes to the public. Once complete and compiled, the TPAC will receive a results presentation.

Received as Information

NOTE: The complete TPAC meeting presentation, including Bret's, Steve's and Erik's slides, are posted at: <https://www.campo-nc.us/about-us/committees/wake-county-transit-planning-advisory-committee-tpac/archives>

III. **Subcommittee Chair Reports** – (Information Item, TPAC Chair – 15 minutes)

a. Budget and Finance (B&F)

Work continues on developing a framework for project appropriations monitoring. The purpose is to create a standardized process that will facilitate reviews of project performance to ensure projects are meeting scope and expenditure expectations. Subcommittee members will also be discussing federal funding assumptions and incorporating Fare Working Group information. Chair Nicole Kreiser assured the TPAC that lots of “Good, nerdy, financial work is happening.” The next meeting will be a joint meeting with the Planning and Prioritization (P&P) Subcommittee at 1:00pm on 9/19, Followed immediately by the regular B&F agenda.

b. Planning and Prioritization (P&P)

Three FY20 Work Plan amendment requests falling into the ‘Major’ amendment category were submitted. P&P members will review them and the associated financial disposition along with the B&F Subcommittee members on 9/19. They will hold their regular monthly meeting on 9/24 at 1:30pm where discussion will include a first look at the draft project appropriations monitoring framework as well as the FY21 Work Plan funding assumptions.

c. Process

At the next Process Subcommittee meeting on 9/27 at 9:30am, members will be reviewing a draft agreement template that addresses transit project implementation in the county's smaller

municipalities. Before the end of the year, the Subcommittee expects to receive and finalize the lead agency operating guideline worksheets.

d. Public Engagement and Communications (PE&C)

Bonnie Parker, PE&C Chair, will be emailing out the August Activity Roundup and Fall look ahead as we enter a very busy few months of outreach and engagement efforts. Try Transit events are scheduled for later in September. There are also four BRT-related meetings scheduled, and preparations for many October events, including the State Fair, are underway.

Bonnie reminded the TPAC members to make sure their Public Relations and Communications staff are aware of the PE&C meeting dates and that it is up to them to ensure their elected officials stay up to date on committee progress. Juan Carlos with GoTriangle also shared a brief update on GoCrew, a new training program for volunteer community members, to learn about local transit efforts and to be able to be speak with people at local events and for local groups. It is expected to be a very helpful program in meeting event staffing and engagement objectives.

IV. Other Business – (Information Item, TPAC Chair – 5 minutes)

a. New Business

a. As emailed and posted on the CAMPO website, three major amendment requests for the FY20 Work Plan were received from the City of Raleigh. The 30-day review and comment period began on September 6th. TPAC will consider the requests at its October 9th meeting.

b. A reminder was given that LAPP applications are due to CAMPO today, 9/11. During discussion, it was stated that several agencies were planning to submit materials before the end of day.

b. TPAC Member Discussion - None

c. Next Steps - None

V. Adjourn

The next TPAC Meeting is scheduled for October 9, 2019.