

WAKE COUNTY TRANSIT PLAN

Transit Planning Advisory Committee

Regular Meeting

August 21, 2019

CAMPO Administrative Offices, Conference Room A

9:30 AM – 11:30 AM

*NOTICE: If you are not a voting representative of a TPAC member agency, please use seating along the walls behind the table. If you desire to speak on anything that is not part of the agenda, you may do so during **Item III** on the agenda and **MUST** sign in on the General Public or Agency Comment Sign-In Sheet outside the board room. If you desire to speak on anything on the current agenda, 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 – 5 minutes)

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

IV. **Election of TPAC Vice Chair** – (Action Item – Stephanie Plancich, TPAC Administrator – 5 minutes)

Due to the resignation of the TPAC Vice Chair in June, a vacancy for this role exists for the remainder of calendar year 2019. The TPAC Administrator will take nominations and hold an election to fill the Vice Chair vacancy.

Requested Action: Accept nominations and elect a new TPAC Vice Chair for the remainder of calendar year 2019

V. **Subcommittee Work Task Lists and Confirmation of Planning & Prioritization Subcommittee Vice Chair** - (Discussion/Action Item – Stephanie Plancich, TPAC Administrator - 10 minutes) – **Attachment A**

The TPAC Subcommittee Operating Guidelines require each active subcommittee to develop two work task lists per year. Each TPAC subcommittee has developed a draft work task list that outlines proposed tasks to be completed from August of 2019 through January of 2020. The draft subcommittee work task lists are included as **Attachment A**. Further, due to the resignation of the Planning and Prioritization Subcommittee Vice Chair in June, the TPAC Planning and Prioritization Subcommittee held an election to fill this role at its June meeting. This election resulted in David Walker, a TPAC alternate voting member of the City of Raleigh, being selected for the role.

Requested Action: Consider approving the TPAC subcommittee August through January work task lists and confirming the election of the TPAC Planning and Prioritization Subcommittee Vice Chair

VI. Planning and Prioritization Subcommittee-Recommended Structure for Review of Work Plan Project Reporting Deliverables – (Discussion/Action Item – Bret Martin, CAMPO Staff - 15 minutes) – Attachment B

On its February through July work task list, the TPAC Planning and Prioritization Subcommittee was charged with developing a framework for compiling, summarizing, and reviewing reporting deliverables submitted quarterly by Wake Transit Work Plan project sponsors over the course of each fiscal year. The intent of the framework is to determine how the reported information will be used to inform decision making through the annual Wake Transit Work Plan development process. While the framework developed by the Planning and Prioritization Subcommittee addresses the summarization and review of all project reporting deliverables, special emphasis is given to the bus service metrics reported for bus service operations projects that will be evaluated against the Service Guidelines and Performance Measures adopted by the Wake Transit governing boards. **Attachment B** summarizes the framework developed by the Planning and Prioritization.

Requested Action: Consider endorsing the Planning and Prioritization Subcommittee-recommended structure for review of Work Plan project reporting deliverables

VII. FY 2021 Work Plan Development Schedule - (Information/Discussion Item – Bret Martin, CAMPO Staff - 10 minutes) – Attachment C

CAMPO staff will present the proposed schedule for the development of the FY 2021 Wake Transit Work Plan development process to set the stage for a Work Plan kickoff scheduled for September. CAMPO staff will also cover the FY 2020 Wake Transit Work Plan amendment and quarterly reporting schedule.

Requested Action: Receive as information and discuss, as necessary

VIII. Community Funding Area Program – FY 2021 Kickoff – (Information/Discussion Item – Bret Martin, CAMPO Staff – 15 minutes)

CAMPO staff will present an overview and schedule for the upcoming FY 2021 Community Funding Area call for projects and project selection process.

Requested Action: Receive as information and discuss, as necessary

IX. CAMPO Locally Administered Projects Program (LAPP) – FY 2021 Overview – (Information Item – Gretchen Vetter, CAMPO Staff – 10 minutes)

Gretchen Vetter, CAMPO LAPP Program Manager, will provide an overview of the FY 2021 LAPP development schedule, training and funding eligibility requirements, and competitive selection process and will discuss coordination opportunities between LAPP and the FYs 2020-2027 Wake Transit Capital Improvements Plan.

Requested Action: Receive as information

X. **Commuter Rail Alternatives Analysis Update** – (*Information Item – Katharine Eggleston, GoTriangle Staff – 15 minutes*)

Katharine Eggleston, GoTriangle Chief Development Officer, will provide an update on the ongoing pre-project development planning process for the commuter rail corridor from Selma to Mebane and will discuss next steps for the alternatives analysis scope of work and stakeholder engagement.

Requested Action: Receive as information

XI. **Wake Transit Vision Plan Update Schedule and Ongoing TPAC Updates** – (*Information Item – Bret Martin, CAMPO Staff – 15 minutes*)

CAMPO staff will provide an overview of the schedule for various tasks associated with the Wake Transit Vision Plan update, including for stakeholder and public engagement and ongoing TPAC updates and feedback opportunities.

Requested Action: Receive as information

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

- a. Budget and Finance
- b. Planning and Prioritization
- c. Process
- d. Public Engagement and Communications

XIII. **Other Business** – (*Information Item, TPAC Chair - 5 minutes*)

- a. New Business
- b. TPAC Member Discussion
- c. Next Steps

XIV. **Adjourn**

Upcoming Items to Note at July Regular TPAC Meeting (September 11th)*

- FY 2021 Wake Transit Work Plan Kickoff
- FY 2019 Transit Customer Survey Results

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