

## ATTACHMENT D



### **Transit Planning Advisory Committee Memorandum**

**From:** Chip Russell, Transportation Planning Advisory Committee Chair

**To:** Capital Area Metropolitan Planning Organization Executive Board  
GoTriangle Board of Trustees

**Re:** Agreement(s) for FY 17 Wake Transit Funds Transfer to GoTriangle

This memo shall document the expectations and parameters for an FY 2017 transfer of funds from the Triangle Tax District, Wake Operating Fund to GoTriangle for transit plan administration and preparation of future service delivery activities.

As directed by the Wake County Transit Governance Interlocal Agreement (ILA), all funds and transfers in the Wake County Transit Plan shall be managed by documentation and agreements detailing the expectations, roles and responsibilities of all parties. The structure and language of these agreements are currently being drafted by the Transportation Planning Advisory Committee and member agency legal staff. These agreements will not be ready in time for adoption of the FY 2017 Work Plan. However, agreements addressing the aforementioned expenditures will be developed to serve this role. For the purposes of satisfying the requirement that annual Wake Transit work plans contain supporting agreements until agreements can be developed, this memo details the FY17 transfers of expenditures and explains the expectations for each transfer of funds below:

#### **Transfer 1**

##### **\$100,000 for Preparation for FY 2018 Bus Service Roll Out**

Go Triangle shall have all authority to allocate and spend the funds associated with Transfer 1 at any time during FY 2017 to ensure efficient and coordinated rollout of bus service programmed in FY 2018. Go Triangle staff shall make its best effort to document spending in a way that will be consistent with the reporting requirements under development.



## **Transfer 2**

### **\$700,000 for Transit Plan Implementation Studies**

Go Triangle, in conjunction with the on-call transit planning services joint procurement parties, shall have all authority to allocate and spend the funds associated with Transfer 2 at any time during FY 17 to ensure efficient and coordinated delivery of planning products and studies. Management, decision-making and scopes of work on this task shall be communicated to the Transportation Planning Advisory Committee (TPAC) and coordinated with the Capital Area Metropolitan Planning Organization in its capacity as lead agency for sub-tasks of the studies. These studies are expected to continue and advance through

FY 2018. Go Triangle staff shall make its best effort to document spending in a way that will be consistent with the reporting requirements under development.

## **Transfer 3**

### **\$384,493 for new and existing staff**

#### **\$ 121,993 for existing GoTriangle Staff allocated to support the current level of service in Wake County**

Go Triangle shall have all authority to allocate and spend the funds associated with existing staff at any time during FY 2017 to ensure adequate staff resources allocated to continue to support current Wake County activities. Go Triangle staff shall make its best effort to document spending in a way that will be consistent with the reporting requirements under development.

#### **\$262,500 for potential additional staff to support implementation of the Wake County Transit Plan**

Go Triangle shall only allocate or spend funds associated with potential additional staff as directed by further action by the CAMPO Executive Board and the GoTriangle Board of Trustees. It is anticipated that discussions in December 2016 regarding GoTriangle's existing staff capacity will help finalize staffing needs, and this will be submitted to the Wake County Transit Planning Advisory Committee for review. Any agency that funds a position through these resources shall make its best effort to document spending in a way that will be consistent with the reporting requirements under development.