



Transit Planning Advisory Committee (TPAC)
Approved Meeting Summary/Minutes
July 20, 2016 – 9:00 AM – 11:00 AM
Capital Area MPO Administrative Offices

Voting Members/Alternates Present:

Chris Lukasina, Co-Chair, CAMPO; Saundra Freeman, Co-Chair, GoTriangle; Shelby Powell, CAMPO; John Tallmadge, GoTriangle; Nicole Kreiser, Wake County; Tim Maloney, Wake County; Ben Howell, Town of Morrisville; Kevin Lewis, Town of Rolesville; Ray Boylston, Town of Cary; Tim Bailey, Town of Cary; Shannon Cox, Town of Apex; Tansy Hayward, City of Raleigh; David Eatman, City of Raleigh; David Bergmark, Town of Wendell; Brad Bass, Town of Garner; Corey Liles, RTP; Chip Russell, Town of Wake Forest; Mark Matthews, Town of Fuquay-Varina; Kendra Parrish, Town of Holly Springs; Cathy Reeves, North Carolina State University

20 voting members/alternates present

Other Attendees:

Alex Rickard, CAMPO; Kenneth Withrow, CAMPO; Darcy Downs, GoTriangle; Joey Hopkins, NCDOT – Division 5; Bret Martin, CAMPO (TPAC staff); Matthew Burns, CAMPO; Jason Morgan, GoTriangle; Eric Lamb, City of Raleigh; Patrick McDonough, GoTriangle; Bob Baughman, HNTB; Mike Kennon, North Carolina State University

I. Welcome and Introductions – (TPAC Co-Chairs – 5 minutes)

Saundra Freeman opened the meeting and invited attendees to introduce themselves around the room.

II. Adjustments to the Agenda

Saundra Freeman asked TPAC members if there were any proposed adjustments to the agenda. Bret Martin explained that he only distributed the minutes for the June 20th meeting a day in advance, so there was no expectation of the TPAC taking action on the minutes. Mr. Martin stated that he did not finish the June 29th minutes.

III. Minutes From June 20 and June 29, 2016 Regular Meetings – (Action Item – TPAC Co-Chairs – 5 minutes)

Saundra Freeman asked the group to consider reviewing the newly produced June 20th minutes and tabling action until the next TPAC meeting.

IV. TPAC Bylaws – (Discussion Item/Possible Action Item – Bret Martin, CAMPO – 20 minutes)

- A. Updated Draft of Bylaws from July 6th Meeting ([Attachment A](#))
- B. Process Sub-Committee Recommendations ([Attachment B](#))
- C. Weighted Voting Adjustments ([Attachment C](#))

Saundra Freeman opened the item and turned it over to Bret Martin to present a follow-up to the TPAC's discussion of its bylaws. Mr. Martin pointed out changes made to the draft bylaws, including weighted voting, based on TPAC feedback from its last meeting. Mr. Martin then took and addressed questions from TPAC members.



John Tallmadge asked if Wake County's unincorporated population is growing or declining, with a concern that if it is declining, the three ILA parties' weighted votes may also decline. It was stated by Mark Matthews that it was growing but at a slower rate than Wake County municipalities. Chris Lukasina suggested that language could be added to hold Wake County and the other ILA parties harmless based on the weighted votes they each would get based on Wake County's existing population. John Tallmadge stated that he would be more comfortable if that change was made. It was determined that it would be dealt with should Wake County's unincorporated population begin to decline. Tim Bailey mentioned that a prior comment addressing TPAC attendance had not been incorporated. Modifications were suggested and substantially agreed upon by the TPAC after additional discussion among members.

Regarding weighted voting, Mr. Lukasina mentioned that he and Sandra received feedback from members agencies with concerns about the weighted voting as currently recommended. Mr. Lukasina suggested that the TPAC review the weighted voting structure again. He suggested the group think about adding one additional weighted vote for agencies providing funding for all-day fixed-route transit service. Mr. Lukasina explained the effect of the proposed weighted vote addition on potential voting blocks among transit providers versus agencies that are not transit providers and that no group would have greater than a 50% advantage. John Tallmadge mentioned that the proposal does not get at the root of the concerns expressed.

Sandra Freeman wanted to better understand the concerns of TPAC agencies that are not transit providers in response to this new weighted voting structure. It was expressed by some in the group that there might be a fear among transit providers that they could be losing control but that would not be the case. It was further expressed that the TPAC's weighted voting does not have that much impact given that its purpose is to make recommendations to governing boards that can overrule the TPAC and final decisions.

In evaluating the new proposal, some TPAC members expressed that adding one additional weighted vote for agencies providing funding for transit service was an acceptable compromise to give transit agencies the balance they deserve in the role they play and will plan in transit plan implementation. The group decided to incorporate the new proposal as a weighted voting structure option to consider against the others and bring it back for the next TPAC meeting.

V. Review of Sub-Committee Tasks – (Discussion Item – Bret Martin, CAMPO – 15 minutes)

Bret Martin presented a review of sub-committee responsibilities as charged by the TPAC and mentioned that the TPAC may want to consider reevaluation of responsibilities if needed, whether there is any unnecessary duplication of effort among sub-committees, and whether assignment of any other responsibilities is needed if something was left out. John Tallmadge mentioned that a communications/public outreach group may need to be considered a separate sub-committee of the TPAC. Shelby Powell mentioned that it had been discussed in the Process sub-committee that a communications/public outreach group could be a working group of that sub-committee. The group then discussed the interface between which sub-committees are responsible for which TPAC responsibility and specific agencies that are being recommended to be the leads on various TPAC responsibilities.

VI. Sub-Committee Chair Reports - (Information Item – TPAC Co-Chairs – 10 minutes)

Each Sub-Committee Co-Chair provided an update on the progress of their ongoing work products and upcoming tasks to meet Wake Transit Governance ILA deadlines.

VII. Other Business – (Information Item – TPAC Co-Chairs - 10 minutes)

A. New Business



- B. TPAC Member Discussion
- C. Next Steps

Saundra Freeman mentioned that the group should be getting clarification on the meaning of supplantation versus supplementation in relation to eligibility of use of the Wake Transit sales tax. Ray Boylston agreed with the need to figure out the applicability of that provision in State law. Bret Martin stated that GoTriangle should play a major role in determining how it will be applied given that it is the agency responsible for playing the regulatory role in governance.

Nicole Kreiser voiced a concern about an irregular TPAC regular meeting schedule conflicting with her ability to schedule sub-committee meetings. Tansy Hayward expressed concern that all of the sub-committees are meeting at the same time when there are TPAC members that would like to be involved in discussions occurring in more than one. Chris Lukasina mentioned that the sub-committee chairs should definitely consider meeting times that are not overlapping.

It was determined that the next TPAC meeting would be next Wednesday to continue discussion and possibly take action on the TPAC bylaws.

VIII. Adjourn

The meeting was adjourned at approximately 11:00 am.