

# GO FORWARD

A COMMUNITY INVESTMENT IN TRANSIT  
WAKE COUNTY

## Wake Transit Plan

Transit Planning Advisory Committee (TPAC)  
Regular Meeting  
September 19, 2018 – 9:30 AM – 12:00 PM  
Capital Area MPO Administrative Offices

*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 Speaks Out 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** – (Chip Russell, TPAC Chair)
- II. **Adjustments to the Agenda** – (Chip Russell, TPAC Chair)
- III. **General Public or Agency Speaks Out** – (Chip Russell, TPAC Chair – 5 minutes)

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

- IV. **Meeting Summary/Minutes from August 8, 2018 Regular Meeting** - (Action Item - Chip Russell, TPAC Chair – 5 minutes) – **Attachment A**
- V. **Public Engagement & Communications (PE&C) Subcommittee – Updated Work Task List** – (Discussion/Action Item – Adam Howell, TPAC Administrator, 5 minutes) - **Attachment B**

GoForward is designed to serve as an umbrella for funding initiatives for transit projects across the Triangle (currently in Durham, Orange & Wake Counties). The brand of GoForward was integrated into documentation and presentation materials starting in the Spring of 2018. The concept and brand were discussed by Board Members from both the CAMPO Executive Board and GoTriangle Board of Trustees, along with partner transit agencies and Wake County staff. The use of the brand for TPAC purposes was proposed in May 2018 on agenda documentation by the TPAC Administrator, at which time feedback was solicited on its use. Some TPAC voting members have asked to reengage the discussion on standards and usage of the GoForward brand on TPAC-related documentation. TPAC Chair & Vice Chair have asked that the PE&C Subcommittee be formally charged with this discussion on the subcommittee's current work task list, which is provided in **Attachment B**.

*Requested Action:* Consider endorsing the Public Engagement & Communications (PE&C) Subcommittee's updated Work Task List for August 2018 through January 2019.

# GO FORWARD

## A COMMUNITY INVESTMENT IN TRANSIT

### WAKE COUNTY

**VI. Guidelines for Eligibility of Wake Transit Funding for Locally Administered Planning - (Discussion/Action Item – Bret Martin, CAMPO Staff, 10 minutes) – Attachment C**

Following up on a task assigned by the TPAC for the Planning & Prioritization (P&P) Subcommittee, a discussion was held over multiple subcommittee meetings to develop a set of guidelines to help the P&P Subcommittee and TPAC determine eligibility of Wake Transit funding for locally administered planning projects proposed by project sponsors as part of annual Wake Transit Work Plan calls for projects. The proposed guidelines are divided into two (2) sections. The first section is a set of project sponsor procedures for submission of locally administered planning effort budget requests. The second section outlines TPAC review guidelines for locally administered planning effort funding requests. The P&P Subcommittee-recommended guidelines are provided as **Attachment C**.

Requested Action: Consider endorsing the Planning & Prioritization Subcommittee's recommended Guidelines for Eligibility of Wake Transit Funding for Locally Administered Planning Efforts.

**VII. Designation of Project Sponsor for BRT Project Corridors – (Information/Discussion Item – Bret Martin, CAMPO Staff, 15 minutes) – Attachment D**

The CAMPO Executive Board was designated as the appropriate authority for effectuating project sponsor designations for the Wake Transit Plan's bus rapid transit (BRT) project corridors. At the August 15<sup>th</sup> regular meeting of the CAMPO Executive Board, the Board unanimously took action to request that the City of Raleigh serve as a project sponsor for one or more BRT project corridors, or a combination thereof, that can be derived from the BRT study corridors assessed through the Wake Transit Fixed Guideway Corridors Major Investment Study (MIS). The decision was made in response to a memo produced by the contracted consultant for the MIS (Nelson\Nygaard) that recommends the City of Raleigh serve in this capacity based on several findings showing that the City is best positioned to lead the implementation of BRT projects envisioned in the Wake Transit Plan. This memo is provided as **Attachment D**.

The City of Raleigh officially accepted CAMPO's invitation on September 4<sup>th</sup>. It is anticipated that the MIS will provide enough information for the City of Raleigh, in cooperation with the MIS CTT, to demarcate one or more standalone BRT project corridors or preliminary locally preferred alternatives with logical termini, independent utility, and regional mobility benefits before a final project sponsor designation action is taken by the CAMPO Executive Board.

Staff will provide an update to the TPAC at its September 19<sup>th</sup> meeting on the status of and the anticipated schedule for finalization of the project sponsor designation.

Requested Action: Receive as information.

# GO FORWARD

## A COMMUNITY INVESTMENT IN TRANSIT

### WAKE COUNTY

**VIII. Wake Transit Community Funding Area Program Management Plan - (Information/Discussion Item – Bret Martin, CAMPO Staff, 15 minutes) – Attachment E**

The Community Funding Area (CFA) Program provides all CFA-eligible municipalities and organizations with an opportunity to leverage matching funds for local public transportation planning, operating and/or capital projects. The CFA Program Management Plan Core Technical Team (CTT) and CFA-eligible organizations have met multiple times through CTT meetings and special work sessions to develop the program management plan that will govern the CFA program, as well as lay out expectations for how the program should serve them throughout Wake Transit implementation efforts. Staff will provide an overview of the CTT-recommended CFA Program Management Plan and will present next steps for the program and the TPAC's consideration of the program management plan at the TPAC's October meeting. A draft of the CTT-recommended CFA program management plan is provided as **Attachment E**.

*Requested Action:* Receive as information.

**IX. Summer Public Engagement Recap - (Information Item – Liz Raskopf, GoTriangle Staff – 10 minutes)**

Summer Outreach for Wake Transit will continue through the month of September. GoTriangle communications staff, along with partner Lead Agency Staff from CAMPO and GoTriangle, as well as numerous TPAC members, are attending outreach events. GoTriangle Communications staff will provide a recap of the outreach that will help to inform the Wake Bus Plan deliverables. The TPAC can expect to review these deliverables at its October 2018 meeting.

*Requested Action:* Receive as information

**X. Wake Bus Plan Update - (Information/Discussion Item – Mary Kate Morookian, GoTriangle Staff – 15 minutes)**

The Wake Bus Plan has completed its third round of public outreach since the start of the study. Project Manager, Mary Kate Morookian, will present a status update overview of the current progress of the Wake Bus Plan; which deliverables remain for TPAC, partner agency, and Wake Transit Governing Board approvals; and how the public feedback from the public, as well as TPAC voting member organizations and stakeholders, will be considered to finalize the first successful Wake Bus Plan.

*Requested Action:* Receive as information

# GO FORWARD

A COMMUNITY INVESTMENT IN TRANSIT  
WAKE COUNTY

**XI. Fixed Guideways Major Investment Study Update – Concurrence Policy/Process – (Information Item – Bret Martin, CAMPO Staff; – 15 minutes)**

The proposed concurrence policy/process identifies roles and responsibilities of various organizations that will be invited to participate in informing or making key project-specific decisions throughout the implementation of major capital projects funded with Wake Transit Revenues. The concurrence policy/process identifies potential sequential decision points to be made throughout project development and subsequent phases for major capital projects and establishes triggers for the applicability of the policy/process to projects, as well as for the inclusion of organizations at specified levels of participation. The concurrence policy/process provides an opportunity for agencies to make compromise-based decisions at key milestones throughout project development and project implementation and to pledge to abide by said decisions that cumulatively inform later decisions. Staff will provide a high-level overview and will report on the status of the concurrence policy/process at the TPAC's September meeting.

*Requested Action:* Receive as information.

**XII. Kickoff of FY 2020 Wake Transit Work Plan Development - (Information Item – Bret Martin, CAMPO Staff; Steven Schlossberg, GoTriangle Staff – 25 minutes) – Attachment F**

Staff from CAMPO and GoTriangle, the lead agencies responsible for all components of annual Wake Transit Work Plans, will kick off the FY 2020 Wake Transit Work Plan development process at the TPAC's September meeting. The kickoff presentation will include schedules for project submissions from project sponsors, logistics for project review by TPAC subcommittees, and estimated revenue and expenditure capacity assumptions that formulate the anticipated funding available for FY 2020 operating and capital projects.

*Requested Action:* Receive as information.

**XIII. Subcommittee Chair Reports – (Information Item – Chip Russell, TPAC Chair – 10 minutes)**

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

**XIV. Other Business – (Information Item – Chip Russell, TPAC Chair - 5 minutes)**

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

# GO FORWARD

## A COMMUNITY INVESTMENT IN TRANSIT WAKE COUNTY

**XV. On-Call Transit Planning Services Task Status Updates** – *(These items are provided as written updates to provide the TPAC with updates on project progress. If there is any point you would like to discuss, please bring it to the attention of the Chair during ‘Other Business – TPAC Member Discussion’) – Attachment G (Available at the Meeting and posted to TPAC website after meeting)*

- a. Public Engagement Policy – *(Bonnie Parker, CAMPO Staff)*
- b. Community Funding Area Program Management Plan – *(Shelby Powell, CAMPO Staff)*
- c. Multi-Year Bus Service Implementation Plan – *(Mary Kate Marookian, GoTriangle Staff; Bret Martin, CAMPO Staff)*
- d. Transit Corridors Major Investment Study – *(Patrick McDonough, GoTriangle Staff; Bret Martin, CAMPO Staff)*
- e. Transit Customer Surveys – *(Juan Carlos Erickson, GoTriangle)*

**XVI. Adjourn**

### **Upcoming Items to Note at October TPAC Meeting (10/10/18)\***

- Public Engagement Policy
- Wake Bus Plan Document Deliverables
- Community Funding Area Program Management Plan - Action

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