

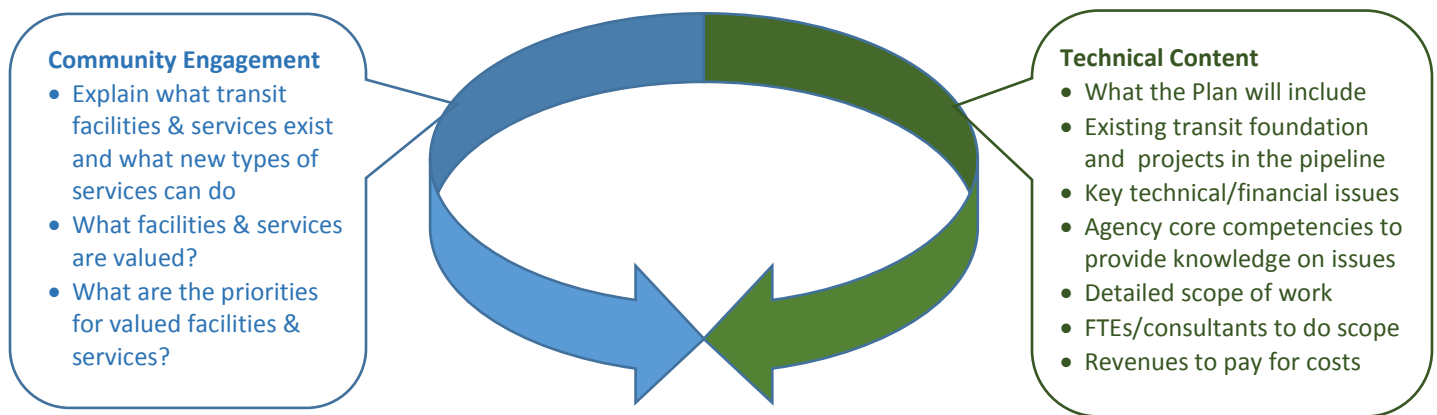
## INITIATING THE DURHAM TRANSIT PLAN: 7 KEY NEAR-TERM ACTIONS

JULY 1, 2019

The framework for the Durham County Transit Plan update is designed to accomplish 6 main things:

1. Establish a true collaboration, with leadership from both Durham County and Durham City; technical work by a core group of public agencies; and meaningful engagement by key asset partners and stakeholders
2. Closely align the Transit Plan with the City-County Comprehensive Plan
3. Closely coordinate the Durham Transit Plan with transit plan updates in both Wake and Orange Counties
4. Strengthen the foundation and improve the quality of existing bus service
5. Use a “core competencies” approach to leverage experience, expertise, and demonstrated results from public agencies, with everyone at the table every step of the way
6. Make responsibility and accountability clear for engagement and technical content activities

The Transit Plan has two main components, community engagement to identify and prioritize values and technical content to provide information to both inform community engagement and make transit infrastructure and service investments that serve community values.



To initiate the Transit Plan work, and provide a foundation for on-going success, 7 key actions are planned, starting immediately. These are summarized below, along with an initial schedule (to be updated):

Key Action (X = board action)		JUL	AUG	SEP	OCT	NOV	DEC	2020 →
1	Communicate Relentlessly (City, County, MPO, GoTriangle)							
2	Revise Governance Agreements				X			
3	Prepare Conditions Assessment (existing & pipeline services)							
4	Create Information & Events for Community Engagement							
5	Develop Detailed Scope of Additional Technical Work							
6	List Agency “Core competency” Staffing for Additional Work							
7	Identify Revenue Sources and Amounts for Staff & Consulting							

Community engagement will be synched with the Durham Comprehensive Plan consultant work.

The technical work is beginning now using existing staff and data resources in the partner agencies to inform the initial community engagement. Key Action #5 in the table above is to determine the additional tasks needed to build on our existing foundation of transit, land use and related expertise and experience.

## FRAMEWORK SUMMARY AND OUTLINE OF RESPONSIBILITIES

The matrix below outlines responsibilities under three major activities: Plan engagement, Plan technical content and transit tax revenue governance and administration. The matrix summarizes the purpose and roles for each activity; detailed tasks, staffing and timelines for each should be quickly developed.

<i>Activity</i>	<i>Purpose</i>	<i>Roles</i>	<i>Notes</i>
<b>Transit Plan Engagement</b> <ul style="list-style-type: none"> <li>Elected Officials <ul style="list-style-type: none"> <li>City</li> <li>County</li> <li>MPO</li> <li>GoTriangle</li> </ul> </li> <li>Community Stakeholders</li> <li>Asset Partners</li> </ul>	<p>Elected officials provide a clear charge to the Content Team, guiding principles related to interests such as transparency and accountability, and expectations concerning schedule and products.</p> <p>Larger stakeholder group aligned with Comprehensive Plan.</p> <p>Asset Partners own or manage land, infrastructure and transit assets.</p>	<p>Systematic engagement with chief elected official or board chair, agency manager, and at each <b>regular MPO Board, GoTriangle Board and Joint City-County Committee meetings</b>.</p> <p>Community Stakeholders aligned with Comprehensive Plan (City-County Planning lead) and involving groups such as Coalition for Affordable Housing &amp; Transit, Durham CAN, Inter-neighborhood Council, Durham Chamber, DDI and other groups active in the LRT project.</p> <p>Asset Partners are contacted early in the process to explain the Plan and how it will be developed, encouraging them to actively participate in the stakeholder process. Examples include Anthony Scott (DHA), Stelfanie Williams (Duke), Henry McCoy (NCCU), Bill Ingram (Durham Tech), Scott Levitan (RTP), Michael Landguth (RDU), Scott Saylor (NCRR), Julius Monk (DPS) ...</p>	<p>Same information supplied to all four partners at the same time.</p> <p>Engagement consultant work aligned with Comprehensive Plan engagement.</p>
<b>Transit Plan Technical Content</b> <ul style="list-style-type: none"> <li>City-County Planning Department</li> <li>Durham County</li> <li>Durham City Transportation</li> <li>DCHC MPO</li> <li>GoTriangle</li> <li>NC DOT</li> <li>Triangle J COG</li> </ul>	<p>“Worker Bees” who undertake specific scoped tasks and deliverables funded by Durham Transit Tax Revenues.</p> <p>Key initial task is to develop a clear, detailed scope describing work to be undertaken, deliverables and schedule</p>	<p><b>Chaired by City-County Planning Department.</b> Staff need to be able to commit organization’s time and effort and be accountable for results. Examples of agency focus include:</p> <ul style="list-style-type: none"> <li>Durham City Transportation Department (transportation planning; multi-modal access, local projects, ROW and assets).</li> <li>Durham County (transit strategic direction)</li> <li>GoTriangle (transit operations &amp; engineering, (including design &amp; ROW details from LRT project); plan/project revenues and costs (based on existing spreadsheet); CRT project and BRT MIS information.</li> <li>DCHC MPO (transit analysis: Streetlight data, ridership modeling, SPOT scoring)</li> <li>NCDOT (state projects, ROW and assets)</li> <li>Triangle J COG (land use/affordable housing; regional growth; GIS)</li> </ul>	<p>Any consultant services can be contracted by any of the parties and guided by the content team.</p> <p>Synthesis of the 3 County Transit Plans could be modeled on the joint MPO MTP effort.</p>
<b>Transit Tax Finance &amp; Governance Administration</b> <ul style="list-style-type: none"> <li>Durham County</li> <li>DCHC MPO</li> <li>GoTriangle</li> </ul>	<p>Oversight of spending on Transit Plan activities; task progress by Content Team; tax district financial information.</p>	<p>Either County or MPO can lead financial and progress reporting to elected and appointed boards. Ensure all parties receive same information at same time.</p> <p>Detailed financial reporting from GoTriangle as Tax District Administrator.</p> <p>MPO staff might handle detailed activity tracking similar to quarterly UPWP reporting.</p>	<p>GoTriangle is the Tax District Administrator (fiscal agent).</p> <p>MPO role can be similar to annual UPWP role and SWG role.</p>