



## Town of Apex Transit Advisory Committee

Regular Meeting Minutes

January 13, 2021

Virtual Teams Meeting

### Meeting Purpose

The purposes of this meeting were to: (1) approve meeting minutes from the October 21, 2021 meeting; (2) provide an update on the Affordable Housing Plan; (3) provide an update on proposed amendments to the 2045 Future Land Use Map (FLUM); (4) provide an update on the Transportation Demand Management Planning Grant; (5) provide updates on GoApex Route 1; (6) provide updates on the ADA Policy and Paratransit Application; (7) share brief updates on the GoCary Apex-Cary Express (ACX), the autonomous shuttle presentation, the Wayfinding Signage Program, the new Long Range Transit Planner position, a Capital Improvement Program request, and a transit oriented development grant opportunity; and (8) discuss next steps in transit planning and service projects.

### Meeting Outcomes

Town staff will: (1) continue work on GoApex Route 1 bus stop design and construction; (2); continue working on developing a ADA policy and paratransit application; (3); continue coordination with GoCary and GoTriangle on the Apex Cary Express and Route 305; and (4) coordinate a field trip to ride Route 305 and ACX.

### Attendees

Committee members:

- Linda Barrett
- Laura Brain
- Nick Bryant
- Amanda Bunce
- Joanna Helms
- Kurt Pfeifer
- Angela Reincke
- Stuart Wagner
- Andrew Werking

Staff support:

- Allyson Coltrane (Town of Apex Planning)
- Shannon Cox (Town of Apex Planning)
- Jenna Shouse (Town of Apex Planning)

### 1. Meeting Minutes

*(Action Item: Jenna Shouse, Town of Apex)*

- Nick Bryant made a motion to approve the October 21, 2020 meeting minutes.
- Andrew Werking seconded the motion to approve the October 21, 2020 meeting minutes.
- The motion was unanimously approved by the Committee.

### 2. Affordable Housing Plan Update

*(Information Item: Shannon Cox, Town of Apex)*

- Staff shared updates on the Affordable Housing Plan and noted that the plan does include a goal to “Connect affordable housing development with transit service, transportation infrastructure, and amenities.



- A public presentation of the Draft Affordable Housing was held virtually on December 17th. A public hearing for potential plan adoption was held for the Planning Board on Monday, January 11<sup>th</sup> with a vote on Wednesday, January 13<sup>th</sup>. A Town Council public hearing is scheduled for Tuesday, January 26<sup>th</sup> at 6pm.
- *Committee Discussion:*
  - *Comment that the Broadstone Walk Apartments, a new affordable housing development has been approved to move forward*
    - *Staff responded that the Town Council has approved local funding to fill the gap to cover what the developer needs to make available for affordable housing and funding that Wake County can contribute.*
    - *Staff responded that both GoTriangle's Route 305 and GoApex Route 1 will serve that area.*

### **3. Future Land Use Map – Proposed Amendments**

*(Information Item: Shannon Cox, Town of Apex)*

- Staff shared that the Planning Committee of Town Council asked staff to look at transit routes and identify potential amendments to the 2045 FLUM supportive of transit.
- A public workshop will be held on January 19<sup>th</sup> at 6pm to present amendments and seek public comment.
- Public hearings are scheduled for February 8<sup>th</sup> and February 9<sup>th</sup> before the Planning Board and Town Council, respectively.
- *Committee Discussion:*
  - *Land use was considered in planning the route and bus stops for GoApex Route 1.*
  - *Committee generally supports the idea of land use map changes to support transit routes.*

### **4. Transportation Demand Management Planning Grant**

*(Information Item: Allyson Coltrane, Town of Apex)*

- Staff shared that TDM grant is a part of a regional program administered by TJCOG with funding sources coming from NCDOT and CAMPO.
- Regional funding for the FY22 year has been secured and the application process should begin in February.
- Apex will focus on GoApex Route 1 for the first year of the TDM program and expand to include more commute modes over time.

### **5. GoApex Route 1 Updates**

*(Information Item: Jenna Shouse, Town of Apex)*

- Staff shared that the second round of comments from NCDOT have been received.
- The second round of environmental documents have been submitted and require one minor change.



- Staff shared that we are still pursuing license agreements. Staff has been in contact with Wake County Schools and Olive Chapel Professional Park. While no agreements have been made there has been discussion to move forward.
- Staff has not been able to get into contact with the property owner of Beaver Creek Crossings. Staff plans to send a letter stating that the Town will move forward without installation of the stop.
- Staff shared that operations scheduled to begin in late summer or early fall depending on license agreements and bus stop construction.
- *Committee Discussion:*
  - *Question of whether removal of the new Beaver Creek Crossing internal stop could impede funding.*
    - *Staff shared that it is not anticipated removal of one stop would impede funding, but this would be confirmed before a decision is made.*
    - *Waiting to hear back from the property owner could delay construction of the bus stops. All licensing agreements would need be completed before any construction could start.*
  - *Question of whether the stop could be brought back at a later time.*
    - *It would have to be done as a separate project.*
  - *Question of whether the property owner is aware that the stop would be removed.*
    - *Staff noted that the next step would be to send out a letter to inform the owner that the stop would be removed. In addition to letting the owner know that the Town would not take responsibility of maintenance for the current bus stops at Beaver Creek Crossings.*
  - *Question of whether the Town have any leverage to get a response from the property owner.*
    - *Staff shared that the letter would be used as leverage to a response from the property owner.*
  - *Question of whether there has been any thought about reaching out to the tenants of Beaver Creek Crossings*
    - *Staff will confirm that we can reach out to tenants, along with sending the letter to the property owner.*
  - *Committee supports the idea of removing the stop after all attempts have been made to get into contact with property owner.*
  - *Committee hopes that start date will fall in line with Peak Fest for promotion.*

## **6. ADA Policy and Paratransit Application**

*(Information Item: Allyson Coltrane, Town of Apex)*

- Staff shared that the GoApex Route1 paratransit service would be provided by GoWake Access.
- Staff shared that the ADA plan was modeled after ADA regulations that has an overview of the Town's ADA application the qualifications for it, reservations, no shows and hearings that address eligibility and suspension from service.



- Staff shared that the public hearing committee would be comprised of GoWake Access staff, Town of Apex Staff and at least one transit advisory committee member.
- Staff informed committee that based on comments from today's meeting, staff would bring a revised ADA policy and application to the April meeting for review then submit to Town Council for approval in May.
- *Committee Discussion:*
  - *Question of whether the ADA application could be written in plain language so that individuals with disabilities may be able to complete it independently*
    - *Staff will review and make changes*
    - *Staff to discuss offering assistance to complete ADA application with GoWake Access*

## 7. Brief Updates

*(Information Item: Jenna Shouse, Town of Apex)*

- GoCary Apex Cary Express (ACX)
  - Staff noted that the ACX service started on Monday, January 4<sup>th</sup>, with three stops: Compare Foods Park and Ride on S. Hughes Street, Salem Street at Hunter Street, and the Cary Depot.
  - Staff asked if the committee is interested in a coordinated trip to ride both the ACX and Route 305.
  - *Committee Discussion:*
    - *Request for a large, laminated copy of the ACX map for posting in downtown.*
    - *Question of what is the frequency on this route*
      - *Staff noted that it is every hour.*
    - *Committee members are interested in a field trip to ride the 305/ACX.*
    - *Committee recommended bringing Communication staff along on the ride to capture a video for social media.*
    - *Committee requested ridership information once available.*
- GoTriangle 305
  - Staff noted the possible work plan amendment to expand service to all day and weekends. A decision will be made in February.
- GoTriangle 311
  - Staff noted that route 311 is out of service due to COVID-19 and is anticipated to resume in April 2021, but this is subject to change.
- Apex Transfer Center
  - Staff noted that GoTriangle recently submitted a LAPP application for the Apex Transfer Center. This project includes bus stop and sidewalk improvements and would be located at the new Town Inspection Facility planned on N. Mason Street.
  - Staff noted that this project scored the highest in the transit category and has been recommended for funding.
  - *Committee Discussion:*



- *Question of whether there would be a discussion of moving the transfer center closer to the Old Raleigh Road.*
  - *Staff noted that a multimodal transfer center is still anticipated at NC 55 and S. Salem Street. This would be timed to coordinate with the Highway 55 widening project.*
  - *Staff noted there could be bus stop improvements near Old Raleigh Road in the future based on ridership.*
- **Wayfinding Signage Program**
  - Staff noted sign location planning, message scheduling and design development are underway. Next steps include a field review to take photos of where each sign locations will be.
  - Staff noted that the 30-day public comment period just ended and staff is working through the comments.
  - Wayfinding includes vehicular directional signage to park and rides and pedestrian signage to transit stops.
- **Downtown Design Project Update**
  - Staff shared that the project has just begun and will accomplish 3 of the top 10 goals from the downtown plan: Transform the Salem streetscapes, Energize the alleys, and add a net gain of 200 parking spaces within a 5-minute walk of downtown.
  - Focus group meetings have been scheduled. One is focused on multi modal transportation; regional transit agencies have been invited to have a transit perspective.
    - *Committee Discussion:*
      - *Question of where the parking deck would fit into the downtown design project.*
        - *Staff noted that the recommendation was to not move forward with a parking deck at this time based on parking inventory that was completed.*
- **North Carolina Department of Transportation: Transit Oriented Development Planning Project**
  - Staff shared that this project will discuss expanding passenger opportunities on the S Line. The town will be participating and will involve the committee as the project moves forward.
    - *Committee Discussion:*
      - *Question of whether there are preliminary ideas on how to get CSX to move elsewhere?*
        - *Staff noted that it is likely to be a continuing conversation as this plan moves along as well as outside of the plan.*
      - *Question of whether the S Line can get a new station in the New Hill area.*



- *Staff noted that the study in Apex will focus on a downtown station and a feasibility analysis around the Veridea station, consistent with our Transit Plan map.*
- Community Development Block Grant
  - Staff shared that this is a program through Wake County that focuses on neighborhood revitalization in low and moderate income communities.
  - Staff shared that a letter of interest has been submitted to install bus stop amenities adjacent to low and moderate income housing developments and pedestrian facilities to access the James St bus stop.
  - Staff noted that funding may be divided into two phases.
  - Staff is working with Wake County to determine if it meets HUD requirements and will know if application has been approved in February.

## **8. Next Steps**

*(Information Item: Jenna Shouse, Town of Apex)*

- Future Land Use Map Workshop – January 19, 2021
- Affordable Housing Plan Public Hearing – January 26, 2021
- CDBG Grant Decision – February 2021
- Begin GoApex bus stop construction – anticipated Spring 2021
- GoTriangle Route 305 Expansion – anticipated April 2021
- Begin GoApex Route 1 – anticipated late Summer / Fall 2021
- Next meeting - April 14<sup>th</sup> at 4pm