

Transit Advisory Committee (TAC)

January 2020 Meeting – **CANCELLED**



Town of Apex Transit Advisory Committee

Special Meeting Minutes

April 22, 2020

Virtual Teams Meeting

Meeting Purpose

The purpose of this meeting was to: (1) present and request a recommendation of approval for Transit Plan Map amendments to GoTriangle Route 305, GoTriangle Route 311, Future GoCary Holly Springs Express, and Future GoApex Route 1; (2) set a meeting schedule and adopt the proposed Rules of Procedure; (3) provide funding updates on GoApex Route 1; and (4) discuss next steps in the Transit Plan Map amendments and GoApex Route 1.

Meeting Outcomes

Town staff will: (1) present the recommended Transit Plan Map amendments to Planning Board and Town Council; (2) update the Rules of Procedure with the recommended quarterly meeting schedule; and (3) move forward with the LAPP process to complete bus stop construction.

It was anticipated during the meeting that the next meeting would be held on July 8, 2020 at 4:00 pm, but the schedule has been updated and the meeting will now be held on July 22, 2020 at 4:00 pm.

Attendees

Committee members:

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

Staff support:

- Shannon Cox (Town of Apex Planning)
- Jenna Shouse (Town of Apex Planning)
- Russell Dalton (Town of Apex Public Works & Transportation)
- Christopher Welch (Town of Apex Legal Services)

Transit partner support:

- Jennifer Green (GoTriangle)
- Kevin Wyrauch (Town of Cary)

1. Transit Plan Amendments

(Action Item: Jenna Shouse, Town of Apex)

- Staff presented proposed Transit Plan Map amendments to GoTriangle Route 305, GoTriangle Route 311, Future GoCary Holly Springs Express (Proposed Apex-Cary Express), and GoApex Route 1.
- The purpose of these proposed amendments is to provide a direct transit connection from Holly Springs to Raleigh, while maintaining transit connections from Apex to Cary, Holly Springs, Raleigh, and the Research Triangle Park. Additionally, these four routes have been designed to meet in downtown Apex to facilitate transfers between routes, serve existing park and ride locations, and serve areas with high propensity to use transit.
- GoTriangle Route 305 (Holly Springs to Raleigh) Proposed Amendment:
 - Extend route to Holly Springs and serve Laura Duncan Road rather than Old Apex Road as it has a higher propensity for transit.



- Correct a map labeling issue with Existing Route 311 and Existing Route 305.
- Staff presented two route alternatives for Route 305, a proposed alignment and an alternative alignment. The proposed alignment would eventually provide all-day service to the Cambridge Village / Walmart / proposed affordable housing development and the alternative alignment would eventually provide all-day service along a section of S Salem Street.
- Staff presented pros and cons to the proposed and alternative alignments.
- GoTriangle Route 311 (Apex to Research Triangle Park) Proposed Amendment:
 - Remove service to Lake Pine Plaza. GoTriangle Route 305 will continue to provide this service.
 - Reroute through downtown Apex to facilitate transfers at the S Hughes Street Park and Ride and S Salem Street.
- GoCary Holly Springs Express (Proposed Apex-Cary Express) Proposed Amendment:
 - Remove the portion of the previously proposed Holly Springs Express from Apex to Holly Springs as this will be served by GoTriangle Route 305.
 - The Apex-Cary Express will provide service from downtown Cary to downtown Apex.
- GoApex Route 1 Proposed Amendments:
 - Reroute through Beaver Creek Crossings to provide a westbound stop in this area.
 - Reroute along N Salem Street and Hunter Street to provide additional service to downtown Apex. The Town's Long Range Plan shows a local route using Hunter Street. The proposed rerouting would only lose one stop on Apex Peakway that would not have a nearby stop.
 - Reroute through downtown Apex to provide a stop at the Depot and avoid on-street parking impacts on S Salem Street at the intersection with E Chatham Street. This change would remove a stop on E Chatham Street at S Hughes Street.
- Staff presented a temporary GoApex Route 1 layover Location on Hunter Street, adjacent to Town Campus. This is not part of the proposed Transit Plan Map amendments.
- *Committee Discussion:*
 - Question of whether the on-street spaces would be marked as GoApex Bus Only or if they would be available for the public at certain times.
 - Staff response: GoApex Route 1 is proposed to operate Monday-Saturday 6:00am-10:00pm. The on-street parking spaces will need to be available to serve as a layover location for approximately 10 minutes every hour during this period. These spaces would be marked as GoApex Bus Only to ensure their availability.
 - Unanimously recommended approval of the proposed amendments to revise the Town of Apex Transit Plan Map as proposed.
 - GoTriangle Route 305 (Proposed Alignment)
 - GoTriangle Route 311
 - Apex-Cary Express (Formerly Route Holly Springs Express)
 - GoApex Route 1



2. Rules of Procedure

(Action Item: Jenna Shouse, Town of Apex)

- Staff summarized the proposed Rules of Procedure and presented a proposed meeting schedule.
- *Committee Discussion:*
 - Unanimously adopted the proposed Rules of Procedure with the following meeting schedule.
 - 4:00pm on the second Wednesday of every quarter
 - Meetings in January, April, July, and October

3. Transit Funding Updates

(Information Item: Shannon Cox, Town of Apex)

- Staff shared that the Town has been awarded LAPP funding for GoApex Route 1 bus stop construction.
- The Wake Transit Planning Advisory Committee recommended approval of the GoApex Route 1 Capital and Operating funding application.
- GoApex Route 1 Transportation Demand Management grant application is pending. Staff anticipate an award notification on May 15th.
- GoApex Route 1 and Route Apex-Cary Express are anticipated to move forward as proposed. GoApex Route 1 is anticipated to start service in Spring 2021. Route Apex-Cary Express is anticipated to start service later this year.
- The extension of GoTriangle Route 305 to Holly Springs is anticipated to begin later this year. The expansion of GoTriangle Route 305 to an all-day and weekend service is anticipated to be delayed until approximately January 2021 (subject to change) due to a reduction in sales tax revenue associated with COVID-19.

4. Next Steps

(Information Item: Jenna Shouse, Town of Apex)

- Planning Board Public Hearing – May 11
- Town Council Public Hearing – May 19
- Begin Apex-Cary Express service – July 2020
- Extend Route 305 to Holly Springs – August 2020
- Begin bus stop construction – Fall 2020
- Next meeting on July 22, 2020
- Review of local routes on the Transit Plan Map



Town of Apex Transit Advisory Committee

Special Meeting Minutes

July 22, 2020

Town Hall and Virtual Teams Meeting

Meeting Purpose

The purposes of this meeting were to: (1) approve meeting minutes from the April 22, 2020 meeting; (2) provide an informational presentation on autonomous shuttles; (3) present an approved Transit Plan map amendment to remove a future bus/rail transit center; (4) provide updates on GoApex Route 1; (5) present the Planning Committee of Town Council's interest in incorporating transit-supportive land uses into the Future Land Use Map; (6) present updates on the Wake Transit Vision Plan; (7) present updates on the Wayfinding Signage Program; (8) share brief updates on compensation for members, the new Long Range Planning position, and GoTriangle and GoCary service changes; and (9) discuss next steps in transit planning and service projects.

Meeting Outcomes

Town staff will: (1) follow up on autonomous shuttle questions raised during the meeting; (2) obtain GoCary ridership data since the start of COVID-19; (3) continue coordination with GoCary and GoTriangle on the Apex Cary Express and Route 305; (4) share opportunities for public input on the Wake Vision Plan and Town of Apex Affordable Housing Plan; (5) continue work on GoApex bus stop design and construction; and (6) gather updated information on Wake Transit tax revenue.

Committee members will complete the Wake Transit Vision Plan online survey and the Town of Apex Affordable Housing Plan online survey.

Attendees

Committee members:

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

Staff support:

- Shannon Cox (Town of Apex Planning)
- Russell Dalton (Town of Apex Public Works & Transportation)
- Jenna Shouse (Town of Apex Planning)
- Ann Stephens (Town of Apex Police)

Guest Speaker:

- Ashley Thompson (Stantec)

1. Meeting Minutes

(Action Item: Jenna Shouse, Town of Apex)

- Nick Bryant made a motion to approve the April 22, 2020 meeting minutes.
- The motion was unanimously approved by the Committee.



2. Autonomous Shuttle Presentation

(Information Item: Ashley Thompson, Stantec)

- Ashley Thompson, an Urban Designer and Smart Mobility Specialist with Stantec's Smart Mobility gave a presentation on autonomous vehicles.
- *Committee Discussion:*
 - *Interest in integrating autonomous transit into our Transportation Plan.*
 - *Interest in possibly integrating this into the circulator, a service beyond downtown Apex.*
 - *Question of how the cost of autonomous vehicles compares to standard vehicles.*
 - *Guest Speaker noted that the cost between the two varies.*
 - *Question of whether there are standards or regulations for autonomous vehicles at the federal level.*
 - *Guest Speaker noted that the laws and policies vary and there is no federal regulation. She also noted that there is an industry-led effort to establish a standard.*

3. Approved Transit Plan Map Amendment: Removal of Future Bus/Rail Transit Center

(Information Item: Shannon Cox, Town of Apex)

- Staff provided an update on the proceedings of the public hearings for a Transit Plan Map amendment to remove the future Rail and Bus Transit Center adjacent to South Salem Street between Apex Barbecue Road and NC 540.
- Staff recommended approval of the amendment for three key reasons:
 - The future rail stations shown on the Transit Plan Map were originally proposed for light rail and are too close together for commuter rail.
 - Both existing and planned future land use densities surrounding this proposed station do not support commuter rail.
 - There are substantial design constraints to constructing and operating a station in this location.
- Town Council unanimously approved the proposed amendment.

4. GoApex Route 1 Updates

(Information Item: Jenna Shouse, Town of Apex)

- Staff provided an update that Town Council approved the proposed Transit Plan map amendment that was presented during the April 2020 Transit Advisory Committee meeting.
- The Transit Circulator Study, an implementation study for GoApex Route 1, is complete and available on the [Town of Apex](#) website.
- The Selection Committee for the Transportation Demand Grant recommended an award of approximately \$64,000. There are currently legislative restrictions on the funding. These funds will be used to market the new transit route and help fund the new Transit Planner position.
- Bus stop designs are close to complete and the environmental review process is in progress. Construction of bus stops may be delayed due to NCDOT cost control measures.



- Operations and capital funding was included in the Fiscal Year 2021 Wake Transit Work Plan.

5. Planning Committee of Town Council Future Land Use Map Discussion

(Information Item: Shannon Cox, Town of Apex)

- Staff shared that the Planning Committee of Town Council is interested in analyzing land use in the vicinity of existing and planned transit routes.
- Staff have been tasked with recommending Future Land Use Map amendments for High-Density Residential or striped High-Density Residential/Commercial Services near planned transit routes.
- As Transit Plan map amendments move forward, staff will also consider Future Land Use Map amendments.

6. Wake Transit Vision Plan Update

(Information Item: Jenna Shouse, Town of Apex and Shannon Cox, Town of Apex)

- Staff shared that there is a regional effort to extend the Wake Transit Plan from 2027 to 2030.
- A public engagement period is running through the month of August. The goal of the public engagement period is to help confirm the priorities that were established in the Wake Transit Plan. Town staff will share a link to the online survey when it is released.
- As part of this process, Capital Area Metropolitan Planning Organization staff are evaluating potential financial scenarios based on projected revenue impacts from COVID-19.

7. Wayfinding Signage Program Update

(Information Item: Jenna Shouse, Town of Apex)

- Staff shared that the Town of Apex is preparing a Wayfinding Signage Program in partnership with MERJE a wayfinding design firm.
- The Wayfinding Signage program will include transit related recommendations including vehicular directional signage directing drivers to Park and Ride locations as well as information at bus stops to direct bus riders to downtown and other key destinations in Town.

8. Brief Updates

(Information Item: Jenna Shouse, Town of Apex and Shannon Cox, Town of Apex)

- GoTriangle and GoCary Service Changes
 - GoTriangle Route 305 (Holly Springs to Raleigh)
 - Extension to Holly Springs anticipated in October 2020.
 - Route expansion anticipated in January 2021 pending reevaluation of Wake Transit tax revenue.
 - GoTriangle Route 311 (Apex to Research Triangle Park)
 - Service changes delayed until January 2021 to coincide with Route 305 expansion per Apex Town Council request.
 - GoCary Apex-Cary Express (ACX)
 - Start of service anticipated to begin in October 2020.



- *Committee discussion on starting ACX service in October 2020:*
 - *Consider the optics of starting during a time when ridership is low or non-existent.*
 - *Suggestion to look at GoCary ridership data when thinking about when to start the ACX and Route 305 extension.*
 - *Suggestion to start looking at starting these services when ridership starts to flatten or pick up.*
 - *Suggestion to move forward as planned. Starting the ACX and Route 305 extension early could encourage ridership along Route 1. People will see transit in Town and start getting used to it.*
- Compensation for Members
 - Committee members will receive a \$50 stipend per meeting unless they opt-out.
 - *Committee Discussion:*
 - *Question of the purpose of the compensation.*
 - *Staff noted that the purpose of the compensation is to account for child care and other costs associated with participation on the committee and is available to all members of Town committees.*
- A new Long Range Planning Position has been created. This position will focus on transit, specifically implementation and marketing of GoApex Route 1 and planning future transit routes.
- The Town of Apex has begun the process to establish an Affordable Housing Plan. This process will include extensive public outreach and address a variety of housing needs. An online survey has been released to inform the plan strategies and recommendations.

9. Next Steps

(Information Item: Jenna Shouse, Town of Apex)

- Committee members will complete the Wake Transit Plan online survey.
- Committee members will complete Town of Apex Housing Plan online survey.
- Town staff will gather updated information on Wake Transit tax revenue.
- Begin service to GoCary Apex-Cary Express – October 2020.
- Extend GoTriangle Route 305 to Holly Springs – October 2020.
- Begin GoApex Route 1 bus stop construction – Fall 2020.
- Begin GoApex Route 1 operations – Spring 2020.
- Next meeting on October 21st at 4pm (third Wednesday instead of second).



Town of Apex Transit Advisory Committee

Special Meeting Minutes

October 21, 2020

Virtual Teams Meeting

Meeting Purpose

The purposes of this meeting were to: (1) approve meeting minutes from the July 22, 2020 meeting; (2) provide updates on GoApex Route 1; (3) provide an update on the GoTriangle Route 305 extension to Holly Springs; (4) provide an update on the Wake Transit Vision Plan; (5) provide an update on the Affordable Housing Plan; (6) 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 (7) 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) support expansion of GoTriangle Route 305 to an all-day and weekend service; (3) continue coordination with GoCary and GoTriangle on the Apex Cary Express and Route 305, (4) hire a Long Range Transit Planner; and (5) submit of letter of support for the NCDOT S-Line passenger rail planning study.

Attendees

Committee members:

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

Staff support:

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

1. Meeting Minutes

(Action Item: Jenna Shouse, Town of Apex)

- Andrew Werking made a motion to approve the July 22, 2020 meeting minutes.
- Nick Bryant seconded the motion to approve the July 22, 2020 meeting minutes.
- The motion was unanimously approved by the Committee.

2. GoApex Route 1 Updates

(Information Item: Jenna Shouse, Town of Apex)

- Staff provided an update on the Transportation Demand Management Grant.
- Staff provided an update on the GoApex Route 1 bus stops. Bus stop designs are under review and environmental review is in progress. Construction may be delayed due to NCDOT cost control measures.



- Staff are pursuing license agreements with private property owners at a few locations along the route.
- Staff may pursue a Wake County Neighborhood Revitalization Grant to construct bus stop improvements and pedestrian facilities to improve access bus stops.
- Project funding was included in the FY 2021 Wake Transit Work Plan.
- Bus operations may begin in Summer 2021, assuming an aggressive schedule, rather than Spring 2021.
- Bus wrap and bus stop sign designs have been created for GoApex Route 1.
- *Committee Discussion:*
 - *Question of whether there will be a mobile app to track GoApex Route 1.*
 - *Staff confirmed that there will be a mobile app.*

3. GoTriangle Route 305 Extension to Holly Springs

(Information Item: Jenna Shouse, Town of Apex)

- Staff provided an update on the recent extension of Route 305 to Holly Springs. This extension also included new bus stops in the Apex Town Center.
- Staff are coordinating with GoTriangle to install permanent bus stop sign posts.
- Staff are coordinating with GoTriangle on issues identified with bus tracking. Staff plan to assist with marketing after these issues are addressed.
- GoTriangle plans to upgrade bus stops to meet ADA requirements in the future.
- *Committee Discussion:*
 - *Committee member noted that buckets have been seen around Town.*
 - *Staff responded that they are working with GoTriangle to install permanent bus stop signs.*
 - *Committee member requested a copy of the Route 305 map to post in downtown Apex.*

4. Wake Transit Vision Plan Update

(Information Item: Shannon Cox, Town of Apex)

- Staff provided an update on the Wake Transit Vision Plan and noted that 3 years of additional tax collections will likely be needed to support the already programmed expenditures identified in the Wake Transit Plan. Some projects may be delayed past 2030.
- The Community Funding Area Program is still a high priority in the Wake Transit Vision Plan update. GoApex Route 1 operations are funded through this program.
- GoTriangle Route 305 all-day expansion was identified as a high-priority project and is currently held in the FY 2021 unbudgeted reserve queue. A possible FY 2021 Work Plan amendment will be considered during the week of November 2nd.
- *Committee Discussion:*
 - *Committee member noted support of the Route 305 expansion project and recommended pressing forward with the FY 2021 amendment. The member noted there is a connection between GoApex Route 1 and GoTriangle Route 305.*



5. Affordable Housing Plan Update

(Information Item: Shannon Cox, Town of Apex)

- Staff shared updates on the Affordable Housing Plan and noted that transit has been a theme of public input and discussions among the Steering Committee.
- A public presentation of the Draft Affordable Housing is anticipated in mid-December. Public hearings for potential plan adoption are anticipated in January.
- *Committee Discussion:*
 - *Question of whether there were any comments on the Affordable Housing Plan survey related to transit in Apex.*
 - *Staff responded that there were general comments that transit is needed in Apex but there were no specific comments on locations or frequency of service.*
 - *Question of whether staff are looking for the Transit Advisory Committee to serve on an Affordable Housing Committee. Committee member noted to make sure there is cross-over between any Affordable Housing committee and Transit Advisory Committee.*
 - *Staff noted that one of the recommendations from the Affordable Housing Plan will probably be to have an Affordable Housing Committee. That committee would likely include a member or a staff representative from the Transit Advisory Committee.*

6. Brief Updates

(Information Item: Shannon Cox, Town of Apex and Jenna Shouse, Town of Apex)

- GoCary Apex Cary Express (ACX)
 - Delayed to January 2021 to coincide with GoCary system-wide changes.
- Autonomous Shuttle Presentation Follow-up
 - Staff shared information that Ashley Thompson with Stantec provided in response to Committee members questions at the last meeting.
- Wayfinding Signage
 - Staff provided a brief update on the Wayfinding Signage Program, noting that signage will be directed to Park and Rides.
 - *Committee Discussion:*
 - *Suggestion to incorporate a QR code into the Orientation Map so people can use it on their phone when they walk away from the kiosk.*
- New Long Range Transit Planner
 - Staff noted that this position is anticipated to begin in early November.
 - *Committee Discussion:*
 - *Question of where the new Long Range Transit Planner position fits in the Planning Department.*
 - *Staff responded that this position will be in the Long Range Planning Division. This person will work closely with Shannon and Jenna and will eventually become the main staff for the Transit Advisory*



Committee. They will also be marketing GoApex Route 1 and planning new transit routes.

- Capital Improvement Program (CIP) Request
 - Staff shared that the latest CIP request included \$100,000 in FY 24-25 for GoApex Route 1 bus stop enhancements as well as \$690,000 in FY 25-26 for bus stop improvements to prepare for GoApex Route 2 or frequency/service improvements.
- NCDOT Transit Oriented Development (TOD) Planning Grant
 - The application for this grant is due in October. The grant would fund passenger rail station planning and the study would begin in Spring 2021.
 - *Committee Discussion:*
 - *Support for the TOD project. Apex can show that we already have transit on the ground to support passenger rail.*

7. Next Steps

(Information Item: Jenna Shouse, Town of Apex)

- Coordinate with GoTriangle on next steps for Route 305 – infrastructure improvements and route expansion.
- Begin service to GoCary Route ACX in January 2021.
- Begin GoApex Route 1 bus stop construction in Winter 2021.
- Begin GoApex Route 1 operations in Summer 2021.
- Next meeting on January 13th at 4pm.