



Town of Apex Transit Advisory Committee

Meeting Minutes

January 11, 2023

4:00pm-5:30pm

3rd Floor Training Room, Apex Town Hall

Meeting Purpose

The main purposes of this meeting were to: update the TAC members on the GoApex initial performance data and transit-related projects in Town and in the region, as well as discuss other Town projects and regional projects.

Meeting Outcomes

Town staff will follow up with TAC members to set a special meeting date to discuss the proposed bus stop improvement policy. Staff will also follow up to provide information based on requests made in the meeting.

Attendees

Committee members:

- Linda Barrett
(joined at Item 3)
- Nick Bryant
- Amanda Bunce,
ex officio
(remote)
- Joanna Helms,
ex officio
- Kurt Pfeifer
(remote)
- Angela Reincke,
ex officio
(remote)
- Stuart Wagner
- Andrew Werking

Staff support:

- Shannon Cox
- Katie Schwing
- Lauren Sisson

Guests:

- Councilor Brett Gantt (Apex Town Council)

Absent:

- David Yokum

1. Welcome and Introductions



- Chair Stuart Wagner opened the meeting at 4:04 pm and welcomed the members and guests. The meeting was simultaneously conducted in person and members Angela Reincke, Amanda Bunce, and Kurt Pfeiffer attended remotely. The meeting was also livestreamed to the Town's YouTube page.

2. Meeting Minutes

(Action Item: Katie Schwing, Town of Apex)

The committee reviewed the draft minutes from the October 12, 2022 meeting. There were no corrections noted.

Requested Action: Approve meeting minutes from the October 12, 2022 meeting.

- Member Andy Werking made a motion to approve the October 12, 2022 meeting minutes.
- Member Nick Bryant seconded the motion to approve the October 12, 2022 meeting minutes.
- The motion was unanimously approved by the Committee.

3. GoApex Updates

(Informational Item: Katie Schwing, Town of Apex)

Katie Schwing provided updates on GoApex ridership and performance data.

Discussion:

- Fixed Route:
 - The committee asked for reminders about how "on-time" is measured. Katie provided that it is measured from departures at timepoint stops that are less than one minute early and five minutes late.
 - Committee members wondered if the bus is generally running early (based on their observations).
 - Committee members wondered about the stop in Beaver Creek, whether construction at Zeno Road is causing an issue.
 - ACTION: Katie will ask for additional information from Town of Cary, confirm bus is holding at time points when they are running early, and see if there are any specific stops that are especially problematic.
 - ACTION: Katie will ask for ridership information for the Wake Forest Circulator as a point of comparison for GoApex Route 1.
 - Committee asked if we know why ridership is spiking on some days. Staff discussed that the reasons are unknown but there is suspicion possibly not all riders are being manually counted every day. Town of Cary indicated they are going to review the importance of counting again with operators.
 - ACTION: Committee asked for comparison between manual and APC data to see if they are aligning. Katie also noted that APCs tend to overcount and manual counts tend to be slightly low.
- Door to Door:
 - Linda noted follow up conversation about limitations about service area. Possible follow up with other transit providers so that WakeMed has a clear understanding of



opportunities for trips. Healthcare providers want to be sure the service will work for their patients if they recommend that as a service. Looking forward to future possibilities to help with that.

- ACTION: Katie to coordinate with Town of Cary's demand response service as well.

4. Town Project Updates

(Informational Item: Katie Schwing and Shannon Cox, Town of Apex)

Katie provided updates on the following projects:

- Bus Stop Sidewalk Art Project
Call for Artists is now available online
Open through Friday, March 17th, 2023
- Proposed Bus Stop Improvements Policy and Process
Katie introduced the idea of developing a policy based on the principles of transparency, equity, and safety to help identify and prioritize improvements.
 - Discussion:
 - Andy asked if the Town has an overall plan/goal for bus stop improvements (e.g., 100% of stops have a shelter by x)? If so, how are we doing toward that?
 - He also thought it would be helpful to discuss as a committee, what amenities we think are most impactful to ridership, and the rider experience, and build that into a rubric. Like having a covered shelter might be important when considering whether to ride.
 - Stuart Wagner also suggested to look at how Route 1 can be a good steward for riders, the Town, and surrounding properties (for example – low hanging fruit might be adding more trash receptacles).
 - Linda asked if we can survey the public as well – what they are interested in? Stuart recommended that we make sure if we survey that it is more than electronic, and Andy suggested that it include non-riders as well.
 - Question about maintenance – noticing some shopping carts near stops – something to check on regarding maintenance.
 - ACTION: Group is interested in a working session to focus on getting the improvement policy in place prior to the budget.
 - Motion: Stuart - Set up a work session for TAC to determine a policy for amenities, any budget input, and presentation to Town Council.
 - Second: Andy
 - Unanimously passed
 - Katie to send a Doodle poll to schedule meeting
- Next Steps for Transit in Apex
Katie presented updates in this project, and mentioned that Staff just submitted application to the CFA funding program to assist with this task.
 - Andy wanted to follow up on the request from the previous meeting, will this include looking at stop at Senior Center?
 - Still on Town staff to-do list – discussed with Town of Cary, but needs further



conversation internally.

- Andy commented that riders using Senior Center are probably some of our most important ridership demographics. Important to serve in the best way. If we need to change the route, he is supportive of that.
- Nick thought that it should be offered as a courtesy to any senior who wants to get off there?
- Stuart mentioned that GoCary stops at the Cary Senior Center, so that might be a precedent.
- Katie followed up with the revised timeline to allow the Town to use grant funding that staff recently applied for and what the scope would be.
- Veridea Master Subdivision Plan Application
 - The committee discussed and agreed with having a plan established to help guide the development and our work with them. Shannon provided additional background and summarized the proposed changes. She noted that this may move forward to Planning Board and Town Council before this committee again. Katie also summarized the proposed transit plan map changes.
 - Nick thought it was good to have a plan in place ahead of the development.
 - Katie also brought up the Veridea exploratory analysis to determine what type of transit service might be the best fit for the future build out of the West Village of Veridea.

5. Town Grant Application Updates

(Informational Item: Katie Schwing, Town of Apex)

FY24 Wake Transit Community Funding Area Program:

- Planning Project – Transit Priorities for Apex
Katie provided information about this item along with the presentation under item 4. The amount requested from the CFA program was \$22,250. Staff likely will not find out whether the project is recommended for funding until April.
- Capital Project – Bus Stop Improvements
Katie provided information about this item along with the presentation under item 4.
- Capital Project – Saunders and Hinton Sidewalk Connections
Katie provided information about this item along with the presentation under item 4. Katie and Shannon explained that the town also applied for a LAPP grant for this project and that staff recently heard that the project was in the recommended list for LAPP projects. Brett mentioned that although Apex previously had poor success with the LAPP project, but recently it has improved. Shannon also mentioned the LAPP grant is recommended under the Transit category.
Nick asked about the Chatham Street sidewalk project. Shannon explained that it is still in the works, but the federal funding from the LAPP program does extend the timeline compared to local funds, and typically the Town requests LAPP for larger projects because of that. He asked if there was ROW needed for the Saunders and Hinton project.



- Safe Streets and Roads for All (SS4A)
Katie did not have many updates for this grant requests except that notifications on funding awards have not been made at this time.

6. Regional Project Updates

(Informational Item: Katie Schwing, Town of Apex)

- S-Line TOD Study and Mobility Hubs
Katie and Shannon provided brief updates. The mobility hub project is slated to begin in Spring, with initial engagement likely not until summer.
- CAMPO Mobility Management Implementation Study
- Wake Bus Plan
Katie provided updates that the Draft Bus Plan document was released for an initial staff review. She explained that changes were proposed for Route 305 and the GoCary ACX to make them both all-day services.
Brett asked about the routing changes for Route 305 near Holly Springs. Katie said that it is planned and would require additional stops, but that the Bus Plan includes the assumption that bus stop changes may be needed for new routing.
Katie mentioned that Route 311 is not in the recommended Bus Plan. She mentioned that staff have some questions about the funding for Wake Transit vs other funding. Stuart thought that it might become redundant when the High House route extends north.
Shannon asked about the public comment period for this plan. Katie thought it would be released in February at the same time as the Wake Transit Annual Work Plan.

7. Other Business

The next regularly scheduled meeting date is April 12, 2023.

The meeting was adjourned at 5:40 pm.