



**Transylvania County Transportation
Advisory Board
August 9, 2022, at 2:00 PM**

MINUTES

CALL TO ORDER

I. WELCOME: Vice Chair Amy Marquez called the meeting to order at 2:00 PM. Jeff Adams, Elaine Russell, Sara Daughtry, Greta Gosnell, Deb Haight, Carla Hill, and Amy Marquez were present. Absent were Hunter Jones, Shelly Webb, Jaime Laughter, and Amanda Vanderoef. A quorum was present. Darby Terrell, Planner was present as well.

II. AGENDA MODIFICATIONS: There were no proposed agenda modifications.

III. CONSENT AGENDA

A. Minutes (April 12, 2023)

Ms. Marquez requested a motion to approve the minutes as presented, Ms. Daughtry motioned, and Ms. Hill seconded. The motion passed unanimously.

IV. ORGANIZATIONAL MEETING:

A. Review Bylaws and Responsibilities

Ms. Terrell presented the updated TAB Bylaws as well as went through the responsibilities of the board. Members discussed what was presented and asked clarifying questions to staff.

V. NEW BUSINESS

A. FY23 Q4 Organizational Statistics

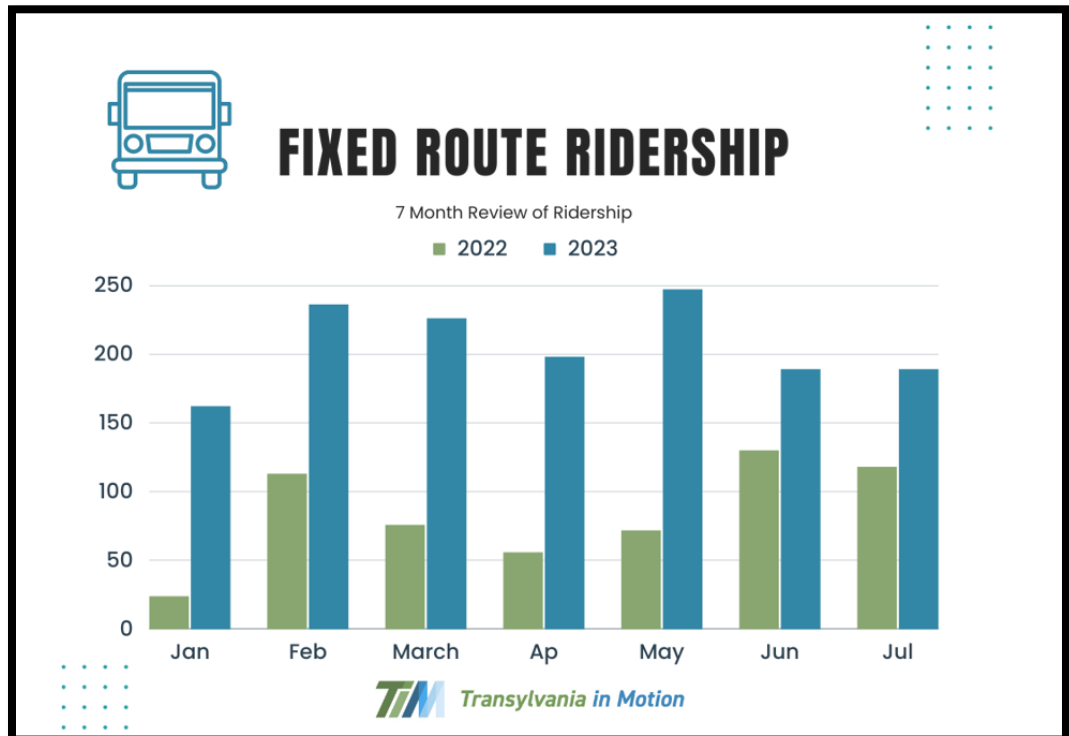
Ms. Terrell went over the organizational statistics for the previous quarter and compared them with the previous years. Ms. Terrell also updated the board on the Fixed Route ridership and showed them a comparative graph for the last two years. The members discussed the presented data. Please see below the reported statistics.

Organizational Statistics

1/1/2023 - 3/31/2023		
	Pass Miles	Passengers
EDTAP	5,055	1,574
LOSMD	413	113
LOSSC	3,363	792
RGP	2,948	688
RGPGA	3	5
RGPIT	0	561
RGVIC		
RGPOC	0	4
RGPOC	0	129
RGPOC	0	48
RGP subtotal	2,951	1,435
TCTVS		
TVSED	9,128	1,314
TVSGP	1,691	233
TVS subtotal	10,819	1,547
Overall total	22,601	5,461

EDTAP	60+ Elderly and Disabled
LOSMD	Land of Sky Medical Transportation
LOSSC	Land of Sky Senior Citizens
RGP	Rural General Public
RGPGA	Rural General Public Getting Ahead (Sharing House)
RGPIT	Rural General Public - Through private operator
RGVIC	Rural General Public - Schenck Job Corps
RGPOC	Rural General Public out of county - Through private operator

Fixed Route Ridership



B. TAB Member Survey

Ms. Terrell had the members present take a survey on the current services that are provided by the department. Staff is interested in gaining feedback from the board on the stops currently used on the Fixed Route as well as some suggestions

on where they can put new stops. The survey also asked about the current service they provided for the demand response and other suggestions. Ms. Terrell stated she would be compiling the answers and presenting a report at the next meeting of the responses.

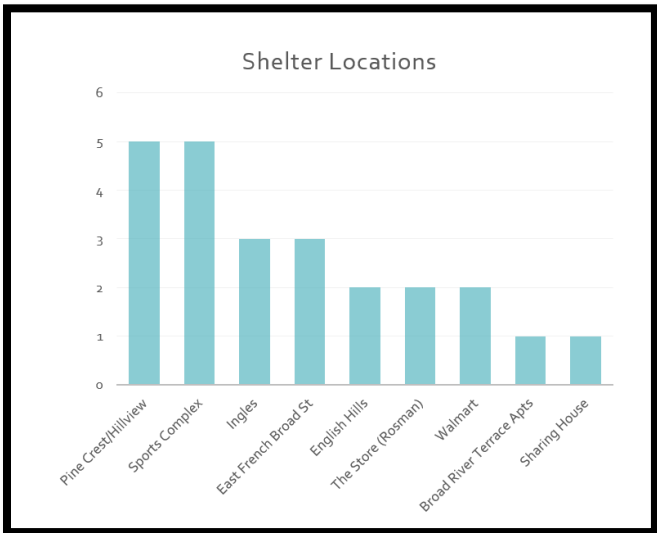
Members discussed potential changes to the department as well as potential changes to the TAB. Staff mentioned they are trying to include a wider range of providers on the board as well as get riders of the transit program to join as well. Ms. Daughtry suggested reaching out and handing packets of information to Brevard College for their Orientations each year to get the students interested in riding the Fixed Route. Mr. Adams also discussed advertising for van drivers on the buses and the need that the department currently had at the time for more drivers. The Board members asked staff to put together a stop usage report for the next meeting to show how many people use each stop on the fixed route.

C. Van Driver Survey Results

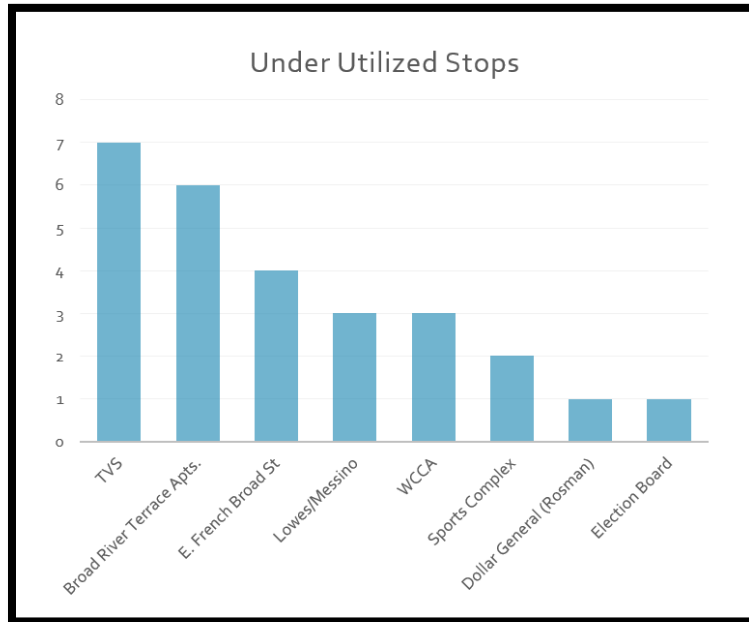
Ms. Terrell informed the members the survey they took has already been conducted by the department’s staff and drivers. Ms. Terrell shared the Director, Mr. Adams, had compiled the survey results from the drivers into a report. She shared the feedback they received from the drivers.

Ms. Terrell presented the drivers believed 21-40% of their daily riders would be classified as disabled, while 61-80% are elderly, and 1-20% are adults with children. They rarely transport people who use the bike racks, and 41-61% use transportation for grocery shopping or transporting goods. The van drivers also answered where they believe we should locate transit shelters on the fixed route, what stops were underutilized on the fixed route, and potential future stops for the fixed route. Please see below.

Shelter Locations



Under Utilized Stops



Future Stop Locations



D. UGA FY25

Ms. Terrell presented the plan of staff to apply to NCDOT's Section 5311 Administrative and Combined Capital Programs, and Section 5310 Operating Program for Fiscal Year 2025. Each year the department applies for these fundings to provide public transit and paratransit to the County as a whole. This year staff presented that they would like to apply for \$164,470 in total funding for the 5311 Administrative grant which funds most of the departmental cost of running the

program, 435,000 in total funding for the Combine Capital grant for 3 vans, and 104,000 in total funding for the 5310 Operating grant which is geared toward upkeep of the vans, radios, and other costs.

E. Land of Sky – RPO

Ms. Terrell presented on behalf of Ms. Vicki Eastland for her update. There is still the Carbon Reduction Program, which is a grant that is open to local governments for projects that are tied to transportation or reducing carbon emissions.

F. Director's Report

Ms. Terrell reminded the Board of their next regularly scheduled meeting on Wednesday November 8, 2023, at 2:00PM. The next meeting will be in the downstairs DSS large conference room. Ms. Terrell informed the board after their approval of the grant request by the board she will present it to the Board of Commissioners for their approval on September 26, 2023 at 6pm. After their approval it will be then submitted by the department to NCDOT by the deadline of October 11th, 2023.

VI. BOARD MEMBERS' COMMENTS:

There were no comments by Board members.

ADJOURNMENT

Elaine Russell motioned to adjourn the meeting at 2:45 PM, seconded by Amy Marquez.

The motion passed unanimously.

Darby Terrell

Darby Terrell, Planner

Shelly F. Webb

Chair