

**PLANNING AND
COMMUNITY DEVELOPMENT**

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Transylvania County Transportation Advisory Board

**November 8, 2023 at 2:00 P3M
Large DSS Conference Room**

AGENDA

CALL TO ORDER

- I. WELCOME**
- II. AGENDA MODIFICATIONS**
- III. CONSENT AGENDA**
 - A. Minutes (August 9, 2022)
- IV. WISH COLLABORATIVE PRESENTATION**
- V. OLD BUSINESS**
 - A. UGA update
 - B. TAB Survey Results
- VI. NEW BUSINESS**
 - A. Q1 FY24 Transylvania County Transportation Operational Statistics
 - B. ROAP Application
 - C. Land of Sky – RPO
 - D. Staff Report
- VII. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- VIII. BOARD MEMBERS' COMMENTS**

ADJOURNMENT

**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, Elaine Bagwell, Sara Daughtry, Greta Gosnell, Deb Haight, Carla Hill, Hunter Jones, 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.

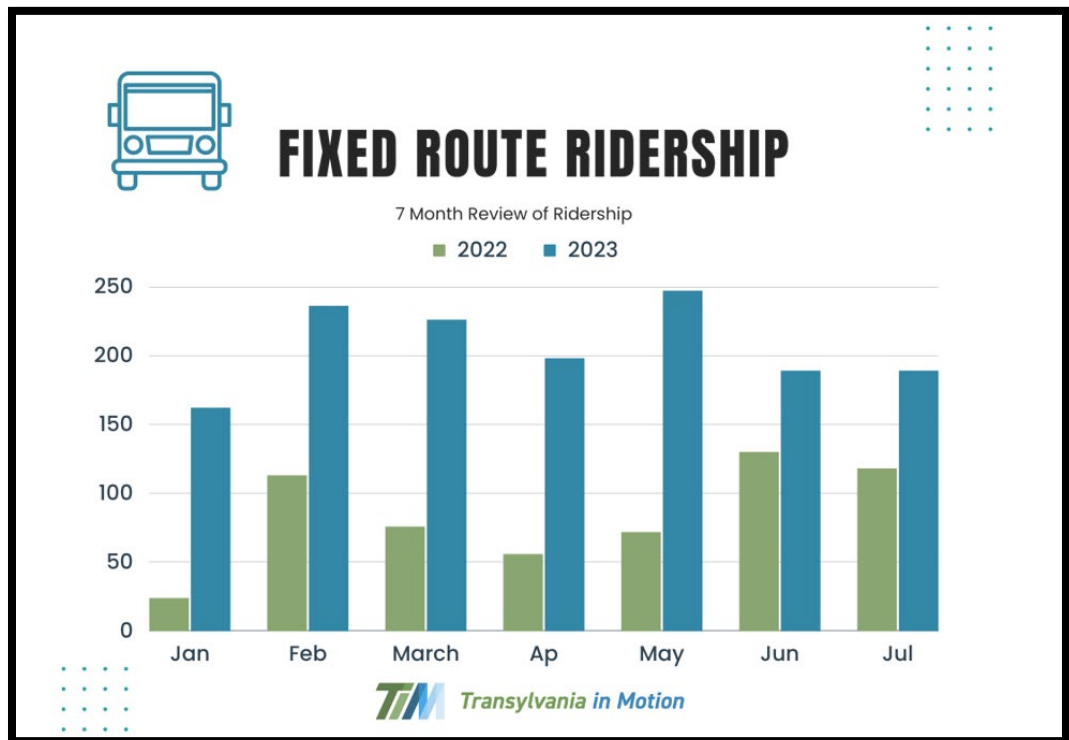
- V. **NEW BUSINESS**
 - A. FY23 Q4 Organizational Statistics
Ms. Terrell went over the organizational statistics for the previous quarter and compared them with the previous years. Ms. Terrell also updated the board on the Fixed Route ridership and showed them a comparative graph for the last two years. 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
RGPIC		
RGPOC	0	4
RGPVC	0	129
RGPVO	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
RGPIC	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.

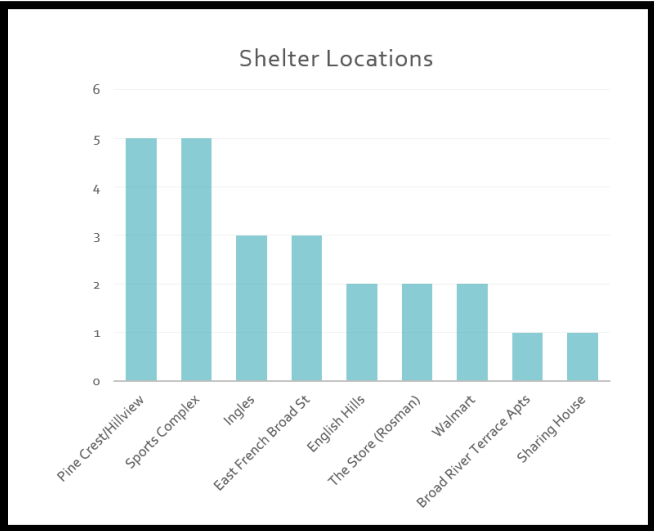
Members discussed potential changes to the department as well as potential changes to the TAB. Staff mentioned they are trying to include a wider range of providers on the board as well as get riders of the transit program to join as well. Ms. Daughtry suggested reaching out and handing packets of information 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

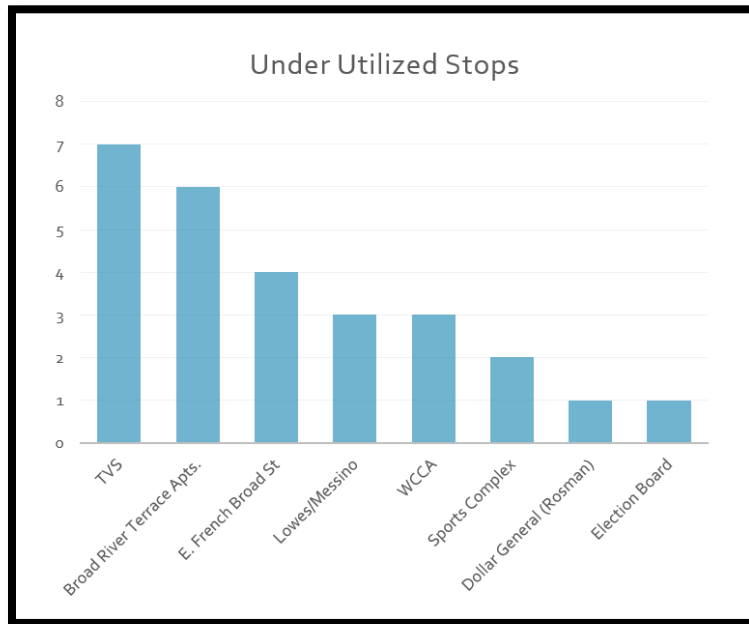
Ms. Terrell informed the members the survey they took has already been conducted by the department’s staff and drivers. Ms. Terrell shared the Director, Mr. Adams, had compiled the survey results from the drivers into a report. She shared the feedback they received from the drivers.

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.

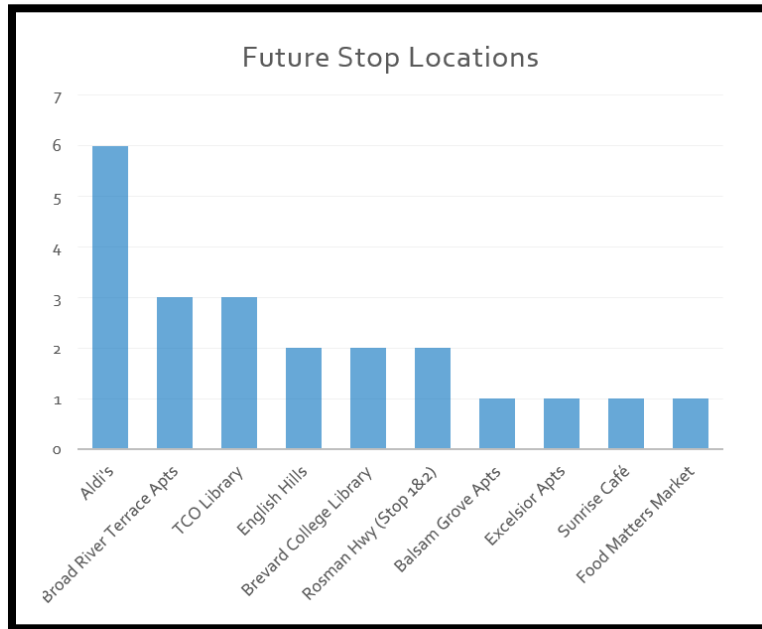
Shelter Locations



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, Planner

Chair

Staff Report: Transportation Advisory Board

Subject: WISH Collaborative

Meeting Date: November 8, 2023

Agenda Item: WISH Collaborative Presentation

Presenter(s): Paul Moon, LOS and Kim West, Transportation Advocate

Staff: Darby Terrell, Planner

General Information

The WNC Initiative for Supporting Housing or WISH Collaborative, is a program that is looking to create a regional effort supporting safe, accessible, affordable housing and transportation for older adults and adults with disabilities.

Attachments

None

Background

The WISH Collaborative representatives of Paul Moon from Land of Sky and Kim West, a person on the WISH Collaborative and a Transportation Advocate are looking to present to the TAB what their collaborative is interested in doing in Transylvania County. The presentation will be on what the WISH Collaborative is, what type of impact they are trying to make, and how they can be a resource for Transylvania County.

Recommendation

There are no recommendations from staff currently.

Motion(s)

There are no motions.

Staff Report: Transportation Advisory Board

Subject: Unified Grant Application Update

Meeting Date: November 8, 2023

Agenda Item: UGA Update

Staff: Darby Terrell, Planner

General Information

The Transylvania County applied for NCDOT IMD's Unified Grant Application for their transit program. Staff presented to the Board of Commissioners the application they would submit for their approval.

Attachments

Board of Commissioners Slides

Background

At their last meeting the board approved staff submitting to the Board of Commissioners and NCDOT IMD, the proposed Unified Grant Application. After the TAB approved, staff brought it forward to the Board of Commissioners at their September 26, 2023 meeting, as both an agenda item and as a Public Hearing. There was one person who spoke during the Public Hearing, but it mostly was a question directed toward the Board of Commissioners. The Board of Commissioners approved what was presented to them and gave staff permission to apply for the UGA.

Staff wanted to update and present to the board what they requested in the UGA.

Recommendation: There are no recommendations from staff currently.

Motion(s): There are no motions.

A. Public Hearing: Community Transportation Program: Section 5311 Administrative, Combined Capital Program, and Section 5310 Operating Program for FY 2025

5311 Administrative	Capital – Vehicles and Other
<ul style="list-style-type: none"> Apportioned to counties based on land area, population, population growth rates, vehicle miles, and # of low-income individuals Subsidizes administrative costs of running transportation system Requesting \$164,470 Requires 15% local match of \$24,671 	<ul style="list-style-type: none"> Funding to maintain fleet of publicly supported transit vehicles and other capital needs Requesting \$270,000 for 2 Handicap Lift Equipped LTV Vans (pending confirmation of eligibility) Requires 10% local match of \$27,000

1

A. Public Hearing: Community Transportation Program: Section 5311 Administrative, Combined Capital Program, and Section 5310 Operating Program for FY 2025

5310 Operating			
<ul style="list-style-type: none"> Assists nonprofit groups in meeting transportation needs of older adults and people with disabilities when transportation service provided is unavailable, insufficient or inappropriate to meeting these needs Funds out of county transportation to the elderly and disabled and enables these individuals to travel from unincorporated areas of the County to incorporated areas Requesting \$104,000, same amount as previous year Requires 50% local match of \$52,000 			
	Project	Total Amount	Total Share
	5311 Administrative	\$164,470	\$24,671
	Capital (Vehicles & Other)	\$270,000	\$27,000
	5310 Operating	\$104,000	\$52,000
	Total Funding Request	\$538,470	\$130,671

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A. Public Hearing: Community Transportation Program: Section 5311 Administrative, Combined Capital Program, and Section 5310 Operating Program for FY 2025

Public Hearing required
Application due October 6, 2023

Public Hearing Rules
No sign up required
Speakers limited to 3 minutes

3

A. Section 5311 Administrative, Combined Capital Program, and Section 5310 Operating Program FY 25

- Required Public Hearing held at beginning of meeting
- Program application to be submitted to NCDOT no later than October 6
- Recommendation is to authorize applications for FY 2024 Public Transportation Program funding,
- Authorize agreements with the NC Department of Transportation, provide the necessary assurances and the required local match, and adopt the 5311 Designee Certification form via resolution

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Staff Report: Transportation Advisory Board

Subject: Survey Results from Member Survey

Meeting Date: November 8, 2023

Agenda Item: TAB Survey Results

Staff: Darby Terrell, Planner

General Information

Staff compiled the surveys they received from the TAB members from the previous meeting and wanted to present them with the results.

Attachments

1. TAB Member Survey Results

Background

At their last meeting the board was given a survey to take by staff that looked to see why they were serving as members, if they have ever used our service, about the fixed route stops, and any suggestions they have for us to consider. Staff wanted to present the answers given in a report. Staff would like to hear feedback from them taking the survey.

Recommendation: There are no recommendations from staff currently.

Motion(s): There are no motions.



2023 Transylvania Transportation Advisory Board Member Survey Results

During the last meeting, the members present and some who answered afterward, were given a survey. We had a total of 5 responses, from members outside of the department. The biggest takeaway is to do better at marketing and connecting with the community about our services.

Question 1: Why are you a part of the Transportation Advisory Board (TAB)?

Most of the members are connected to an agency or department where their clients use our services, or they have a connection with transportation.

Question 2: In your opinion, how can our organizations/departments work together going forward?

Board members suggested having better and continuing communication for both the community and to the board members. Suggestions also included looking at other rural counties to see if we can borrow ideas to help improve the service, as well as increase community involvement.

Question 3: What ways can the Board (TAB) help improve our transit service?

The responses to this question were all very different, see below the responses.

- Reduce fees for children under 5.
- Have shelters at the stops.
- Look at ridership for each stop.
- Have a Free Ride Day
- Try to use the local radio show (White Squirrel Radio) to promote the service more.
- Discuss with the Board more on the Fixed Route to allow them to be more familiar with this service.
- Outreach with the community, and not just a focus on marketing.
- Have the signs at the stops to communicate the hours.

Question 4: What ways would you suggest we could utilize our meetings this year?

For this question we had some similar answers to the past questions, but some of the responses were different.

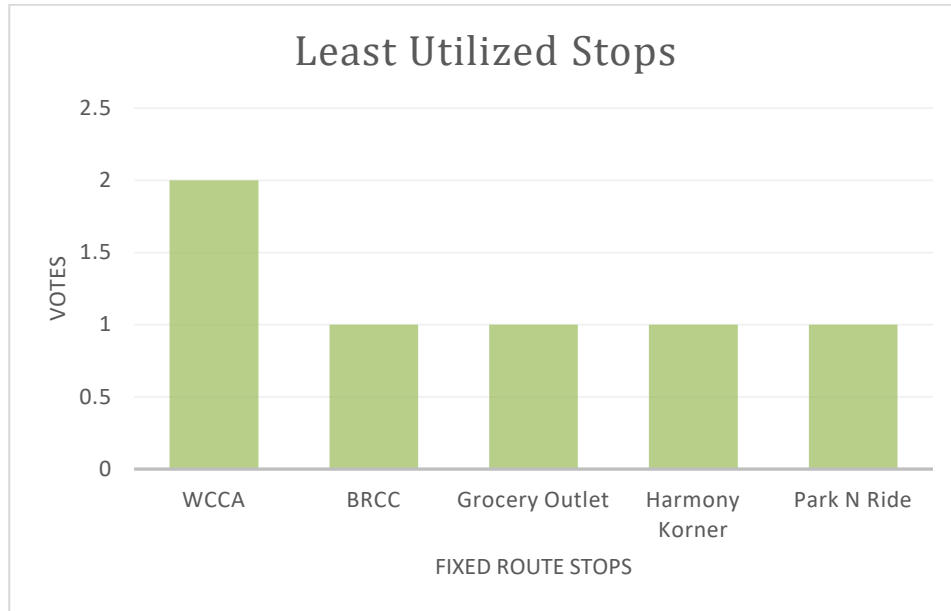
- Trip on Fixed Route
- Brainstorming
- Advocate for low-income citizens who need public transportation.
- Focus on how the department can outreach to the community.

Question 5: Have you ever personally used any of our services? If so, please tell us which one(s)?

Most members have not used our services, but some know personally people who have used our services.

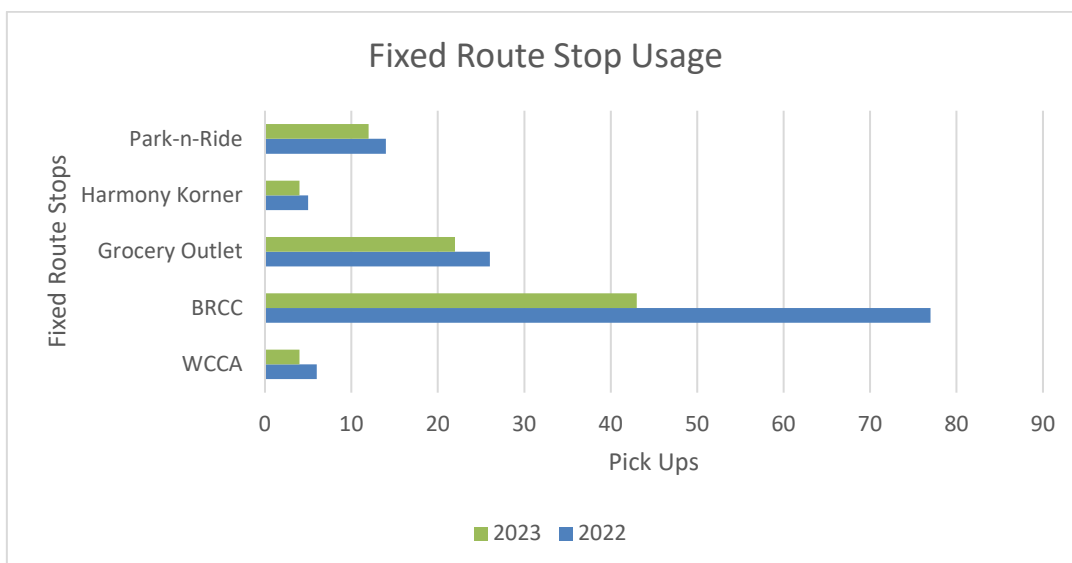
Question 6: Which of the below Fixed Route stops do you believe are least utilized?

The stops that our members view as the last utilized are WCCA, BRCC, Grocery Outlet, Harmony Korner, and the Park n Ride.



For the chosen stops here are the 2022 and 2023 stop statistics so far:

- WCCA- 6 (2022)/ 4 (2023)
- BRCC- 77 (2022)/ 43 (2023)
- Grocery Outlet- 26 (2022)/ 22 (2023)
- Harmony Korner- 5 (2022)/ 4 (2023)
- Park n Ride- 14 (2022)/ 12 (2023)



Our Stop Analysis shows that for the whole year of 2022 the bottom 5:

1. TVS (1)
2. Harmony Korner (5)
3. WCCA (6)
4. Park n Ride (14)
5. Pine Crest/Hillview Apt (21)

Question 7: What locations, which are NOT currently served are the best opportunities for future stops?

Below are the answers we received to this question; one person suggested we switch out the WCCA stop with the Mary C. Jenkins Center.

- Energy Fuels on Rosman Hwy
- Aldi
- Transylvania County Library
- Mary C. Jenkins Center
- Dollar General on Becky Mountain Rd/US 276

Question 8: Are there any other services that you feel might help support or expand ridership?

Please see below the responses to this question.

- Have targeted advertisement toward Brevard College, Brevard Music Center, and Blue Ridge Community Center.
- Have a van just for child transportation that would allow parents to leave the car seats on the van.
- Expand hours that appeal to tourists who are here for the Pisgah National Forest.
- Sharing House could purchase a monthly pass and hand it out to those who they know would need them.
- Create a PR piece for Facebook (Sharing House) or in their public places like the lobby (Sharing House) to talk about the advantages of riding the vans.

Question 9: Are there any other thoughts you'd like to share that would improve our services?

There were not a lot of responses to this question but what we did receive were suggestions to increase the use of the Bike Racks on the vans, and Public Advertising.

Staff Report: Transportation Advisory Board

Subject: FY24 Q1 Op-Stats

Meeting Date: November 8, 2023

Agenda Item: Q1 FY24 Transylvania County
Transportation Operational Statistics

Staff: Darby Terrell, Planner

General Information

For Fiscal Year 2024, Quarter 1, staff has compiled the data for the Transportation Advisory Board (TAB) to present. Staff has put together a comparison of this years Q1 report and last year's for the members.

Attachments

1. Table of FY24 and FY23 Quarter 1 Op Stats
2. Fixed Route Numbers
3. Fixed Route Stop Statistics

Background

At each meeting the Transportation department reports out its quarterly report card to the board. This shows the progress the department is making in serving the community as well as showing where the funding that we received is going as well. We also include the Fixed Route numbers to see how it is progressing.

Recommendation:

There is no recommendation.

Motion(s):

There is no motion.

FY 23-24

FY 22-23

	<u>7/1/2023 - 9/30/2023</u>		<u>7/1/2022 - 9/30/2022</u>	
	Pass Miles	Passengers	Pass Miles	Passengers
EDTAP	4,836	1,625	3,070	1,105
LOSMD	310	101	427	112
LOSSC	6,294	1,161	5,553	1,019
RGP	2,119	403	1,715	439
RGPGA	0	0	13	10
RGPIT	0	470	0	412
RGJPC				
RGPOC	0	0	0	4
RGPVC	0	224	0	120
RGPVO	0	38	0	57
RGP subtotal	2,119	1,135	1,728	1,042
TCTVS				
TVSED	8,649	1,196	8,518	1,282
TVSGP	2,074	336	742	132
TVS subtotal	10,723	1,523	9,260	1,414
Overall total	24,282	5,545	20,038	4,568

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

Ride Data Report

Transylvania County Public Transportation

Saturday Jul 01, 2023 - Saturday Sep 30, 2023

Month	Acct	Rides	% Pass Miles	% Pass Hours	% 65 and over	60 to 64	18 to 60	0 to 18	M	F	Amb	Non Amb	Disabled	Esc	Children			
Jul 23	EDTAP	526	9.5	1351.00	5.2	87.72	5.5	294	105	127	0	244	224	425	101	238	2	0
Aug 23	EDTAP	579	10.4	1727.00	6.7	107.27	6.7	318	121	140	0	281	254	508	71	227	2	0
Sep 23	EDTAP	520	9.4	1758.00	6.8	101.03	6.3	263	119	138	0	240	248	448	72	206	5	0
		1625	29.3	4836.00	18.7	296.02	18.5	87	345	405	0	765	726	1381	244	671	9	0
Jul 23	LOSMD	34	0.6	107.00	0.4	6.10	0.4	34	0	0	0	24	4	32	2	5	2	0
Aug 23	LOSMD	35	0.6	102.00	0.4	6.35	0.4	35	0	0	0	26	4	33	2	4	2	0
Sep 23	LOSMD	32	0.6	101.00	0.4	6.13	0.4	32	0	0	0	22	7	28	4	6	2	0
		101	1.8	310.00	1.2	18.58	1.2	10	0	0	0	72	15	93	8	15	6	0
Jul 23	LOSSC	360	6.5	1997.00	7.7	132.87	8.3	346	14	0	0	48	144	360	0	80	0	0
Aug 23	LOSSC	457	8.2	2443.00	9.5	166.07	10.4	437	20	0	0	52	219	452	5	81	2	0
Sep 23	LOSSC	344	6.2	1854.00	7.2	127.82	8	332	12	0	0	48	159	320	24	64	2	0
		1161	20.9	6294.00	24.4	426.76	26.7	111	46	0	0	148	522	1132	29	225	4	0
Jul 23	RGP	133	2.4	624.00	2.4	29.77	1.9	0	0	106	13	50	32	133	0	2	0	0
Aug 23	RGP	158	2.8	875.00	3.4	42.13	2.6	0	0	138	7	71	31	158	0	4	0	0
Sep 23	RGP	112	2	620.00	2.4	28.05	1.8	0	0	100	0	49	20	112	0	4	0	0
		403	7.2	2119.00	8.2	99.95	6.3	0	0	344	20	170	83	403	0	10	0	0
Jul 23	RGPIT	119	2.1	0.00	0	34.38	2.1	26	10	83	0	39	71	119	0	20	7	0
Aug 23	RGPIT	177	3.2	1500.00	5.8	56.52	3.5	48	21	108	0	47	105	177	0	23	11	0
Sep 23	RGPIT	174	3.1	0.00	0	45.88	2.9	37	17	120	0	60	97	172	2	29	3	0
		470	8.4	1500.00	5.8	136.78	8.5	11	48	311	0	146	273	468	2	72	21	0
Jul 23	RGPVC	77	1.4	0.00	0	24.70	1.5	50	0	27	0	35	15	50	27	38	0	0
Aug 23	RGPVC	93	1.7	0.00	0	30.63	1.9	64	0	29	0	53	13	66	27	49	2	0

Ride Data Report

Transylvania County Public Transportation

Saturday Jul 01, 2023 - Saturday Sep 30, 2023

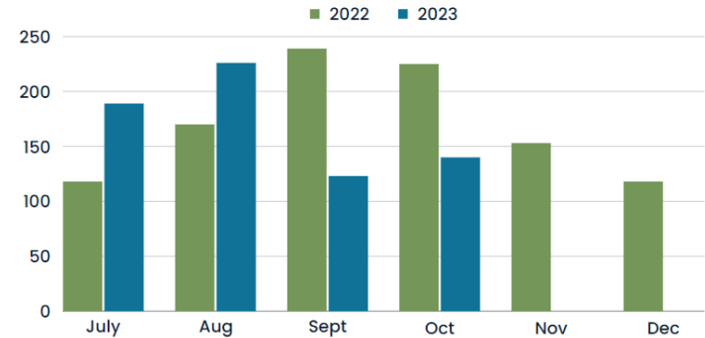
Month	Acct	Rides	% Pass Miles	% Pass Hours	% 65 and over	60 to 64	18 to 60	0 to 18	M	F	Amb	Non Amb	Disabled	Esc	Children			
Sep 23	RGPVC	54	1	0.00	0	16.90	1.1	39	0	15	0	25	14	39	15	15	0	0
		224	4.1	0.00	0	72.2	4.5	15	0	71	0	113	42	155	69	102	2	0
Jul 23	RGPVO	10	0.2	0.00	0	7.50	0.5	10	0	0	0	2	6	10	0	6	0	0
Aug 23	RGPVO	16	0.3	0.00	0	14.60	0.9	12	0	4	0	2	10	14	2	12	0	0
Sep 23	RGPVO	12	0.2	0.00	0	9.25	0.6	10	0	2	0	2	10	12	0	8	0	0
		38	0.7	0.00	0	31.3	2	3	0	6	0	6	26	36	2	26	0	0
Jul 23	TVSED	372	6.7	2679.00	10.4	122.07	7.6	43	0	171	29	150	104	372	0	19	0	0
Aug 23	TVSED	439	7.9	3188.00	12.4	149.67	9.3	46	0	214	34	200	107	439	0	22	0	0
Sep 23	TVSED	385	6.9	2782.00	10.8	132.65	8.3	34	0	194	30	172	101	385	0	19	0	0
		1196	21.5	8649.00	33.6	404.3	25.2	12	0	579	93	522	312	1196	0	60	0	0
Jul 23	TVSGP	102	1.8	648.00	2.5	34.35	2.1	23	0	79	0	60	42	102	0	19	0	0
Aug 23	TVSGP	134	2.4	824.00	3.2	46.13	2.9	29	0	105	0	79	55	134	0	24	0	0
Sep 23	TVSGP	100	1.8	602.00	2.3	34.73	2.2	25	0	75	0	54	46	100	0	21	0	0
		336	6	2074.00	8	115.2	7.2	7	0	259	0	193	143	336	0	64	0	0
Totals		5554	100%	25782.00	100%	1601.26	100	2587	439	1975	113	2135	2142	5200	354	1245	42	0

Dates between 7/1/2023 12:00:00 AM and 9/30/2023 12:00:00 AM;

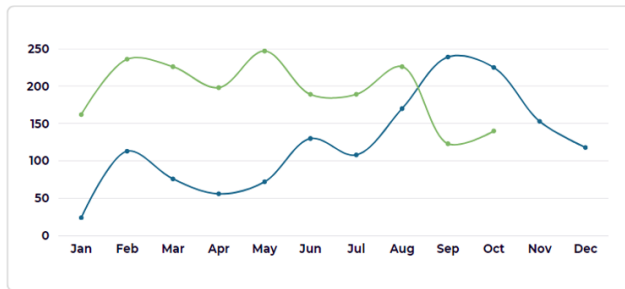


FIXED ROUTE RIDERSHIP

6 Month Review of Ridership



Fixed Route Ridership



- 2022 Ridership
- 2023 Ridership



Fixed Route Stop Statistics

2022 Fixed Route Pick Ups

- Top 5
 - Forest Gate Shopping Center: 218, Sharing House: 176, Jarrett's: 124, Ingles: 88, Food Lion: 77
- Bottom 5
 - TVS: 1, Harmony Korner: 5, WCCA: 6, Park-n-Ride: 14, Pine Crest/Hillview Apt/Messino Cancer Center/The Store: 21

2023 Fixed Route Pick Ups (Jan-Jul)

- Top 5
 - Forest Gate Shopping Center: 192, Pine Crest/Hillview Apt: 121, Food Lion: 90, The Store: 87, Ingles: 86
- Bottom 5
 - Harmony Korner/TVS: 4, Messino Cancer Center: 5, WCCA: 8, Broad River Terrace Apt: 11, Park-n-Ride: 12

Staff Report: Transportation Advisory Board

Subject: ROAP Application

Meeting Date: November 8, 2023

Agenda Item: ROAP Application

Staff: Darby Terrell, Planner

General Information

Staff has put together the ROAP application for Transylvania County and would like TAB's review and approval of the funding they are requesting. This funding covers trips for Elderly and Disabled riders, trips to take people to their jobs (EMPL), and for rural general public riders.

Attachments: Table of State-Funded Rural Operating Assistance Program

State-Funded Rural Operating Assistance Program	Allocated	Requested
Elderly and Disabled Transportation Assistance Program (EDTAP)	<u>58,694</u>	<u>58,694</u>
Employment Transportation Assistance Program (EMPL)	<u>8,434</u>	<u>8,434</u>
Rural General Public Program (RGP)	<u>83,094</u>	<u>83,094</u>
TOTAL	<u>150,222</u>	<u>150,222</u>

Background

The County will be applying for the state-funded, formula-based Rural Operating Assistance Program (ROAP) which is administered by the NCDOT's Integrated Mobility Division (IMD) which provides funds for operating costs of passenger trips for counties. Each year the County applies alongside the Unified Grant Application for funding that is set aside for each County to help fund EDTAP, Employment Transportation Assistance Program (EMPL), and RGP (rural general public). This year we have been approved by the state for a total of \$150,222. In the attachment it breaks down the funding for the three programs, this funding is determined by NCDOT, and we are requesting all the funding for each program.

Recommendation:

Staff would like to hear discussion on how TAB would like the department to use this funding as well as approve of the department requesting the full funding that can be provided.

**PLANNING AND
COMMUNITY DEVELOPMENT**

Jeff Adams, Director
Darby Terrell, Planner
Ashley Minery, Planner



106 East Morgan Street, Suite 207
Brevard, NC 28712
828.884.3205
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Motion(s): I motion to approve/approve with changes/deny the Transportation Program to apply for the ROAP application with the proposed requested funding. I seconded the motion. All those in favor say aye.... All those oppose.....

Staff Report: Transportation Advisory Board

Subject: Update on Department/Service

Meeting Date: November 8, 2023

Agenda Item: Staff Report

Staff: Darby Terrell, Planner

General Information

In the quarterly staff report at the end of the meeting, staff would like to update the Board on a few topics. Those being, a new letter to Community Partners, advertisement for Van Drivers, push for members to help look for potential community partners who would be interested in joining the Board, and ROAP application going before the County Commissioners.

Attachments

1. Letter to Community Partners
2. Help with Drivers

Background

At each meeting staff updates the board on what is happening in the department or with the transportation service. Mostly dealing with the van driver issue, connecting with the community, upcoming events that are happening, as well as when staff will be presenting to the Board of Commissioners.

Recommendation: There is no recommendation.

Motion(s): There is no motion.

Hello _____,

Transylvania in Motion (TIMs), the County's Public Transportation program, would like to welcome you as one of our active community partners. Our mission is to provide safe, reliable, and effective transportation services that meet our passengers' needs. Our goal is to help passengers maintain an independent lifestyle, free to explore Transylvania County and all it offers, while feeling secure in their transportation choice and their trusted driver. Our department is committed to providing a safe working environment for our employees, a safe mode of travel for our passengers, and safe and secure vehicles, equipment and facilities for getting Transylvania's citizens and visitors to wherever their

Our service provides General Public Transportation, Demand Response, Paratransit, Fixed Route, and Medical Transportation. For more information, please visit our [website](#).

We view all our community partners as a vital component in the continuing discussion of providing better transportation alternatives and services for our citizens. We would like to invite you to become a part of our [Transportation Advisory Board \(TAB\)](#). Whether as a TAB member or simply as someone who engages in our process.

The TAB is made up of stakeholders from across the Transylvania service area and is representative of the various target audiences in the service area, including our most important members, one or more of our active passengers.. An actively engaged TAB is expected to hold quarterly public meetings to discuss unmet needs in the service area, service design and delivery development, including scheduling, financial matters, such as, billing rates and fares, as well as monitoring patterns of complaints regarding the transportation system.

We look forward to speaking with you about our services and how we can support your organization, as well as improve and grow public transportation in Transylvania County.

Thank you,

Transylvania County

Planning and Community Development

**Help us,
Help those,
In need.**



**Transylvania County Transportation
is in urgent need of Transit Van Drivers.
Full-time & Substitute Drivers,
with no CDL requirements needed.
Please call 828.884.3203...
And help your neighbors... *get places!***



Transylvania in Motion