

1 **DRAFT MINUTES**  
2 **TOWN OF APEX**  
3 **AD-HOC PLANNING COMMITTEE MEETING**  
4 **THURSDAY, NOVEMBER 14, 2024**  
5 **9:00 AM**  
6

7 The Ad-Hoc Planning Committee of the Apex Town Council met for a Meeting in the Training Rooms  
8 on the Third Floor at Apex Town Hall, located at 73 Hunter Street in Apex, North Carolina.  
9

10 This meeting was open to the public.

11  
12 **[ATTENDANCE]**

13  
14 Elected Body

15 Councilmember Brett Gantt, Planning Committee Chair

16 Councilmember Terry Mahaffey, Planning Committee Member  
17

18 Town Staff

19 Town Manager Randy Vosburg

20 Deputy Town Manager Shawn Purvis

21 Assistant Town Manager Marty Stone

22 Planning Director Dianne Khin

23 Long-Range Planning Manager Shannon Cox

24 Senior Planning, Long-Range Transit Katie Schwing

25 Town Attorney Laurie Hohe

26 Town Clerk Allen Coleman

27 Legislative Assistant JP Parris  
28

29 **[WELCOME]**

30 **Councilmember Gantt** welcomed everyone and reviewed the agenda.  
31

32 **[INFORMATION PROJECT UPDATES]**

33  
34 **Director Khin** provided informational updates Council had requested. She said there would  
35 be updates on land use and mobile homes coming. She spoke about the CDNC housing planning,  
36 the upcoming housing summit, and the comprehensive plan update that the Planning Department is  
37 working on. She said they have been looking at some of the concerns and discussions from the  
38 recent Work Session in regards to Rural Zoning. She said that once the Environmental Programs  
39 Coordinator is on board, they can look at that more deeply and get it finalized. She added some  
40 folks had been interested in properties on Raegan Road, and she is sharing the plan as a draft.

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1 **Councilmember Gantt** asked if the property on Raegan Road was near Tobacco Trail.

2 **Director Khin** said it was close to Stillwater

3 **Councilmember Gantt** asked if the comprehensive plan was similar to Advance Apex.

4 **Director Khin** said it was a full update of the planning jurisdiction, and Advance Apex was an  
5 update

6 **Councilmember Mahaffey** asked if this would come with the 2055 Land Use Map.

7 **Ms. Cox** said the RFP was out for that.

8 **Councilmember Gantt** said the advice has been to have things be part of rezonings without  
9 it necessarily being in the comprehensive plan.

10 **Director Khin** said it was easier for to look at certain things by property, and harder to do  
11 ordinance for the whole jurisdiction. She said zoning conditions had been very successful for  
12 environmental conditions, housing conditions, and more.

13 **Councilmember Gantt** asked if people have pushed back against requests that aren't in the  
14 ordinance.

15 **Director Khin** said they tell people to refer to prior council meetings to see what Council likes to  
16 see, and they would recommend denial if they are not working with staff.

17  
18 **[FAÇADE GRANT PROGRAM UPDATES]**

19  
20 **Director Khin** gave an overview of the updates included in the plan, and noted this was a  
21 final draft of the plan. She said they need some additional information on a couple of items (tier 3  
22 projects max amount per project), and said they could word things about types of improvements  
23 funded either way.

24 **Councilmember Gantt** asked for the differences

25 **Director Khin** said overall improvements would be based on the full building, and not just  
26 exterior of the building. She said the cost of historic home conversion was close to a million dollars,  
27 but most of the cost was not for the exterior cost. She said staff would prefer basing on the broader  
28 public good, which would be more in line with the outside.

29 **Councilmember Mahaffey** and **Councilmember Gantt** agreed they would prefer to base it  
30 on exterior improvements only.

31 **Town Manager Vosburg** said that was how it was written in this draft.

32 **Councilmember Mahaffey** asked if she needed numbers.

33 **Director Khin** said yes.

34 **Councilmember Gantt** asked for examples, and how much people needed for exterior  
35 improvements.

36 **Town Manager Vosburg** said one entity he has spoken to is looking for a larger scale, in the  
37 range of several hundred thousand or more. He said Council said it could start next fiscal year, but  
38 this fiscal is also possible. He said the full amount funded may be different if beginning this year.

39 **Councilmember Gantt** said he doesn't think they need to worry about timing as much since  
40 this is long term.

41 **Director Khin** said that wording it as "up to a maximum" means they can budget lower.

42 **Councilmember Gantt** asked if this area was the same the small-town character overlay  
43 district.

44 **Director Khin** said it was in line with the downtown festival overlay district.

45 **Town Manager Vosburg** said the intent was for this to be a catalyst project, in order to kick  
46 off more development in extended areas. He said that supports a higher dollar program.

47 **Councilmember Gantt** asked work sessions on this, easements had been used

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1 **Town Attorney Hohe** said she had drafted an easement form and a development  
2 reimbursement agreement, for things like road improvements, or other improvements that are along  
3 the lines of “standard” development adjacent to public need, as well as the façade easement  
4 document. She said the primary issue with downtown properties is that most businesses are run by  
5 tenants rather than the building owners, so the owners must sign that. She said they need to be  
6 negotiated individually. She added that guidance from Council would be needed based on  
7 parameters of public good for easement. She said that would help determine the length of  
8 easement.

9 **Councilmember Gantt** asked if there was a concern about businesses moving in, getting a  
10 grant, then closing soon after.

11 **Town Attorney Hohe** said property would still be bound by the easement, and the  
12 improvements would need to be maintained. The town would also have a right to maintain it during  
13 the remainder of the easement as well.

14 **Town Manager Vosburg** said it was written as a reimbursement, so the timing was not as big  
15 of an issue.

16 **Director Khin** said it was set up as tier 1 and tier 2, where all work has to be approved and all  
17 receipts submitted prior to reimbursement. She said typically there is more budgeted than  
18 requested.

19 **Town Manager Vosburg** said they can set an amount and don’t have to account for it right  
20 now.

21 **Councilmember Gantt** said he was concerned about a lot of projects coming in and putting  
22 pressure on what was budgeted.

23 **Councilmember Mahaffey** said they could budget for twice the maximum amount

24 **Town Manager Vosburg** said that in that case some would have to wait. He said all  
25 businesses in an area wouldn’t need to participate in this program, since it was meant to be for a few  
26 businesses to be a catalyst for expanding development in that area.

27 **Councilmember Mahaffey** recommended 200,000 budgeted for project, and 300,000 for a  
28 36-month easement. He said it would be debated more at Council. He asked about what happened  
29 if a business went over the reimbursement that was requested/approved.

30 **Town Manager Vosburg** said that would be up to Council’s policy.

31 **Director Khin** said as written it cannot be higher than originally agreed. She said tier 1 and 2  
32 people have often split different projects in different years, so they would not request the full project  
33 at once. She said they can write in something that allows flexibility above the original amount if  
34 desired.

35 **Councilmember Mahaffey** recommended adding a fast track process to revise the number  
36 with Council approval, if a project wanted to revise the budget above originally requested.

37 **Councilmember Gantt** asked if there was a concern about the first come first serve principal.

38 **Director Khin** said they can say no to a project if they wanted.

39 **Councilmember Gantt** asked about if it was legal to deny funding because of the type of  
40 business requesting it.

41 **Town Attorney Hohe** said they could do that as long as they can express a  
42 nondiscriminatory reason.

43 **Councilmember Gantt** said he was thinking about the scenario of something like a vape  
44 shop submitting first.

45 **Councilmember Mahaffey** said the reasoning could that it doesn’t provide enough public  
46 good.

47 **Town Attorney Hohe** said yes, not seeing enough public benefit should work as justification.

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1 **Town Manager Vosburg** said setting it up like that speaks to the intent.

2 **Councilmember Mahaffey** said they could tie back things to the list of criteria in the policy.

3 **Town Manager Vosburg** said that this is different than zoning

4 **Director Khin** said they have used this program to get people to do more with the small-  
5 town character overlay district.

6 **Councilmember Gantt** asked if the festival district was all within the small-town character  
7 overlay district.

8 **Director Khin** said she believed so but would confirm.

9 **Councilmember Mahaffey** asked if more things should be added to section E in order to  
10 provide firmer ground in a possible future denial. He asked if they could if they could put in a  
11 generic statement that the property use must be for the public good.

12 **Town Attorney Hohe** said yes, they could add something like that as a catch-all in section E.

13 **Councilmember Mahaffey** said he would like that, so the Council would be able to exercise  
14 some discretion.

15 **Town Attorney Hohe** said she would work out language with Director Khin regarding that.

16 **Councilmember Mahaffey** said he worries about first come first serve language.

17 **Councilmember Gantt** said there are certain buildings they all want improved, but they may  
18 not be the ones that apply first.

19 **Director Khin** said she agrees, but the guidance from the Work Session direction seemed to  
20 be first come first served. She said applications could be received year-round, and all submittals  
21 would be evaluated on their merits at a single time.

22 **Councilmember Gantt** liked that idea.

23 **Councilmember Mahaffey** agreed as well. He said a policy with maximum discretion for  
24 Council would be ideal.

25 **Councilmember Gantt** asked about the number of buildings in the festival district.

26 **Director Khin** said she doesn't have an exact number, but it includes Salem Street, churches  
27 in the area, and more.

28 **Town Manager Vosburg** asked if there was desire to begin this program prior to July 1,  
29 2025.

30 **Councilmember Gantt** said they could pass the policy this year, then have everything from  
31 January - June considered together at the beginning of July.

32 **Director Khin** said she would have to think about that, since it would be a lot of staff reports  
33 needed at once.

34 **Councilmember Mahaffey** said they didn't necessarily need to review them all at once. He  
35 said he doesn't want it to be too descriptive, and have decision in 4-6 weeks. He said worried about  
36 3 coming in on same day. Issue is the FCFS requirement, that the deciding factor is arbitrary on  
37 timing over quality.

38 **Councilmember Gantt** asked if they could do it monthly, and have discretion on what gets  
39 selected within that time.

40 **Councilmember Mahaffey** said they could review applications around every 4-6 weeks, or 2-  
41 3 Council meetings.

42 **Director Khin** said she was concerned about quick turnarounds for ones that come in on the  
43 of the timeframe, and suggested doing quarterly.

44 **Councilmember Mahaffey** said he thinks that goes against Council's intent with this, and  
45 wanted to try to keep it closer to 4-6 weeks.

46 **Assistant Town Manager Stone** suggested that a project would have to be submitted by the  
47 10<sup>th</sup> of a month in order to be considered in the following month.

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1 **Councilmember Mahaffey** said he liked that idea.

2 **Town Attorney Hohe** said Raleigh has applications open for a month at a time, then the  
3 award date is six weeks after that closing. She suggested that could be done quarterly.

4 **Director Khin** said she has never seen them submit everything they need when they submit  
5 an application. She thought about the timings and said that would be doable. She said application  
6 periods could be July, October, January, and April, and the second meeting of the following month  
7 could be when it is presented to Council.

8 **Councilmember Gantt** asked if they had the budget for the project during this fiscal year.

9 **Deputy Town Manager Purvis** said it would be doable this year, and next year a full amount  
10 will go into the budget. He said it could be pre-allocated for the audit.

11 **Director Khin** went back to the earlier map question from Councilmember Gantt, and said  
12 there was a small portion that was in the festival district, but not in the small-town character overlay  
13 district. She said new buildings do not qualify, and this area was not yet developed.

14 **Ms. Cox** said it looked to also include HSP and rest area.

15 **Town Manager Vosburg** asked if a January start would work.

16 **Director Khin** said it could be at the December 10<sup>th</sup> meeting.

17 **Deputy Town Manager Purvis** said Council could pass a certain amount they wanted to see  
18 and they could work the budget around that.

19 **Councilmember Gantt** recommended a budget amendment.

20 **Deputy Town Manager Purvis** said it doesn't need to be that, Council just needs to give  
21 them an amount they want to put towards it and they can work with it then. He said they would have  
22 enough flexibility with a full number.

23 **Town Manager Vosburg** recommended funding up to 200,000 for the remainder of this  
24 year.

25 **Councilmember Gantt** said it needs to be that amount plus the funding for tier 1 and 2.

26 **Director Khin** said those tiers were already funded in the current budget.

27 **Councilmember Mahaffey** said he was interested to see how it worked. He wondered if  
28 there would be problems with banks with mortgages.

29 **Assistant Town Manager Stone** asked if this was only for commercial properties.

30 **Director Khin** said yes.

31 **Councilmember Gantt** asked how the mortgages worked with commercial.

32 **Director Khin** said it was pretty much the same.

33 **Town Attorney Hohe** said larger projects would have an easement agreement that would be  
34 in place as part of the process, and that could be added on this item for approval as well.

35 **Director Khin** said there would be an item for the policy and wording, and then a  
36 recommended value.

37 **Deputy Town Manager Purvis** said yes, they could do a budget amendment later if needed.

38 **Director Khin** confirmed the desire was for the policy to set tier 3 at 200,000 per property, and  
39 300,000 if the easement was for 36 months.

40

41 **[TRANSIT BRIEFING]**

42 **Ms. Schwing** said they may be familiar with some things already. Ridership increased by 34%  
43 year-over-year, but it seems to have plateaued a bit at the start of this Fiscal Year. She said they have  
44 coordinated closely with GoCary on operations. She said the on-time percentage has gone down in  
45 the past few months, which is not great, and they were getting closer to the mean percentage for  
46 these types of services. She said vehicles have had breakdowns, which has required a replacement  
47 vehicle to come in from Cary, impacting times. She added that Cary has had a lot of new operators,

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1 so it takes some time to adjust. GoCary has also had a dip in FY 25, and GoTriangle and GoRaleigh  
2 started charging fares, leading to less transfers.

3 **Councilmember Gantt** said the utility of an hourly route, in an area with lots of car ownership  
4 creates a natural ceiling. He said adding routes may raise ridership some, but it's likely most people  
5 have already decided if it's a good option for them or not.

6 **Ms. Schwing** said they have core riders who utilize it regularly, and some occasional riders.  
7 She added that ridership on door-to-door service has increased, as awareness of the service has  
8 increased and people have found use cases.

9 **Ms. Schwing** moved to item 2, regarding regional funding Apex utilized. This program has  
10 been updated, and the process that happened in the spring was not adequate from Apex's POV.  
11 Apex provided comments to CAMPO about that, and they were scoped out to be updated, but did  
12 not get updated. Shannon convinced them that the program was not ready, and so they would be  
13 working on the plan further. The updated PMP was not complete, and did not speak to the  
14 necessary specifics that the town would need to properly utilize it.

15 **Councilmember Mahaffey** said it sounds like Apex is not getting a fair share of funds, and  
16 the program is too restrictive.

17 **Ms. Schwing** said yes.

18 **Councilmember Mahaffey** said Cary is fully funded.

19 **Ms. Cox** said they still put in. She said they still fund from a prior agreement, but Apex is  
20 funding now and getting this match.

21 **Councilmember Gantt** said he does not feel Apex is being treated fairly.

22 **Councilmember Mahaffey** asked about the calculation being based on tax dollars.

23 **Ms. Schwing** said yes.

24 **Councilmember Gantt** said he knew more was going out than coming in, and now there are  
25 numbers to back that up.

26 **Ms. Cox** said it had not been addressed yes.

27 **Councilmember Gantt** asked about the Wake Transit Planning exercise.

28 **Ms. Schwing** said it was part of larger Wake Plan update. It was originally planned to do in  
29 this funding cycle, but the interim update did not address enough of the issues. It's being rolled into  
30 next year's application cycle, which will match more with Wake Transit Program update, as those  
31 priorities are important to understand too.

32 **Councilmember Gantt** said there has been community pushback on money spent, but other  
33 communities aren't doing this. He said a 50/50 match will not get those people on board, and the  
34 overall money was not enough either.

35 **Councilmember Mahaffey** said there was pushback at the beginning for "empty busses",  
36 and they could point to funding through grants and matches to counter that. As that dries up and  
37 Apex puts more in themselves the pushback will be stronger.

38 **Councilmember Gantt** said a better funding match would relieve the need for graduation to  
39 a different program, and they could double service for less.

40 **Ms. Schwing** said it looks like they are looking at adding more funding for CFA, and for the  
41 mobility hub. She said they had previously been told those weren't eligible expenses. She said they  
42 won't know until the final recommendations are out.

43 **Councilmember Mahaffey** asked when that would be.

44 **Ms. Schwing** said next fall.

45 **Councilmember Gantt** said that meant it would be January 2026 before funding levels might  
46 change.

47 **Ms. Schwing** said yes.

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1 **Councilmember Mahaffey** asked if he wanted to hold off on expansion until then  
2 **Councilmember Gantt** said yes.

3 **Councilmember Mahaffey** said he wanted expansion done this year.

4 **Councilmember Gant** mentioned Sunday service. He said they can push that to  
5 Commissioners and wanted to know the specifics of what was needed.

6 **Ms. Schwing** moved on and talked about ADA service needs. She said the ADA service  
7 agreement approved in June has been delayed. She said they have been trying to get the  
8 agreement from Wake County since then, but it seems to be locked in Wake County's internal  
9 processes. She said in late August Wake County access started renegotiating with their contracted  
10 provider. She said they wanted to get that agreement done first, and then revise the June  
11 agreement. She told them that staff wanted to ratify the one that was passed, and then change it if  
12 necessary. She said this puts the town at risk, as they are currently doing the services like normal, but  
13 are not under contract. She said it has also had spillover onto the Sunday service, because ADA  
14 transportation has to be provided complimentary to the fixed routes, so both are paused. She said  
15 they are not hearing much of anything from Wake County.

16 **Director Khin** said they cannot pay their invoices, but it seems their negotiations are not  
17 going well. She said she has tried elevating it, but is not getting answers. She said she thinks it is  
18 stuck in legal and she could reach out if appropriate.

19 **Town Attorney Hohe** said she could reach out to Wake County's Attorney

20 **Town Manager Vosburg** said he would talk to County Manager Ellis at their meeting soon.

21 **Councilmember Gantt** said he doesn't know why all the regional transit things are so  
22 separate. He asked if in the Wake Transit Plan there is discussion about the effectiveness.

23 **Ms. Schwing** said not explicitly. She said there are some good and bad things with having  
24 individual agencies.

25 **Councilmember Gantt** asked if this was common in the US.

26 **Ms. Schwing** said in legacy transit cities, many have things are internally organized. In newer  
27 transit programs, contracting is normally the case.

28 **Councilmember Mahaffey** said the branding of all of the agencies was very confusing to  
29 people.

30 **Councilmember Gantt** said he thinks it leads to fewer connections than there should be.

31 **Ms. Schwing** said they have discussed that internally, and she thinks there should be more  
32 awareness for demand response. She said GoWake Access is trying to do a lot with not very much.  
33 She said it is more efficient to contract with them for this service, but they are consistently  
34 underfunded. She said they rely on a lot of grants with different requirements, and County processes  
35 are quite complex and lengthy.

36 **Councilmember Gantt** asked if the county funded them outside of the sales tax.

37 **Ms. Schwing** said not much. She said the budget is very "cobbled together" from lots of  
38 different sources, and that is very limiting to their overall budget. She said the people who use this  
39 service have no other option of transit. She said people are often not able to get trips because of  
40 capacity issues. She said she doesn't think County leadership knows about the full issue.

41 **Director Khin** said these are people who also cannot advocate for themselves, because they  
42 can't get to the Council meetings. She said this is something that also really upsets her.

43 **Ms. Schwing** said the program was eligible for 20 new vehicles at a 90% match, but they  
44 could not come up with their 10% match.

45 **Councilmember Gantt** asked if there was a pot of money for transit funds for long term stuff  
46 like trains.

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1 **Ms. Schwing** said there was millions in the fund balance for Wake Transit. She said there are  
2 internal struggles, and they are not sure leadership is aware of these issues.

3 **Councilmember Mahaffey** asked if they should talk to County Commissioners. He said  
4 reading between the line it seemed like that was what was being suggested. He asked if he could be  
5 armed with more data for a potential meeting. He'll look into setting up a meeting with the right  
6 Commissioner, and he can speak to them about what funding they can look into pushing. He said  
7 Randy could also speak with the Manager.

8 **Councilmember Gantt** said he would be happy to take part in that as well. He said it seemed  
9 like they needed to fund transit more from the property tax. He said it seems too important to only  
10 be funded by sales tax.

11 **Councilmember Mahaffey** said Commissioner Stallings could be very moved by the stories,  
12 and someone like Calabria would be interested in knowing there was a lot of grant money left on the  
13 table because of the lack of coming up with a relatively small local match.

14 **Ms. Cox** said some parts of the ADA would be more in line with CAMPO.

15 **Ms. Schwing** said the different organizations have different requirements for eligibility,  
16 booking, paying, lack of transfer, etc. She said they have identified the issue with CAMPO on this  
17 lack of coordination, but it doesn't seem to be treated with much urgency in the region. She said  
18 there doesn't seem to be a desire to coordinate these further. She said it would require coordination  
19 at the software level, sharing brokerage models, and much more.

20 **Councilmember Gantt** said he would think GoWake Access would cover the whole County.

21 **Ms. Schwing** said GoCary and GoTriangle were separate. Said they do stuff like Medicaid  
22 trips and other outside trips for that, but not out of county. Apex is the only municipality that utilizes  
23 it.

24 **Councilmember Mahaffey** asked if they could go outside of Apex jurisdiction

25 **Ms. Schwing** said they would have to coordinate separately

26 **Councilmember Mahaffey** wondered if the solution was for anyone to serve to any  
27 jurisdiction and bill the correct authority afterwards.

28 **Ms. Schwing** asked Cary if they could operate door-to-door service

29 **Ms. Cox** said they could barely keep up with what they are already doing.

30 **Councilmember Gantt** asked about pricing out what Cary does.

31 **Ms. Cox** said it would be very expensive, and Cary does not recommend doing it either.

32 **Councilmember Mahaffey** asked if there was PTP service.

33 **Ms. Schwing** said anyone over 60 is eligible for the service, and they could anywhere within  
34 Cary. She said there are conversations they are having with CAMPO staff to try and get this to the  
35 right people, and she thinks there should be more urgency.

36 **Ms. Cox** said it's a worse problem for community funding areas, where there are overlaps  
37 with three different providers, and there is not as much coverage. She said broader coordination  
38 doesn't have the momentum.

39 **Councilmember Mahaffey** asked what agency would be the best to push on this.

40 **Ms. Cox** said CAMPO should have a regional role in making sure these transit projects works,  
41 and they don't have a stake in funding for trips.

42 **Councilmember Mahaffey** said it seems CAMPO meetings seem very staff driven, and there  
43 was not much action from the board. He said they can talk to the Mayor about talking to CAMPO.

44 **Ms. Cox** said they could give a heads up that it may come up at an executive board.

45 **Town Manager Vosburg** said he would brief the mayor.

46 **Councilmember Gantt** said at some point the town could become self sufficient



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1 **Councilmember Mahaffey** said that wouldn't help with the coordination of the agencies. He  
2 said it would be ideal for Apex to take people to Cary, and then be able to bill them. He said the  
3 CAMPO idea was good, and it would be good to send the Mayor to CAMPO to help push that to  
4 their board.

5 **Ms. Schwing** said there is a large amount of funding going into Wake Transit to help transit  
6 in the region, but she said transit being so dependent on outside sources, people often work to the  
7 expectations of those sources, and not towards meeting the needs of individuals. She said it gives  
8 her optimism, but there is lots of work to be done.

9 **Councilmember Gantt** said Williamsburg, VA has a mobility hub with Amtrak and 10 bus  
10 routes. He said they do have a college and amusement park, but there was a lot of great things they  
11 were doing. He said they could look outside of the immediate area for ideas.

12 **Ms. Schwing** said VA spends a lot more of its state budget on transit than NC. She said Wake  
13 Transit helps here.

14 **Councilmember Gantt** asked if the community train being on ice for a bit would open up  
15 other things.

16 **Ms. Schwing** said yes, that would open up 3 billion dollars of capacity.

17 **Councilmember Mahaffey** asked if he thought it would happen

18 **Councilmember Gantt** said he thought S line would happen.

19 **Ms. Schwing** moved on to the transit prioritizing study update was being delayed, and  
20 would now be planned for Summer 2025. She said they have not had the capacity, but they have a  
21 new staff in place and are optimistic it would be ready for that timeframe. She said they hoped to  
22 create priorities over the next 2-3 years using the survey conducted and data, and they would look  
23 for Council approval to use as the guidance. She said this would be for FY 27 CFA funding  
24 applications, but she thinks that may also be when the CFA budget expands. She said they are  
25 currently constrained by the amount in the pot and the amount each municipality can receive.

26 **Councilmember Mahaffey** asked what the total amount was

27 **Ms. Schwing** said there was 1.6 million per year in the total pot, and some rolled over to the  
28 next year. She said they are asking for 500,000, so they can't really expand with the caps in place.  
29 She said it would not allow most CFA communities to even have a project. She hoped a lot of this  
30 would be alleviated in FY 27 and they could be competitive for the 50% match. She said the more  
31 projects come in from other municipalities, the less likely they will be to waive the 30% cap. She said  
32 Fuquay may be coming in with something next year.

33 **Councilmember Mahaffey** said the amount to each municipality seems insignificant with  
34 more municipalities.

35 **Ms. Cox** said Apex would like the 30% cap to be lifted, but other municipalities want to be  
36 able to get some of the pot.

37 **Councilmember Mahaffey** said the overall pot just needs to be larger.

38 **Ms. Schwing** said other municipalities are doing less than 50%, and Apex is basically  
39 subsidizing.

40 **Councilmember Gantt** said he also wants Holly Springs to do a local circulator to Apex.  
41 Asked if 305 would be all day.

42 **Ms. Schwing** said 305 was now all day to Apex, but there will be all day to Holly Spring soon.

43 **Councilmember Gantt** asked about if there was anything that could be done now that they  
44 know would be prioritized soon to help start service soon after FY27.

45 **Ms. Cox** said they could add frequency to route 1, but there isn't stops or route design, and a  
46 new bus would take about 15 months to come in. She said they are talking with Cary to see if they  
47 could use one of their spares.

**DRAFT | AD-HOC PLANNING COMMITTEE  
MEETING MINUTES NOVEMBER 14, 2024**

1 **Councilmember Gantt** said Transit Committee has concerns regarding Route 1.

2 **Councilmember Mahaffey** asked what those were.

3 **Councilmember Gantt** said it looks like the cost per boarding would go up, and could be  
4 significant if the boardings also don't increase proportional.

5 **Councilmember Mahaffey** said the bookings would go up.

6 **Councilmember Gantt** said he thinks in may go up x1.5 instead of x2, and the cost per  
7 boarding would get closer to 50 dollars each.

8 **Councilmember Mahaffey** asked if they could get the 50% match for it.

9 **Ms. Schwing** said she thinks they could but it's not guaranteed.

10 **Councilmember Mahaffey** asked when they would know results if they applied in January.

11 **Ms. Schwing** said April.

12 **Ms. Schwing** said they are meeting with Cary soon, but are unsure on comfort levels and  
13 availability.

14 **Ms. Cox** said bus stops were designed in house by Adam Stephenson, so they could get  
15 Right of Way earlier.

16 **Councilmember Mahaffey** said he wasn't concerned politically about a second route, as the  
17 lead time is so long. He said it's a matter of when they want to increase the frequency.

18 **Councilmember Gantt** said he thinks it would end up being 3 30 minute routes, which would  
19 be 3x the service.

20 **Councilmember Mahaffey** said he was fine to go with recommendations, but he wanted to  
21 know what could actually be done now. He said if this was more local match funding, there may be  
22 an argument to put the money in.

23 **Councilmember Gantt** said if they knew they would get an 80/20 match in FY 27, they could  
24 plan.

25 **Councilmember Mahaffey** said there were things they could do now, and some things that  
26 had barriers. He said they should just expand route 1 now if it was going to be such a long process.  
27 He said he always felt 1-hour service was a barrier.

28 **Councilmember Gantt** said he doesn't think many people would ride on a 30-minute  
29 schedule that don't use it now.

30 **Councilmember Mahaffey** asked if there was advertising regarding buses to festivals.

31 **Ms. Cox** said the new staff member coming into planning could help with that outreach.

32 **Ms. Schwing** said the management of some apartment complexes are more compliant with  
33 sending out information to their residents about it than others, but new staff can help have more  
34 direct outreach.

35 **Director Khin** said CDNC and their neighborhood tracking could be partnered with for this  
36 as well.

37 **Councilmember Mahaffey** said there could be a targeted campaign to explain to people  
38 how the service could help benefit them. He said he thinks 30 minutes would be helpful, particularly  
39 for people using it work getting to work.

40 **Councilmember Gantt** asked if there was a tradeoff for funding for things like that versus  
41 things like bus shelters.

42 **Ms. Schwing** said there is more flexibility for capital projects, because there is more  
43 possibility for other funding.

44 **Ms. Cox** said they don't want to use LAPP for this again.

45 **Ms. Schwing** said they have waived the cap for capital expenses before since it is a one-time  
46 expense.

**DRAFT | AD-HOC PLANNING COMMITTEE  
MEETING MINUTES NOVEMBER 14, 2024**

1 **Ms. Schwing** introduced the final item, and said there would be a major comprehensive plan  
2 update coming, and transit would be a part of that. She said she wanted to talk about what the  
3 definition of success for transit would be for Apex as it pertains to transit, considering budget and  
4 other limitations. She said there is an opportunity to more clearly define success in Apex’s context,  
5 and it would help explain the goals set and how they are hitting those. She said it’s also a reality that  
6 the efficiency will not be as high as an urban setting like Raleigh. She said those are considerations  
7 that need to be accounted for. She also wanted to ask what expansion would look like being unsure  
8 how much the CFA would be moving forward.

9 **Councilmember Mahaffey** said in the short term it’s important to double down on Apex  
10 Route 1, and to focus on the absolute number of riders. He said once that was solidified, things  
11 could be built and planned around that, as it would become major. He said they couldn’t expand  
12 more routes if they were going to be empty. He said focusing on Route 1 would be the best thing to  
13 focus on within the next 5 years.

14 **Councilmember Gantt** said he thinks the opposite. He said he thinks coverage is more  
15 important, and there could be land use decisions based around it.

16 **Councilmember Mahaffey** said he agreed, but he thought about that in more a long-term  
17 scenario.

18 **Councilmember Gantt** said he thinks the cost per rider would be lower with adding Route 2  
19 more than expanding Route 1.

20 **Councilmember Mahaffey** asked about what cost per rider accounted for.

21 **Ms. Schwing** said that was based on operations expenses, not capital.

22 **Councilmember Gantt** said there could also be parking decisions made when there are  
23 expanding bus services to those areas. He said it would go against arguments for parking expansion  
24 everywhere.

25 **Councilmember Mahaffey** said he agreed, but Route 2 to him would have a much longer  
26 lead time to getting everything running.

27 **Councilmember Gantt** said it seemed Councilmember Mahaffey wanted to do both, but one  
28 would be sooner.

29 **Councilmember Mahaffey** said yes, he would still want to do both as fast as possible. He  
30 said for route 2 there wouldn’t even be capital expenses for a while. He said cost per boarding  
31 would be brought up as an issue, and absolute rider numbers could go against that.

32 **Ms. Cox** said getting public engagement would help develop this as well.

33 **Councilmember Mahaffey** said he looks forward to the plan coming together, and the  
34 Council is supportive of these goals.

35 **Councilmember Gantt** said other places should appreciate that expanding transit regionally  
36 helps them as well as the destination location.

37  
38 **[ADJOURNMENT]**

39  
40 **Councilmember Gantt** adjourned the meeting at 11:07 AM.

41  
42  
43 Councilmember Brett Gantt  
Chair, Planning Committee

44 JP Parris,  
45 Legislative Assistant

46  
47 Submitted for consideration by Apex Town Clerk Allen Coleman.