

**PLANNING AND
COMMUNITY DEVELOPMENT**

Jeff Adams, Director
Darby Terrell, Planner
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**Transylvania County Transportation Advisory Board
May 8, 2024 at 2:00 PM
Large DSS Conference Room**

AGENDA

CALL TO ORDER

- I. WELCOME**
- II. AGENDA MODIFICATIONS**
- III. CONSENT AGENDA**
 - A. Minutes (February 14, 2024)
 - B. Transportation Updates from Staff
 - i. Budget Update
 - ii. Board Approval of Silver Squirrel
 - iii. Partnership with TC Library on Field Trips
 - iv. Apple Country Fixed Route Observations
- IV. NEW BUSINESS**
 - A. Q3 FY24 Transylvania County Transportation Operational Statistics
 - a. Quarter Breakdown Summary of Demand Response
 - b. Fixed Route Summary
 - B. Fixed Route Rerouting Scenarios
 - C. Bylaw Update
 - D. Land of Sky – RPO
- V. PUBLIC COMMENT** (15-minute time limit. Speakers are limited to three minutes.)
- VI. BOARD MEMBERS' COMMENTS**

ADJOURNMENT

**Transylvania County Transportation
Advisory Board
February 14, 2024, at 2:00 PM**

MINUTES

CALL TO ORDER

I. WELCOME: Chair Shelly Webb called the meeting to order at 2:00 PM. Shelly Webb, Sara Daughtry, Greta Gosnell, Deb Haight, Carla Hill, Sabrina Griffin (in place of Elaine Russell), Jeff Adams, and Traci McCormick were present. Absent was Hunter Jones and Amy Marquez. 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 (November 8, 2023)

Ms. Carla Hill motioned to approve the minutes as presented, seconded by Ms. Deb Haight. The motion passed unanimously.

IV. NEW BUSINESS: [Presentation](#)

A. Q2 FY24 Transylvania County Operational Statistics

i. Quarter Breakdown Summary of Demand Response

ii. Fixed Route Summary

Mr. Adams went over the organizational statistics for the previous quarter, and while presenting he informed the board of changing the data staff will be presenting. Mr. Adams would like the TAB to be presented with the statistics that we report to NCDOT. The members discussed the presented data. Please see below.

B. Fixed Route Rerouting Recommendations

Mr. Adams presented to the board that staff were looking into up to three different route changes. He presented to them the purpose of trying to keep the route down to an hour for the whole route. He presented to the board the stop statistics of each stop, maps showing destinations and locations of our rider's homes (please view the presentation for the slides). The board discussed the information presented.

C. Bylaw Review: Changes Discussion

Ms. Terrell presented the top areas that staff believed the board should review and decided on changes that could be made to their Bylaws. The most important

being copying both Mitchell County's and Henderson County's (WNC Source) definition of roles and responsibilities, these will align more with the purpose that NCDOT would like to see the board perform. The other changing the quorum definition, to that of what Mitchell County's define, especially with mentioning allowing members who are virtual a chance to be approved to have full voting power. Ms. Terrell also suggested with the other two counties being very similar it would be best practice to consider revamping this board's bylaw to be the same.

D. FY25 Preliminary Budget Review

Mr. Adams discussed with the board the need for staff to make them more of an asset when it comes to planning budget decisions for transportation. Mr. Adams discussed the wanting to do more advertisement and marketing. He presented two grants to the board in which staff would like to apply to receive more funding to potentially make the fixed route free, as well as provide more support for seniors in the outer reaches of the county. The board discussed the grants with staff.

Ms. Sabrina Griffin moved to approve the two recommendations presented by staff, seconded by Ms. Carla Hill. The motion passed unanimously.

E. Land of Sky – RPO

Ms. Eastland informed the board there will be a regional study being conducted by a contract service for which Land of Sky will be the main contact. This would be to see how to better connect the regions transportation systems, roads, and other forms of transportation. She also informed the board she clarified with NCDOT on the shelter locations, that were applied for in the Prioritization process through NCDOT.

F. Letter to Community Partners

- i. Increase in TAB membership.
- ii. Reach out to Potential Funding Partners.

Ms. Terrell informed the board of staff's intention on reaching out to community partners, via a letter introducing TAB. The purpose is to get more involvement from community organizations that would benefit from our services. Also, some of these organizations have grants or could provide funding for Transportation. The board discussed this item, and the organizations staff will be reaching out to on behalf of TAB.

G. Director's Report

Ms. Terrell reminded the Board of their next regularly scheduled meeting on Wednesday May 8, 2024, at 2:00PM. The next meeting will be on the 2nd floor, in the DSS large conference room. Ms. Terrell informed the board the department put together a new webpage will be active soon, this has similar information as the county webpage, but it allows for the map of the fixed route to be interactive. Staff have put the names of the current members on TAB on their website listing their names and organizations, with links to the organization website. Staff will also start putting the minutes that have been approved on the website as well.

V. **BOARD MEMBERS' COMMENTS:** There were no comments.

ADJOURNMENT

Shelly Webb motioned to adjourn the meeting at 3:34 PM, seconded by Sarah Daughtry.

The motion passed unanimously.

Darby Terrell, Planner

Chair

DRAFT

Transportation Advisory Board

Staff Report: Quarter 3 FY24 Operational Statistics/Revenue Report

Agenda Date: May 8, 2024

Prepared By: Darby Terrell

Agenda Item: A

GENERAL INFORMATION

NOTICE

None required;

DISCLOSURES

None;

ATTACHMENTS

No attachments, Infographics to be presented in PowerPoint

Background

Transylvania County Transportation Advisory Board receives each meeting a quarterly report on the operation and revenue data from the previous month. Each time they are given last year's same report to show the yearly difference. For Quarter 3 the months that will be reviewed will be October to December. There seems to be a drop in overall rides and miles compared to last year. Discussing with Transportation operations staff, there could be multiple reasons interconnecting that address this trend. One being that we had some driver availability issues during these months, specifically having one van out of commission or not being used as frequently if we were fully staffed. Another major would be the weather and it is becoming colder much sooner than last year quicker, which seasonally tends to drop our ridership during those months. Not including the holidays and weather delays that happened during those months as well.

Operational Statistics

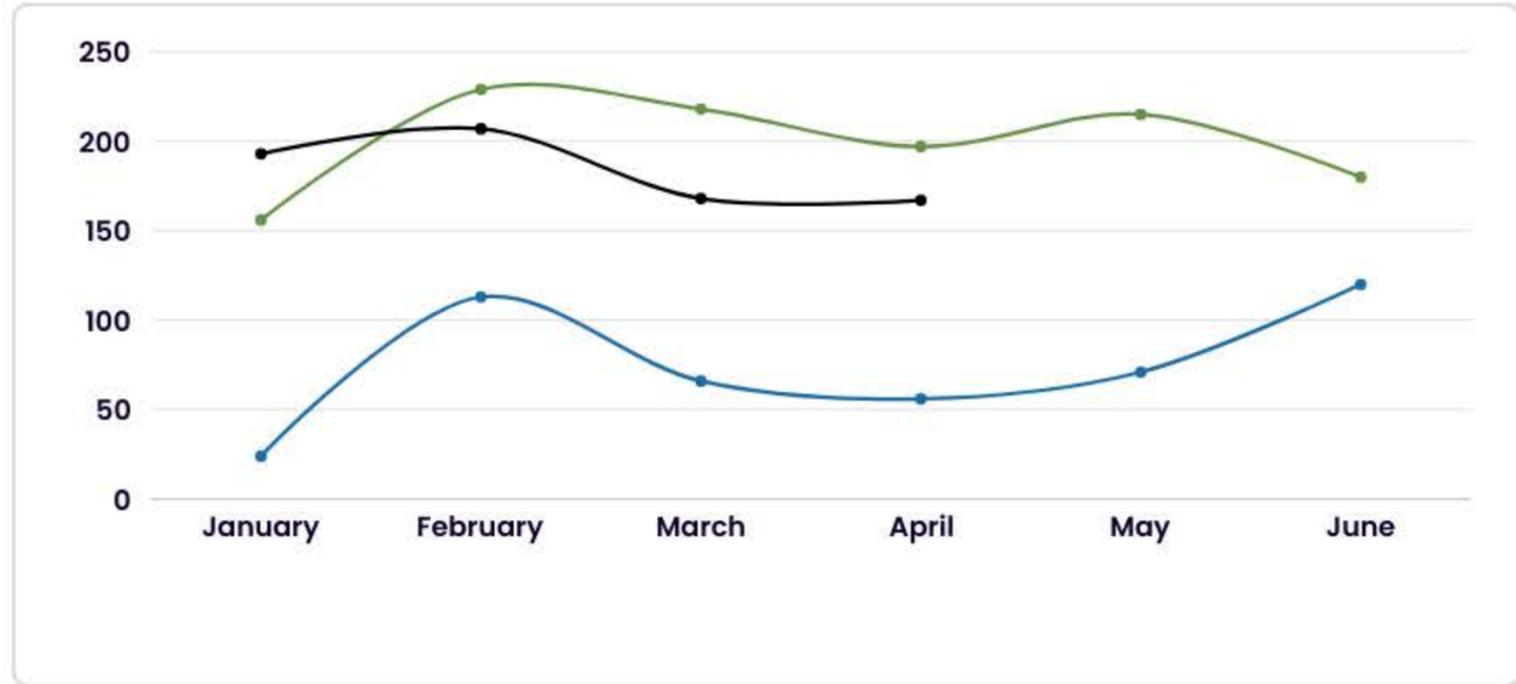
Q3	January	February	March	QRT Total
DR	20 Op Days	21 Op Days	20 Op Days	61 Op Days
Hours	396	451	408	1254
Miles	7385	8126	7376	22887
Passenger Trips	1451	1654	1554	4659
DR Cab				
Hours	64	85	76	224
Miles	1298	1814	1538	4650
Passenger Trips	196	212	212	620
Fixed Route				
Hours	191	219	210	620
Miles	3290	3717	3549	10556
Passenger Trips	193	207	168	568

Recommendation

Item is for review and discussion only, no action required.



Fixed Route Ridership

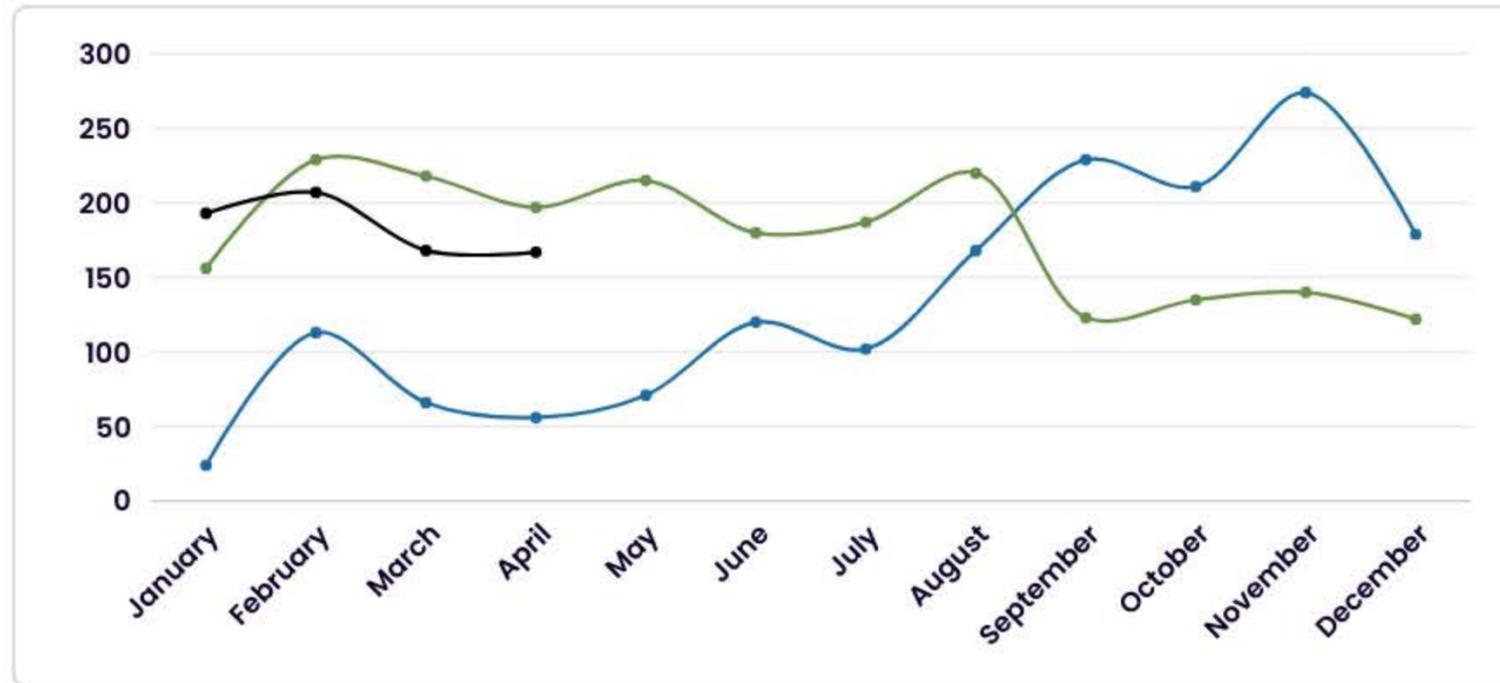


- 2022 Ridership
- 2023 Ridership
- 2024 Ridership





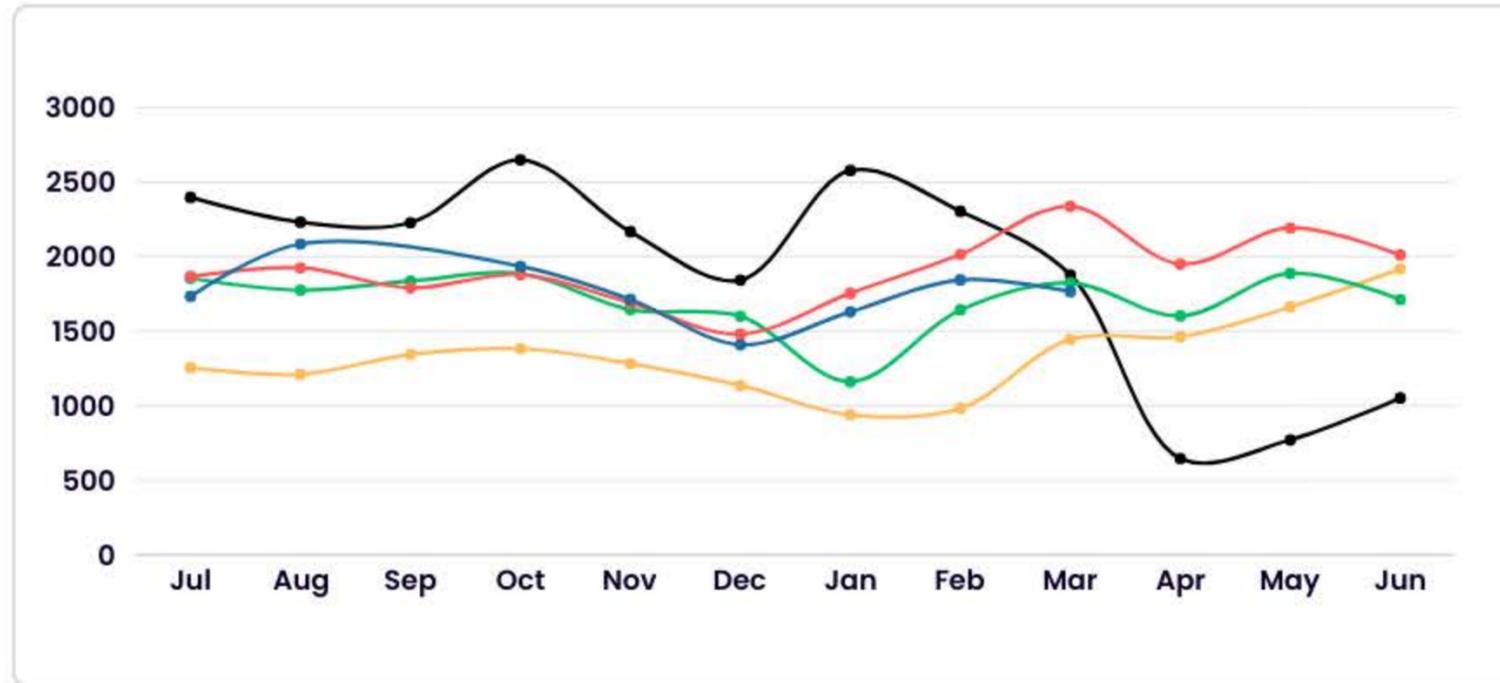
Fixed Route Ridership



- 2022 Ridership
- 2023 Ridership
- 2024 Ridership



Monthly Demand Response



- FY 2020
- FY 2021
- FY 2022
- FY 2023
- FY 2024



Transportation Advisory Board

Staff Report: Fixed-Route Rerouting

Agenda Date: May 8, 2024

Prepared By: Darby Terrell

Agenda Item: B

GENERAL INFORMATION

NOTICE

None required until action is adequately noticed;

DISCLOSURES

Any disclosures (i.e. conflicts of interest, site visits or ex parte communications)?

ATTACHMENTS

“A” Exhibits – Application Materials

B-1 Re-Routing Options;

B-2 Routing Maps Materials;

Background

Transylvania County Transportation currently operates Fixed-Route and Demand Response services throughout the service area. At the last Transportation Advisory Board meeting, the board discussed rerouting the Fixed Route with staff. During the conversation, staff informed the board that at the next meeting, there would be up to three options to review and discuss.

This is the initial step in changing some of the Transportation System operations. As the County launches an update to its 2025 Comprehensive Plan, staff proposes that the Transylvania Advisory Board (TAB) serve as a forum for routing and service recommendations. What follows is a first consideration of the re-routing of the Fixed-Route System.

Proposed Routing

Staff has put together three different options for the Fixed-Route and has mapped out each of these options for the Boards review. The first option is to keep the stops as are and move the location of the stops to the street level. For stops such as Walgreens, Food Lion, and Go Grocery, navigating the shopping centers parking lot can take up time and expose our drivers to more accidents. After reviewing the Henderson County’s fixed route system and seeing how all their stops are located on the street and understanding that most fixed routes are similar it makes sense for time and ease for both driver and passengers to find the location of the stop. This would also help market the fixed route better by having the stops visible to everyone.

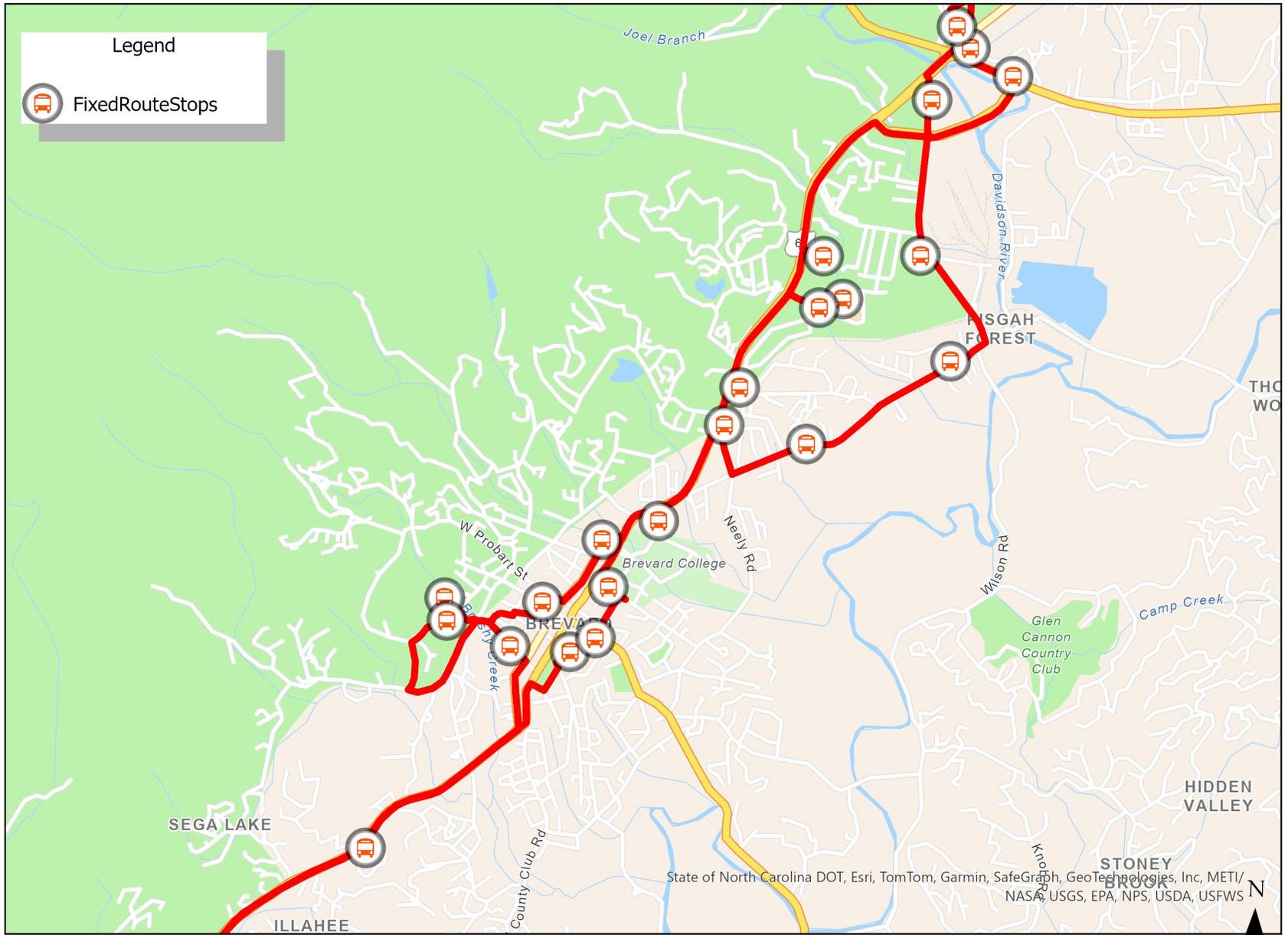
The second option is to change some stops and add additional stops in locations that see high traffic in the county or are good visitor/tourist stops that residents enjoy as well. The additions are a stop at the Library, Visitors Center downtown, Aldi, Pisgah Forest Visitors Center (which could be seasonal), Silvermont, Market Street, Lumber Yard, and Mary C Jenkins Center. The map will show the route better, as well as the list of the stops that is attached.

The third option is like the second option, but with a different route and some of the additional stops not included. This one is also an increase in stops, but include stops like Dollar General on Rosman Highway before Sav Mor. The map will show the route better, as well as the list of the stops that is attached.

*The maps will be sent out at a later date, due to them not being completed.

Recommendation

As the TAB considers changes to the routing, will examine the presented routing options and discuss changes to them as well as decide if they wish to vote on changing the route.



Transylvania Fixed Route Option 1

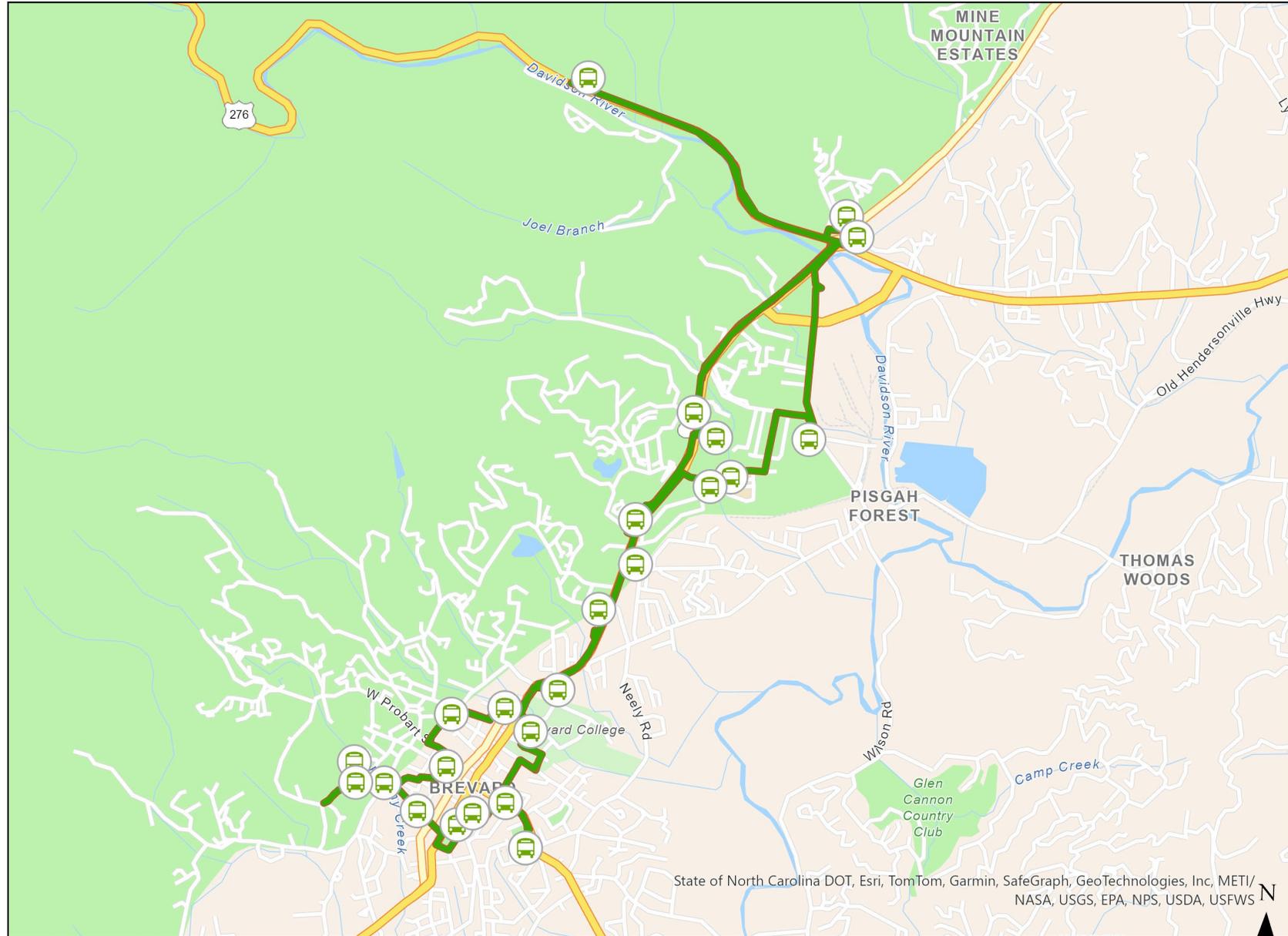
State of North Carolina DOT, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, USDA, USFWS

Opt 1 Move Signs to Street			
Stop #	Stop Name	Time from Previous Stop (Minutes)	Elapsed
1	Sav Mor	0.00	0.00
2	County Gov Campus	4.00	4.00
3	Johnson St/ E Main St	2.00	6.00
4	E French Broad (B. Coll)	2.00	8.00
5	Ingles	3.00	11.00
6	Blue Ridge Com Col	3.00	14.00
7	Cedar Hill	4.00	18.00
8	Transy Reg Hospital	3.00	21.00
9	Go Grocery Outlet	3.00	24.00
10	Dollar General PF	4.00	28.00
11	Pardee Urgent/Future Park n Ride	1.00	29.00
12	Forest Gate Shopping Center	2.00	31.00
13	Lowes	3.00	34.00
14	Sports Complex	2.00	36.00
15	TVS	3.00	39.00
16	Broad Street Terrace	2.00	41.00
17	Walgreens	2.00	43.00
18	Food Lion	4.00	47.00
19	England St/Main St	2.00	49.00
20	WNC Source/English Hills	3.00	52.00
21	Pine Crest/Hillview Apts	2.00	54.00
22	Sharing House	3.00	57.00

Stop for Removal	
New Stop	
Altered Stop Location	

Legend

-  Opt 3 Stops
-  Opt 3 Route



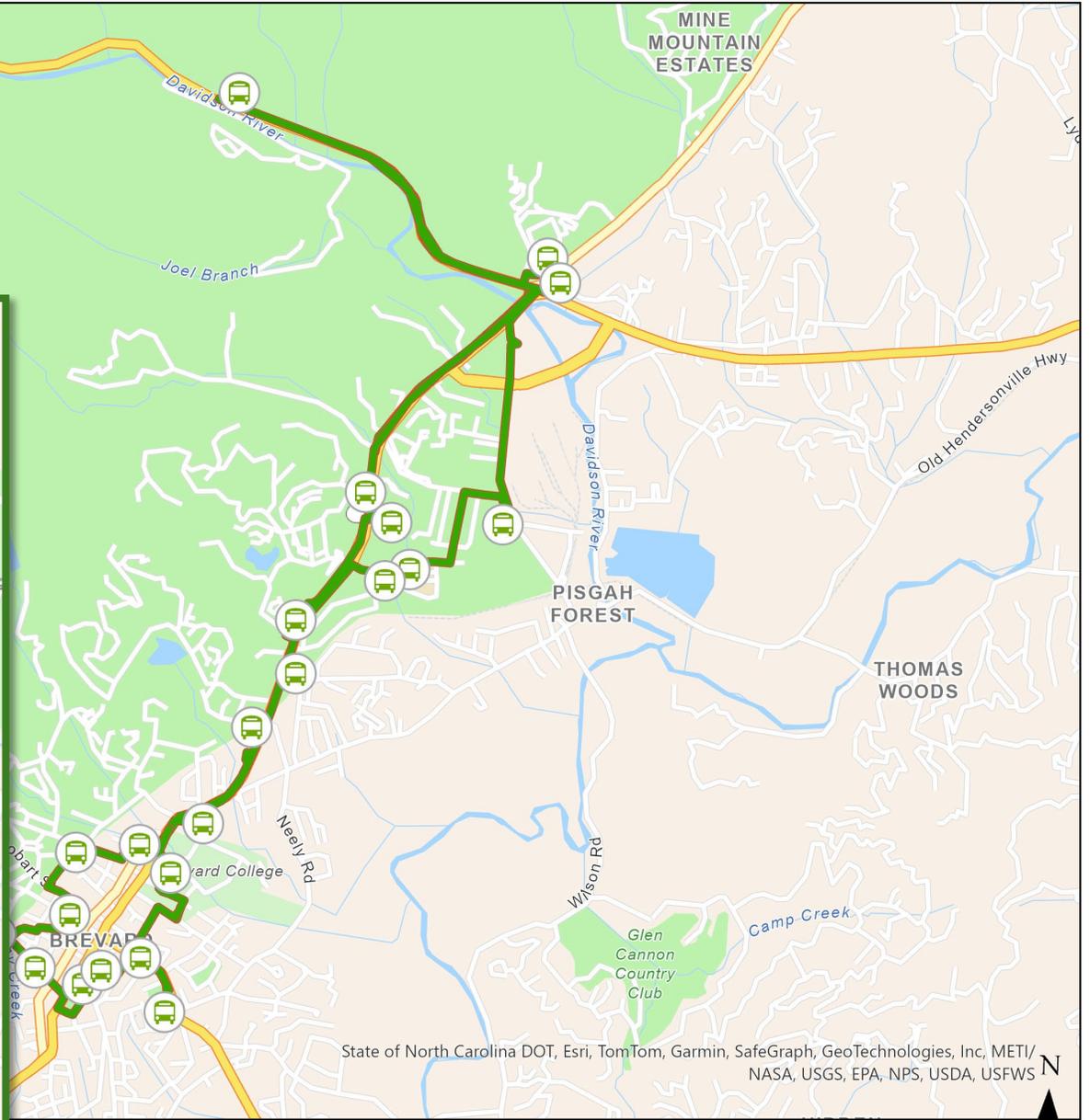
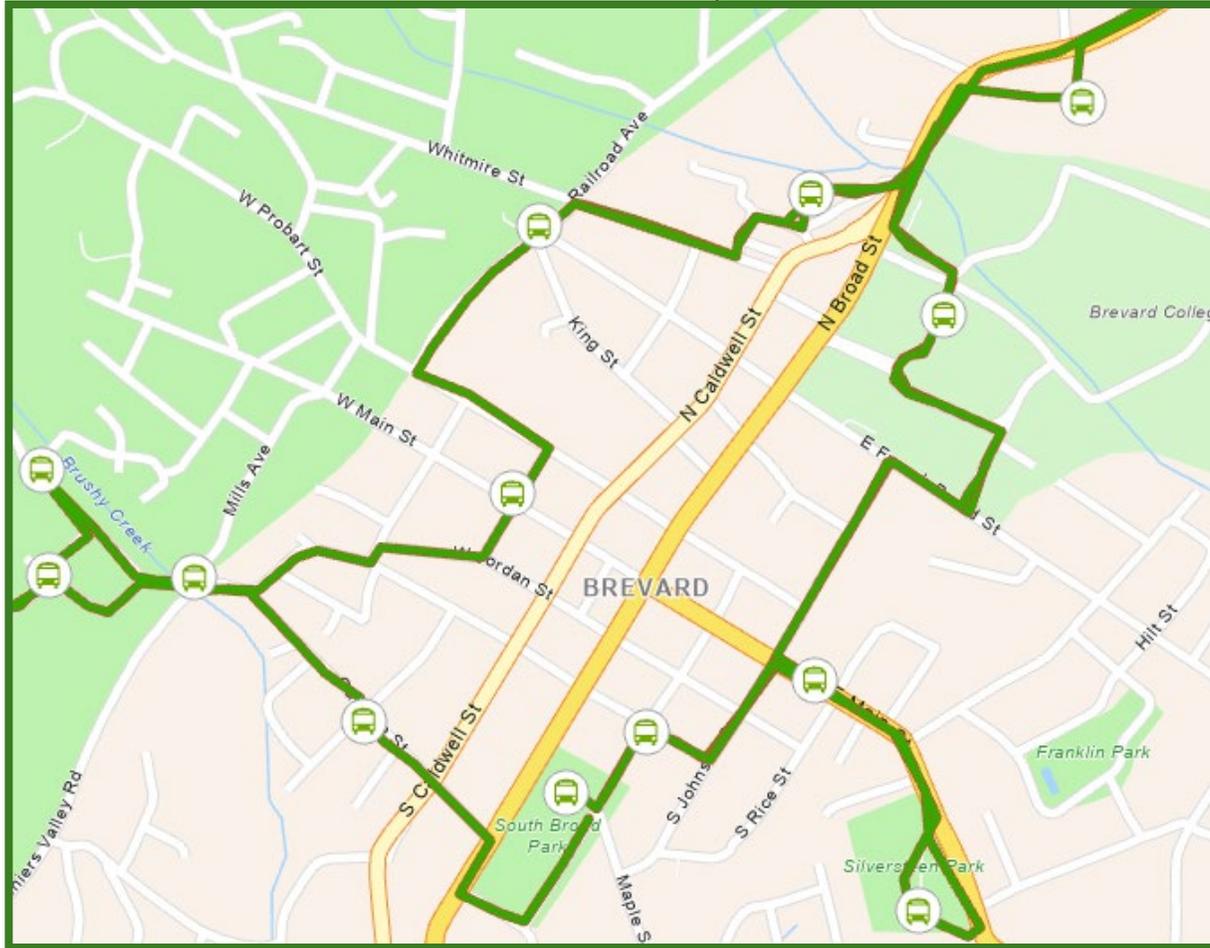
State of North Carolina DOT, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/
NASA, USGS, EPA, NPS, USDA, USFWS

Transylvania Fixed Route Option 2



Legend

-  Opt 3 Stops
-  Opt 3 Route



State of North Carolina DOT, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/
NASA, USGS, EPA, NPS, USDA, USFWS

Pennsylvania Fixed Route Option 2

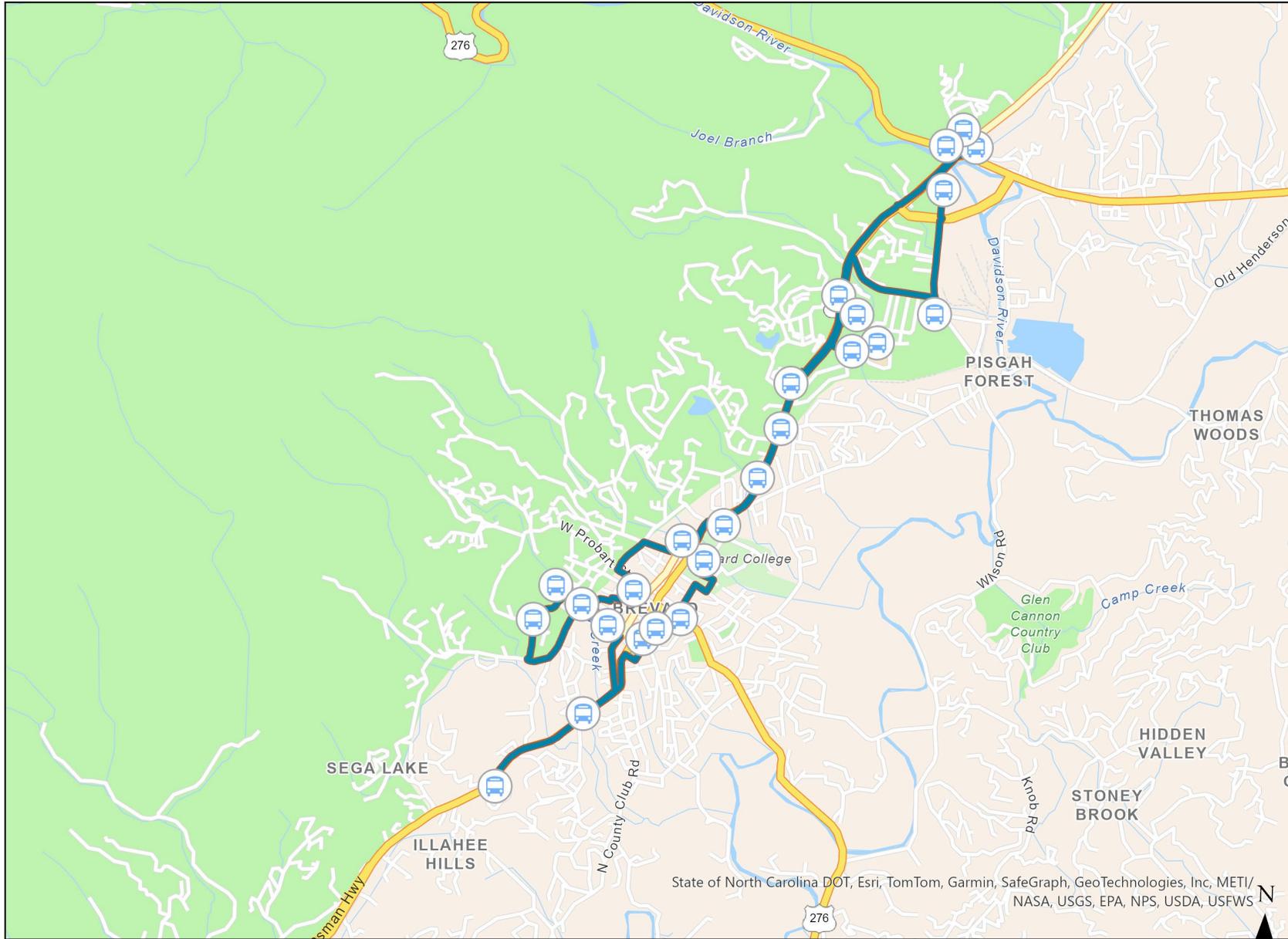


Opt 2			
Stop #	Stop Name	Time from Previous Stop (Minutes)	Elapsed
1	Library (Transfer)	0.00	
2	County Gov Campus	1.00	1.00
3	Silvermont	3.00	4.00
4	Vistiors Center	2.00	6.00
5	Brevard College	3.00	9.00
6	Ingles	3.00	12.00
7	Walgreens/Little Ceasars	3.00	15.00
8	Blue Ridge Com Col	1.00	16.00
9	Cedar Hill	4.00	20.00
10	Hospital	1.00	21.00
11	City/County Park	3.00	24.00
12	Lowe's	2.00	26.00
13	PF Park n Ride	2.00	29.00
14	Forest Gate Shopping Center	1.00	27.00
15	Pisgah Forest Visitors Center	4.00	33.00
16	Pardee Medical Asc	5.00	34.00
17	Go Grocery	2.00	36.00
18	Market Street	2.00	38.00
19	Aldi	3.00	41.00
20	Food Lion	3.00	44.00
21	Lumber Yard	2.00	46.00
22	Brevard Post Office	1.00	47.00
23	Mary C Jenkins	2.00	49.00
24	WNC Source/English Hills	1.00	50.00
25	Pine Crest/Hillview Apts	1.00	51.00
26	Sharing House	2.00	53.00

Stop for Removal	
New Stop	
Altered Stop Location	

Legend

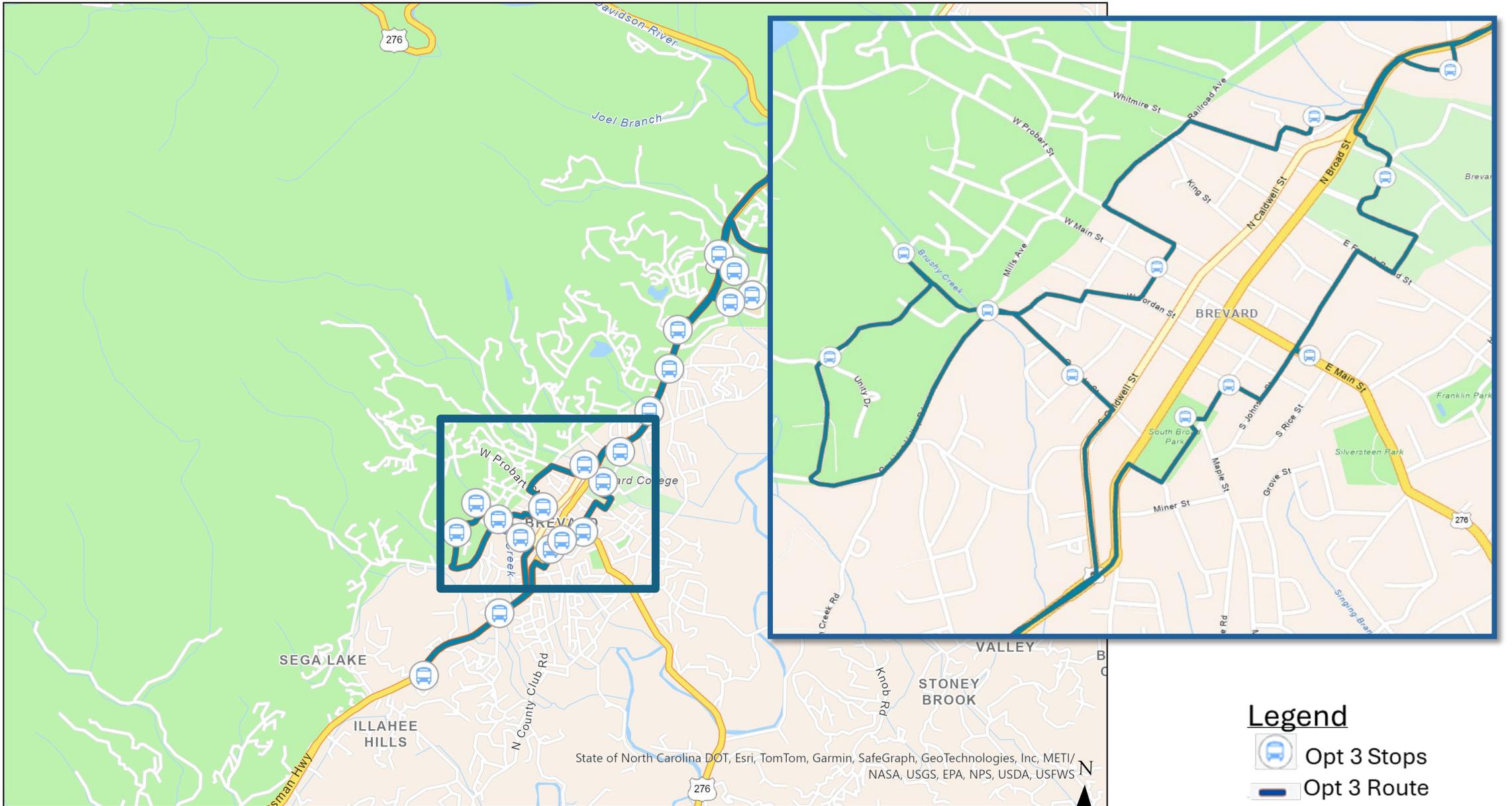
-  Opt 3 Stops
-  Opt 3 Route



State of North Carolina DOT, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/
NASA, USGS, EPA, NPS, USDA, USFWS

Transylvania Fixed Route Option 3





Transylvania Fixed Route Option 3



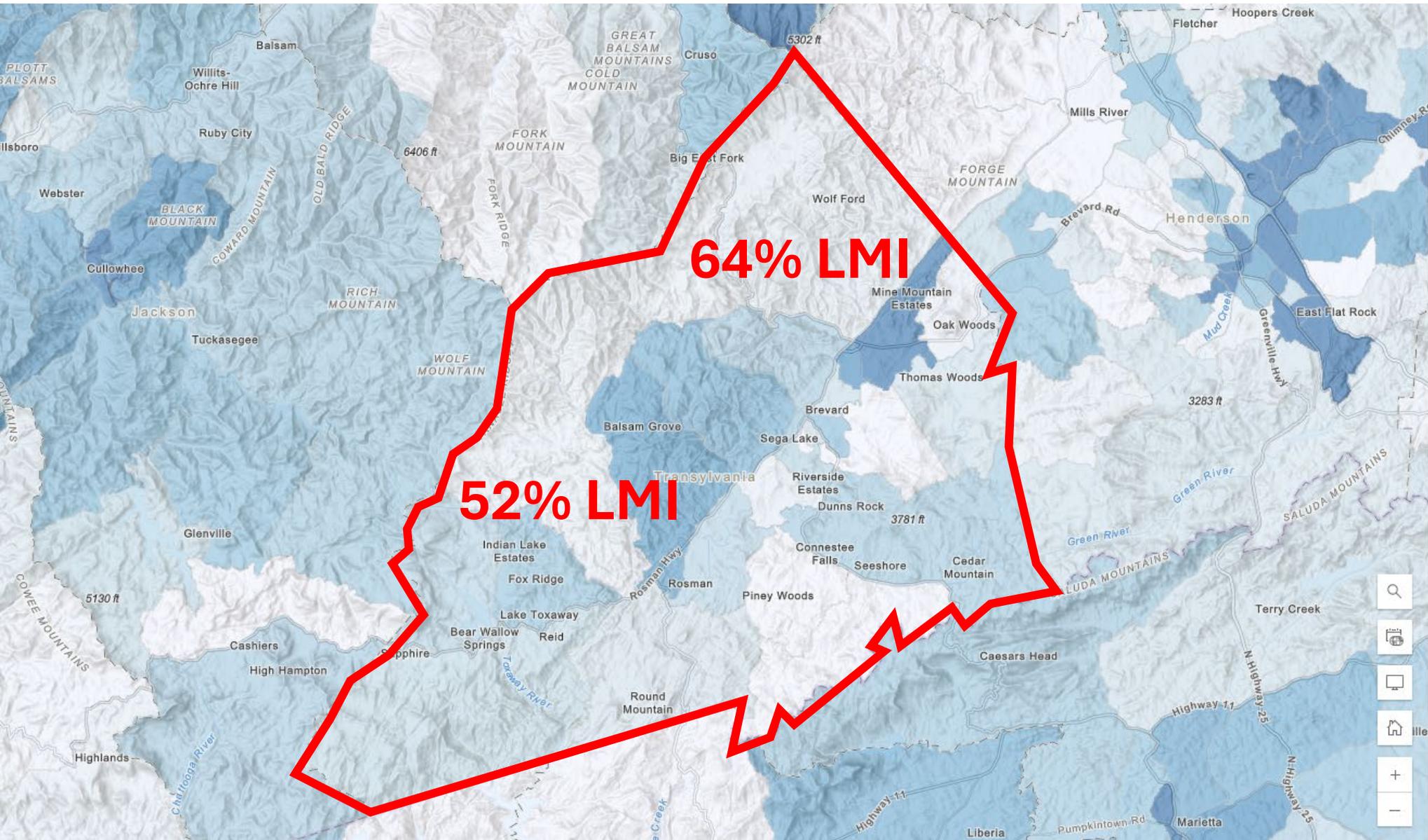
Legend

-  Opt 3 Stops
-  Opt 3 Route

State of North Carolina DOT, Esri, TomTom, Garmin, SafeGraph, GeoTechnologies, Inc, METI/ NASA, USGS, EPA, NPS, USDA, USFWS

Opt 3			
Stop #	Stop Name	Time from Previous Stop (Minutes)	
1	County Gov Campus	0.00	
2	Vistiors Center	3.00	3.00
3	Brevard College	3.00	6.00
4	Ingles	3.00	9.00
5	Osborne Rd Intersection Combine (Walgreens/BRCC)	3.00	12.00
6	Cedar Hill	4.00	16.00
7	Trans Reg Hospital	1.00	17.00
8	Go Grocery	3.00	20.00
9	Sports Complex	3.00	23.00
10	Lowe's	2.00	25.00
	Pardee Urgent/Future Park n		
11	Ride	2.00	27.00
12	Forest Gate Shopping Center	1.00	28.00
13	The Hub	1.00	29.00
14	Pardee Medical Associates	3.00	32.00
15	Market Street	2.00	34.00
16	Aldi	3.00	37.00
17	Food Lion	3.00	40.00
18	Brevard Post Office	3.00	43.00
19	Mary C Jenkins	2.00	45.00
20	WNC Source/English Hills	1.00	46.00
21	Hillview/Pine Crest	2.00	48.00
22	Sharing House	3.00	51.00
23	Sav Mor	3.00	54.00
24	Library	3.00	57.00

Stop for Removal	
New Stop	
Altered Stop Location	



Low to Moderate Income Population by Block Gr...

Properties

Use the selector above to switch between layers in the map.

Information

Symbology

Show in map legend

Low to Moderate Income Population by Block Group

Lowmod_pct

- > 0.66
- 0.44
- < 0.23

Edit layer style

Appearance

Blending

Normal

Transparency

48%

Transportation Advisory Board

Staff Report: Bylaw Review

Agenda Date: May 8, 2024

Prepared By: Darby Terrell

Agenda Item: C

GENERAL INFORMATION

NOTICE

None required;

DISCLOSURES

None;

ATTACHMENTS

“A” Exhibits – Application Materials

A-1 Draft Bylaws (3.20.24);

Background

At the last meeting the Transportation Advisory Board reviewed multiple different County’s TAB bylaws and discussed with staff changes to make. Staff are requesting the board to review the draft bylaws that include the additions discussed at the previous meeting. The discussion mostly revolved around adding to the bylaw’s language that the multiple other TAB’s bylaws include. One example includes a table which lists out the Roles and Responsibilities for the TAB members. Staff believe this is a better organization of explaining what is expected of the members. It includes an addition to the description of the composition of the TAB, as well as using the abbreviation of the board throughout the document. The other big change is changing the description of staff in some places that were not correctly changed the last time. Staff also updated the definition of what is considered a quorum is for the board.

Recommendation

Staff recommends discussing the changes and voting on updating the bylaws with the changes presented and discussed during the meeting.

Transylvania County Transportation Advisory Board By-Laws

ARTICLE I: NAME

The name of this board shall be the Transylvania County Transportation Advisory Board, hereafter stated as also referred to as TAB.

ARTICLE II: ROLES AND RESPONSIBILITIES

The ~~transportation advisory board~~ TAB shall perform the following duties or be responsible for the following functions:

- ~~1. Serve as a liaison between the residents of Transylvania County and the county government concerning transportation issues.~~
- ~~2. Serve as the advisory body to Transylvania County as lead agency in the operation of Transylvania County Transportation.~~
- ~~3. Discuss and make recommendations on unmet needs in the service area.~~
- ~~4. Review and make recommendations on service design, scheduling and billing rates and fares, and help to resolve complaints when requested by the Staff.~~
- ~~5. Monitor compliance with federal regulations and the status of any deficiencies noted in any official federal, state or local review or report.~~
- ~~6. Recommend policy and make recommendations to the staff and the Transylvania County Board of Commissioners on the transportation needs of Transylvania County citizens, particularly with respect to a coordinated and cost-effective approach to the delivery of transportation services to area human service agencies and the general public.~~
- ~~7. Work to stimulate and promote needed transportation services and programs for Transylvania County residents.~~
- ~~8. Assist public, private non-profit, private, and voluntary agencies in providing transportation services to their clients.~~
- ~~9. Assist in the development and update of the Community Transportation Services Plan (CTSP) and the local Human Services and Public Transportation Coordinated Plan.~~
- ~~10. Perform other functions as may be requested by the Transylvania County Board of Commissioners.~~

Category	Roles and Responsibilities
General	<ul style="list-style-type: none"> • <u>Serves as the advisory body to Mitchell County Transportation as lead agency in the operation of public transportation in Mitchell County.</u> • <u>Serves as a liaison between the public transportation agency and service area residents.</u> • <u>Works with local agencies, organizations and units of local government to maintain a coordinated and cost-effective approach to the delivery of transportation services.</u> • <u>Assists in formulation of the agency mission, vision, goals, objectives and strategies for shaping the public transportation agencies future.</u> • <u>Reviews public transportation services, projects and funding to ensure that they are being fairly and equitably distributed to residents of the community served.</u> • <u>Performs other functions and responsibilities as may be requested or prescribed by the transportation agencies governing board.</u>
Planning	<ul style="list-style-type: none"> • <u>Reviews planning proposals and provides comments with respect to concerns of various segments of the population in regard to their public transportation needs.</u>

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<u>Category</u>	<u>Roles and Responsibilities</u>
	<ul style="list-style-type: none"> • <u>Contributes to the long-range planning of a comprehensive and viable public transportation system.</u> • <u>Participates in the development or update of the Community Connectivity Plan (CCP), and the statewide Local Coordinated Plan (LCP).</u> • <u>Reviews various projects and issues related to coordinated public transportation and makes recommendations for better coordination. [Best Practice: Do not “rubber stamp” a plan presented to you. Ask questions about issues warranting attention.]</u> • <u>Identifies unmet service needs.</u> • <u>Assists in prioritizing needs.</u>
<u>Operations</u>	<ul style="list-style-type: none"> • <u>Recommends service improvements including proposed routes, service changes, ridership policies, and fare structures. Assists public, private non-profit, private, and voluntary agencies in providing transportation services to their clients.</u>
<u>Finance/Budget</u>	<ul style="list-style-type: none"> • <u>Advises on public transportation financial matters including funding, budgets, fares, billing rates and methods.</u> • <u>Reviews and comments on proposed operating and capital budgets.</u>
<u>Oversight</u>	<ul style="list-style-type: none"> • <u>Monitors compliance with federal regulations and the status of any deficiencies noted in any official federal, state or local review or report.</u> • <u>Evaluates the operational and financial performance of the public transportation system.</u>
<u>Outreach</u>	<ul style="list-style-type: none"> • <u>Disseminates information and holds forums to solicit public input. Participates in other community outreach efforts.</u>
<u>Advocacy</u>	<ul style="list-style-type: none"> • <u>Serves as a citizen’s advocacy group dedicated to improving and expanding the area’s public transportation system.</u> • <u>Assists in supporting and promoting the use of public transportation, and in locating, developing and obtaining funding.</u>

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ARTICLE III: BOARD MEMBERS

1. Number and Composition

- a. The Transylvania County ~~Transportation Advisory Board~~ **TAB** shall consist of 11 to 17 members. Membership shall be composed of representatives identified in the NC Department of Transportation Community Transportation Program Policy and other agencies as recommended by the Transylvania County Transportation Advisory Board, identified below, in Attachment A. A shows the list of TAB representatives recommended by the NC Department of Transportation.

2. Terms and Replacements

a. Agency representatives are appointed by position, not by name, and will serve continuously or until succeeded for whatever reason (resignation, termination, etc.). Alternates may be replaced at any time by the agency representative and do not require approval from the Transylvania County Commissioners. The agency representative should notify, in writing, the Planning and Community Development Director and TAB Chair of the change.

3. **Vacancies** -*Agency Representatives*: Vacancies of agency representatives shall be filled by the person employed by the agency to fill the vacant position appointed to the ~~Transportation Advisory Board~~TAB.

4. **Attendance** - Any member of the Board who accumulates more than three absences in a 12-month period may lose his/her status as a member of the board and may be replaced by the Transportation Advisory Board. The member should notify either the Chairperson or the ~~Support Services Administrator~~Staff when going to be absent.

5. **Agency Appointments and Delegates** - The director of an agency may appoint a delegate and/or an alternate to represent the organization on the board. In the absence of the delegate, the alternate shall represent the contracting organization and shall have full voting privileges.

5-6. **Orientation**- New Board Members shall receive orientation and a TAB member manual to educate them regarding the nature and purpose of the Advisory Board, the role of the transportation system/authority and their roles and responsibilities as Board Members.

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ARTICLE IV: OFFICERS

1. **Officers** - The Community ~~Transportation Advisory Board~~TAB shall have a Chair, Vice Chair, and a Secretary. All officers shall be members of the Transportation Advisory Board. The officers shall be elected by the Board at any meeting including such purpose and shall, unless otherwise provided by the Board, hold office for two (2) years or until their respective successors have been chosen. No more than two (2) consecutive terms shall be served in the same office.
2. **Removal of Officers** - Any officer may be removed from office by a two-thirds (2/3) majority vote of the members then in office whenever the Board in its judgment decides that it is in the best interest of the Community Transportation Advisory Board to do so.

ARTICLE V: REGULAR MEETINGS

1. Dates and Location
 - a. Regular meetings of the Transylvania County ~~Transportation Advisory Board~~TAB will be held quarterly. Date, location, and time of meetings will be established by the Transportation Advisory Board.
 - b. Special meetings of the Transylvania County Transportation Advisory Board may be called by the Staff or the Chairperson as deemed necessary to carry out the duties of the board.
 - c. Board agenda package will be provided to board members a minimum of three working days in advance of the meeting date.
 - d. Meeting dates will be established annually for the calendar year.
 - e. Public notice of all meetings will be provided in compliance with NC G.S. 143-318.12.
2. Majority Vote and Quorum Requirement - All issues shall be decided by a majority vote of the members of the Advisory Board present, except as otherwise stated herein. A quorum is defined as a majority of the members. No business may be conducted by the Advisory

~~Board without a quorum present, in-person or via accepted, as noticed, electronic means. **Quorum**—A vote by the majority of board members present at any meeting shall constitute a quorum for the transaction of business during regular or special called meetings of the board.~~

ARTICLE VI: COMMITTEES

The Transylvania County Transportation Advisory Board may designate committees as it shall determine necessary. Minutes must be taken at each committee meeting and should be filed with the official board minutes. Reports from each committee shall be given to the full membership of the board.

ARTICLE VII: BOARD OF COMMISSIONERS

The Transylvania County Board of Commissioners may direct the transportation advisory board regarding matters relating to it and may over-rule or redirect actions of the transportation advisory board.

ARTICLE VIII: AMENDMENTS

These by-laws may be adopted, altered, or appealed by the affirmative votes of a majority of the Transylvania County Transportation Advisory Board at any regular or special meeting of the board, but only if the notice of such meetings contained a copy or an accurate summary and explanation of the proposed by-laws amendment, alteration, or repeal as the case may be.

Approved as amended by the Transylvania County Transportation Advisory Board and adopted the _____ day of _____, 20__.

Chair's Signature

Staff's Signature

ATTACHMENT A

The TAB is a locally formed advisory group based on the following NCDOT/PTD guidelines and requirements:
 Recommended TAB Composition

Categories	Public Human Service Agencies	Transportation Providers	Public and Business Sectors	Government and Governmental Affiliates
Suggested number of representatives from each category	3-5	1-2	4-5	3-5
TAB members should be individuals who have knowledge about the transit needs of the general public including the elderly, minority, disabled, Limited English Proficiency (LEP), or low income populations living in the service area.	<ul style="list-style-type: none"> • Senior Services • DSS • Vocational Rehabilitation • Head Start • Sheltered Workshop • Health Department • Veterans Administration • Smart Start • Mental Health • Housing Authority • HS Transit Users 	<ul style="list-style-type: none"> • Private transportation providers • Intercity bus providers • Ambulance providers • Regional Authority • Urban System • Faith based services • Volunteers 	<ul style="list-style-type: none"> • Chamber of Commerce • Major employers • DBE Businesses • Hospital/Dialysis Center Staff • Non-profit organizations • Employment Transit Users • General Public Transit Users • Public Citizens 	<ul style="list-style-type: none"> • Economic Development • Employment Security Commission • Job Link and/or Career Centers • Elected Officials • County Government staff • Community College

*MPO/RPO representative and Emergency Management representative are strongly encouraged to attend at least one TAB meeting per year to offer advice and develop strong working relationships.

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