

**MEETING SUMMARY OF A REGULAR MEETING OF THE PUBLIC TRANSIT COMMITTEE
1ST FLOOR TRAINING ROOM, CHAPEL HILL TRANSIT**

Tuesday, September 17, 2013 at 11:00AM

Present: Jim Ward, Chapel Hill Town Council
Ed Harrison, Chapel Hill Town Council
Damon Seils, Carrboro Alderman
Cheryl Stout, UNC Public Safety
Matt Efird, Carrboro Assistant Town Manager

Absent: Lydia Lavelle, Carrboro Alderman, Jeff McCracken, UNC Public Safety, Matt Czajkowski, Chapel Hill Town Council

Staff present: Flo Miller, Deputy Town Manager, Brian Litchfield, Interim Transit Director, Rick Shreve, Administrative Analyst, Mila Vega, Transportation Planner, Nick Pittman, CHT Operations Manager, David Bonk, Long Range and Transportation Manager, Jeff Brubaker, Carrboro Transportation Planner

Guests: David King, Damien Graham and John Tallmadge from TTA.

1. The Meeting Summary of August 27, 2013 was received and approved.
2. Employee Recognition – There was no employee recognition this month.

3. Consent Items

- A. August Financial Report – Rick Shreve reviewed the report for the Partners. Brian noted that repairs to Estes Park Apartments bus stop area, the Southern Village Park/Ride bus turnaround repairs and facility safety repairs were not included as part of the FY 14 budget and staff is looking for funding alternatives.

4. Discussion Items

- A. Regional Branding Study – Damien Graham from TTA reviewed the study for the Partners. He described the next steps and options for logo designs. Brian asked if streamlining information between transit services and the coordination of services will be included in the project and Damien said it was.

Phase 2 includes the following:

1. Contribution of funds
2. Staff involvement

The Partners agreed to participate in phase 2 of the project.

- B. Orange County Bus and Rail Investment Plan – John Tallmadge reviewed the timeline for activities coming up. Work on the Annual Report will begin soon. Capital funding and how it is distributed still needs to be worked out. David Bonk noted that the MPO needs to be involved earlier in the process of updates to the plan as well as the Annual Report. Jim Ward asked that a presentation be given to the Chapel Hill Town Council in November/December.
- C. Martin Luther King Jr. Blvd. Alternatives Analysis Brian reviewed the reported and highlighted the New Starts Project Development process, budget and committees. Ed Harrison will be recommended to fill the Chapel Hill Town Council seat on the Policy Committee.
- D. Long Range Financial Sustainability Plan – Brian reviewed the status of this project and noted that the October Partners meeting will begin at 9:30AM for a Visioning Session with the consultants and the regular business meeting will follow. The scope of the project was provided for the Partners.
- E. July Performance Reports – Mila reviewed the reports for the Partners.

5. Information Items

- A. Pay for Park & Ride Update – Brian reviewed the information for the beginning of Pay for Park/Ride lot usage. There was discussion regarding the decreased usage of park/ride lots. Staff will continue to monitor the trends.
- B. Thursday Night Football Game Planning Update – This update was provided for the Partners information.
- C. Winter Weather Planning Update – This update was provided for the Partners information.
- D. CHT 40th Anniversary Celebration – CHT was started on August 1, 1974 and will be 40 years old on August 1, 2014. Brian noted that a celebration would be planned to commemorate the anniversary. Mr. Jerry Cohen has already volunteered to assist in planning.

6. Departmental Monthly Reports

- A. Operations – Provided for the Partners information.
- B. Maintenance – Provided for the Partners information
- C. Director – Brian reviewed his report and noted that the Estes Park Apartment bus stop repairs are still in negotiation.

7. Future Meeting Items

8. **Partner Items**

9. **Next meeting – October 22, 2013 (9:30AM-1:00PM)**

The Partners set a next meeting date for October 22, 2013
