

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

Tuesday, April 29, 2014 at 11:00 AM

Present: Jim Ward, Chapel Hill Town Council
Ed Harrison, Chapel Hill Town Council
Damon Seils, Carrboro Alderman
Cheryl Stout, UNC Public Safety
Than Austin, UNC Transportation Planner

Absent: Matt Czajkowski, Chapel Hill Town Council, Jeff McCracken, UNC Public Safety

Staff present: Flo Miller, Deputy Town Manager, Brian Litchfield, Transit Director, Rick Shreve, Administrative Analyst, Mila Vega, Transportation Planner, Nick Pittman, Interim Operations Manager, Matt Cecil, GIS Coordinator, Bruce Heflin, Special Projects, Jeff Brubaker, Carrboro Transportation Planner

Guests: John Tallmadge, Triangle Transit, Michael Parker

1. The Meeting Summary of March 25, 2014 was received and approved.
2. Employee Recognition – Brian reported that Javius Newman, Transit Operator II took third place in the NCPTA Roadeo held April 4-6, in Charlotte. Lafayette Poteat, Ricky Hunter and Tyffany Tapp also did a great job representing Chapel Hill Transit as they competed in the Roadeo as well. Both the Fixed Route and Demand Response divisions were presented with statewide safety awards at the NCPTA conference which was held in Charlotte April 7-9th.

Brian announced that Matt Cecil will be leaving CHT on May 9th to pursue other opportunities. He thanked him for his contribution to Chapel Hill Transit during his time here.

3. Consent Items

- A. March Financial Report – Rick reviewed the report for the Partners.

4. Discussion Items

- A. FY 15 Budget Development – Brian reviewed the schedule for the FY 15 budget development and adoption. The Managers Recommended Budget will be presented to the Town Council on May 12.

Brian reviewed the Transit Recommended Budget for FY15 which includes 3 new buses, 3 transit operators, 3 mechanics and 1 electronic technician. The Partners requested that, if

possible, up to 6 buses be purchased using financing and monies from the Orange County Bus and Rail Investment Plan.

Brian reported that \$1.1 million is expected from the Orange County Bus and Rail Investment Plan for FY 15. This money will be used to fund existing services, purchase of buses, peak hour improvements to relieve overcrowding and to increase Saturday service. UNC expressed interest in reestablishing express service on the NU route on weekends. It would be possible to use some of the Orange County Bus and Rail Investment money for this which would decrease the Partners contribution, but limit other uses of the dollars. Carrboro expressed concerns regarding this money being used for routes that are not shared, but wholly supported by UNC. Brian suggested using OCBRIP money to increase service on the CM/CW route and additional Saturday service as an alternative as these are shared routes with all the Partners. Brian will bring a recommendation to the next meeting.

The Town of Pittsboro has included \$12,000 in their budget for funding for the Pittsboro Express bus route for FY 15. Ridership has increased due to the pay for park/ride program. The cost to run this service is \$140,713.79. There is no grant money available at this time to cover any part of the cost, but an application has been submitted for JARC funds to help pay for the route. Representatives from Carrboro and UNC expressed concerns about continuing the Pittsboro route and the lack of sufficient financial support from Chatham County. The Partners agreed to fund the Pittsboro Route through FY 15. The Partners would like staff to contact Chatham County to begin conversations related to the continuation and funding of the Pittsboro Express beyond FY 15.

- B. Orange County Bus & Rail Investment Plan – Mila reviewed the updated draft plan which is scheduled for approval in May.

5. Information Items

- A. March Performance Report – This report was provided for the Partners information.
- B. North South Corridor Alternatives Analysis Update – This report was provided for the Partners information.
- C. Long Range Financial Sustainability Plan Update – This report was provided for the Partners information.

6. Departmental Monthly Reports

- A. Operations – Provided for the Partners information.
- B. Maintenance – Provided for the Partners information

C. Director – Brian reviewed his report to the Partners.

7. **Future Meeting Items**

8. **Partner Items**

9. **Next meeting** – May 20, 2014

The Partners set a next meeting date for May 20, 2014
