

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

Tuesday, June 24, 2014 at 11:00 AM

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

Absent: Matt Czajkowski, Chapel Hill Town Council

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

Guests: Michael Parker

1. The Meeting Summary of May 20, 2014 was received and approved.

Jim Ward welcomed Bethany Chaney, Carrboro Alderman, to the Partner's Committee. He also thanked Jeff Bruebaker for his support of the committee. Jeff is leaving to take a new position in California.

2. **Employee Recognition** – No Employee Recognition this month.

3. **Consent Items**

A. May Financial Report – Rick reviewed this report.

4. **Discussion Items**

A. FY 2014-15 Budget Development – Brian reported that the Town Council has approved the FY 15 Town Budget. The Transit budget included financing and use of an advance on the Orange County Bus and Rail Investment Plan funds if possible for bus purchases. Discussions with the Partners regarding the FY 16 budget year will begin in September/October.

Damien Seils noted that the Town of Carrboro also adopted their FY 15 budget which includes a 5.50% increase in contributions for transit.

Brian also reported that the PX route grant funding will continue at 50% for the FY 15 budget year and the funding will be up to 30% for FY 16.

Fuel contracts have been entered into with James River Solutions for FY 15.

Brian announced the hiring of the Procurement Specialist who will begin work in July.

- B. Long Range Financial Sustainability Plan – Brian and Rick reviewed progress to date. David Bonk asked that the \$800,000-1 million FY 16 STP-DA funds for bus purchases be included. Jim Ward would like both the Chapel Hill Town Council and the Carrboro Aldermen to be informed on the plan and Cheryl would like UNC officials included as well.

Brian noted that the FTA has a new grant program for replacement or rehab of buses and deadline for applications is August 4th. If possible, a regional application will be submitted, otherwise CHT will make our own application for the funds.

- C. North South Corridor – Purpose & Need Statement – Mila reviewed the Purpose and Need Statement and asked for Partner approval/comments. It was noted that the Central West Plan and the 202 Plan also need to be included as well as other future development plans. The Partners approved the Purpose and Need Statement. Mila also reviewed the Modes and Alignments that was included in the packet.

5. Information Items

- A. May Performance Report – Provided for the Partners information.

6. Departmental Monthly Report

- A. Operations - Provided for the Partners
- B. Director - Brian noted the Assistant Director-Operations Assessment Center will be held this week. Also, the recruitment for the Maintenance Manager has begun.

7. Future Meeting Items

8. Partner Items

9. Next meeting – August 26, 2014

10. Adjourn

The Partners set a next meeting date for August 26, 2014
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