

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

Tuesday, April 28, 2015 at 11:00 AM

Present: Jim Ward, Chapel Hill Town Council
Damon Seils, Carrboro Alderman
Bethany Chaney, Carrboro Alderman
Cheryl Stout, UNC Public Safety
Than Austin, UNC Transportation Planner
Julie Eckenrode, Assistant to Carrboro Town Manager

Absent: Ed Harrison, Chapel Hill Town Council, Meredith Weiss, UNC Finance and Administration

Staff present: Brian Litchfield, Transit Director, Roger Chapin, Assistant Transit Director, Operations, Rick Shreve, Budget Manager, Mila Vega, Transportation Planner, Nick Pittman, Operations Manager, Bergen Watterson, Carrboro Transportation Planner

Guests: Lee Storrow – Chapel Hill Town Council, Eric Hyman, Transportation and Connectivity Advisory Board, Molly DeMarco, Devin Ross, Admoa Adsare, Martin Trimble, Rebecca Ogus, Rev. Lisa Fishback – HS Route – Church of the Advocate, Orange County Justice United, Habitat Homeowners Association

1. The Meeting Summary of March 24, 2015 was received and approved.
2. **Employee Recognition** – Brian recognized recent new hires at CHT – Fixed Route – Reginald Simmons, Rodney Simmons, Maintenance Parts Clerks – Ronnie Stroud and Robby Eubanks. He also announced the recent promotion of Mark Agosto to Assistant Maintenance Manager.

Brian also announced the resignation of Nick Pittman, effective May 15th. Nick has accepted a position as Assistant Transit Director at ECU. Brian and Jim expressed their appreciation to Nick for a job well done. Nick thanked everyone for the time and experienced he gained while working at CHT.

Jim Ward asked to reverse items 4a & 4b on the agenda to accommodate guests who were here to comment on the Service Requests. The Committee agreed and the items were reversed.

3. **Consent Items**

A. March Financial Reports – Rick reviewed this report for the Partners.

4. **Discussion Items**

A. Service Requests – Brian reviewed the item for the Partners. A request was received to extend the T route beyond East Chapel Hill High School. Staff has considered this change

prior to receiving the request and agreed it is a reasonable request. However, it would require reducing times or adding a bus and driver for peak times. The cost would run approximately \$120,000/yr and it is not possible to make this change this year or next year. A response will be sent to the Town Council and Town Manager who will respond to the person who made the request. Cheryl Stout recommended keeping a running total on service requests received so that information can be provided when considering new services.

Brian reviewed a request that was received to increase the frequency and span of service on the HS route. Staff felt the request was worth staff time to study if the Partners were interested in pursuing. Jim Ward asked the representatives for the HS route if they would like to make some comments regarding the request. This group was advocating for affordable and available transportation to work for residents and for the development of the community. CHT Staff is willing to work with these groups to develop some options. Brian suggested a 30-60 day timeline for next steps and working with the advocacy groups with an update for Partners in August. It was noted that any changes need to consider current riders. The Partners asked staff to provide further information on cost, ridership, etc. Jim asked staff to investigate how the County might be involved with funding for the HS route.

A request was made for a bus shelter to be installed at Purefoy & Rogers Road. Staff will work with Carrboro to get one in place.

Bethany Chaney asked about a sponsorship program for bus shelters to help increase revenue. Brian will put this on a future agenda for discussion.

Brian reviewed a request for service to Lake Hogan Farms. He suggested considering this at a later time. Bethany Chaney suggested looking at options that might help with EZ Rider service and Brian said he would put this on an agenda in the next couple of months.

- B. FY 2015-16 Budget Development – Brian reviewed the budget development for the Partners and introduced the discussion regarding the NU route. He presented 3 options (these do not include weekends) for funding proposals.
- Option A – Full partnership paying the cost of the route
 - Option B – UNC pays for 33 minutes of each hour and the partners 17 minutes
 - Option C – UNC pays for peak running time and the partners cover off peak
- Bethany Chaney would like further investigation into options before making any recommendations and that the current cost sharing model needs to be looked at before making any changes. Cheryl Stout said that UNC would consider Option B on a temporary basis while working on getting back to the original agreement.

Staff will provide more information on Option B with weekend service, but not including summer or winter break service, as a temporary measure to get to Option A. It was also suggested to return the route to express service but that would mean adding trippers to pick up passengers left behind. Staff will provide accurate budget numbers to the Partners in the next couple of days for their consideration.

Brian reviewed funding available for capital expenses for 20-22 new buses next year. Brian said that the conversation with Partners regarding leasing buses will continue after the FY 16 budget is adopted. Jim Ward would like UNC to make this a part of their new 5 year plan.

Brian reported that he has spoken with the Chatham County Manager regarding the future of the Pittsboro route. The Chatham County Commissioners would like Brian to give them a presentation about the service in early May. UNC expressed a desire to terminate funding at the end of this fiscal year. There was discussion about this and the Partners agreed that they would like to end funding with a willingness to help Chatham County with a strategy to continue the service. Brian will let the County Manager know that the Partners have decided to end funding. Jim Ward will contact the Chapel Hill and Carrboro Mayors to enlist their help in talking with the Pittsboro Mayor about the end of the service. There were questions about TTA's role in funding this service.

5. Information Items

- A. Long Range Financial Sustainability Study – Provided for the Partner's information.
- B. Obey Creek Development Update – Provided for the Partner's information.
- C. Safety/Risk Management Initiatives Update - Provided for the Partner's information.
- D. March Performance Report – Provided for the Partners information.

6. Departmental Monthly Report

- A. Operations - Provided for the Partners.
- B. Director – Provided for the Partners.

7. Future Meeting Items

8. Partner Items

9. **Next meeting** – May 19, 2015

10. Adjourn

The Partners set a next meeting date for May 19, 2015