

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

Tuesday, March 24, 2015 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
Julie Eckenrode, Assistant to Carrboro Town Manager

Absent: Matt Czajkowski, 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, Bruce Heflin, Special Projects, Mila Vega, Transportation Planner, Flo Miller, Chapel Hill Deputy Town Manager, David Bonk, Long Range and Transportation Manager, Bergen Watterson, Carrboro Transportation Planner

Guests: Tim Payne, Nelson Nygaard, Dan Myers and Julia ?, URS, Michael Parker – Chapel Hill Planning Commission, Rick ?, Michael Sudol & Si Shi, UNC City and Regional Planning Program Degree Candidates

1. The Meeting Summary of January 27, 2015 was received and approved.
2. **Employee Recognition** – Brian recognized the new Operators and asked them to introduce themselves. Bawi Thang – Fixed Route, Rinaldo Marsh – Fixed Route, Patricia White – Fixed Route, Diane Murphy – Demand Response, Patricia Patterson – Demand Response and Detric Jones – Demand Response. Brian also thanked staff and Partners for their efforts to keep CHT rolling safely during the winter weather events this year. Jim Ward announced that Matt Czajkowski has resigned from the Council and is moving to Rwanda for a year. The Council will discuss appointing someone to fill his seat on the Public Transit Committee.
3. **Consent Items**
 - A. January & February Financial Reports – Rick reviewed these reports for the Partners and noted that the \$400,00 set aside for bus purchases has not been spent because we are still in the procurement process. If this is not spent by the end of the fiscal year, it will be carried over.
4. **Discussion Items**
 - A. North South Corridor Alternatives Analysis Study – Mila introduced the consultants who provided a presentation on the status and process of the project. Three options have been

identified – BRT operating in mixed traffic, in a dedicated curb lane or a dedicated center lane. It was noted that BRT service could be provided in a combination of these options as well. They also reviewed three BRT service options: operate solely along the corridor from Eubanks Road to Southern Village, operate along the corridor with a trip into UNC Hospitals and operate along the corridor with trips into Carolina North and UNC Hospitals. These plans will be used to help determine costs, ridership forecasts, etc. Work is also beginning on the financial plan. The consultant reviewed the next steps through the end of the study which is projected for October. The next steps include a technical analysis, final evaluation, development of the Locally Preferred Alternative and the Implementation Plan and Project Development schedule.

- B. Long Range Financial Sustainability Study – Tim Payne reviewed the status of the study. The main focus of today's presentation was the Fare Analysis. He reviewed the impacts, costs and benefits and 3 fare scenarios. The conclusion of the Fare Analysis was that implementing fares does not guarantee revenue and may in fact have negative effects on the system and its federal and state funding. The consultant did not advocate instituting fares on the CHT system. The Partners agreed and asked that the information from the presentation be sent to them for distribution to their governing boards and officials. The next steps for the overall sustainability study include looking at the leasing vehicles concept, strategy for future Partner contributions, longer term capital and staffing plans, evaluation of service growth and regional integration scenarios. Jim Ward again reiterated the urgency of leasing and purchasing new buses as a priority.
- C. FY 2015-16 Budget Development – Brian made the presentation on the budget development for the new fiscal year. He reviewed the budget priorities and the changes within the budget. The Partners endorsed putting money into capital for new buses. The new budget recommends an increase in Partner contributions by 5.5%. Brian also noted that he is meeting with the Chatham County Manager March 25th to discuss the PX route. The Partners would like to see increased financial support from Chatham County on this route.
- D. January & February Performance Reports – Provided for the Partner's information.

5. Information Items

- A. Request to Extend Service on the T Route Beyond East Chapel Hill High School – Provided for the Partner's information.
- B. FTA Grant Update – Provided for the Partner's information.

6. Departmental Monthly Report

- A. Operations - Provided for the Partners.

B. Director – Brian reported on the Estes Park repair status. Damon Seils and Bethany Chaney reported that there has been no progress on the Section 8 issue, but the priority is to get service restored. Staff will move forward on this.

7. **Future Meeting Items**

8. **Partner Items**

9. **Next meeting** – April 28, 2015

10. Adjourn

The Partners set a next meeting date for April 28, 2015
