

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

Thursday, March 22, 2016 at 11:00 AM

Present: Ed Harrison, Chapel Hill Town Council
Cheryl Stout, UNC Transportation & Parking
Michael Parker, Chapel Hill Town Council
Nate Broman, Assistant to Carrboro Town Manager
Damon Seils, Carrboro Alderman
George Cianciolo, Chapel Hill Town Council
Than Austin, UNC Transportation & Parking

Absent: Brad Ives, UNC Associate Vice Chancellor for Campus Enterprises, Bethany Chaney, Carrboro Alderman

Staff present: Brian Litchfield, Transit Director, Rick Shreve, Budget Manager, Flo Miller, Deputy Town Manager, Bergen Watterson, Carrboro Transportation Planner, Tim Schwarzauer, Grants Coordinator, Mila Vega, Transit Planner

Guests: Tim Payne & Christina Barone – Nelson Nygaard

1. The Meeting Summary of February, 2016 was received and approved.
2. **Employee Recognition** – Brian introduced Tim Schwarzauer, Grants Coordinator to the Partner's Committee. Tim joined Transit on February 10, 2015.
3. **Consent Items**
 - A. February Financial Report – Rick reviewed this for the Partners.
4. **Discussion Items**
 - A. Financial Sustainability Study – Brian introduced Tim Payne who provided an update on the Bus Replacement Plan. He reviewed the plan to date and focused on debt finance and purchases of buses. Chapel Hill Transit is part of a joint bus purchase with GoTriangle and GoDurham. The Contract Award is going to the Town Council in April.

The bus purchase and finance plan will be flexible as needed due to any changes that warrant it. Twelve vehicles will be purchased outright and another 14 will be debt financed in FY 16. Mr. Payne noted that there will be a significant increase in Partner contributions for Capital in the coming years to accomplish this. The next steps include Adopting the Capital Plan and beginning longer term visioning and planning over the next 10-15 years for

the system. UNC representatives asked what the projected completion date for the sustainability study would be. There is no projected completion date at this time.

- B. Chapel Hill Transit's Title VI Program – Tim Schwarzauer reviewed this item for the Partners.
- C. FY 16-17 Chapel Hill Transit Budget Development - Brian reviewed the update. The Orange County Bus and Rail Investment Plan dollar amounts are not available yet. Brian also reviewed the CHT goals going forward. Staff will be meeting with each Partner to go over the budget.

5. Information Items

- A. North South Corridor Study Update – Mila reviewed this item and described the LPA #6 which is being recommended with 3 options. A formal presentation will be provided next month. She asked that the Partners make a recommendation to Council at that time. The Partners urged scheduling of a Council Work Session as soon as possible. They also asked about possible funding options for the next phase of the project.
- B. Customer Survey Update – A draft report will be provided in April and a presentation will be provided at the May Partners meeting.
- C. Regional Bus Procurement Update – Brian reviewed this item. The recommendation goes to Town Council on April 11th and the Financing plan will be presented as well. He noted that there is a petition for electric buses that will be brought to the Partners in April and CHT's response will be provided as well.
- D. Federal Legislative Update – This was provided for the Partner's information.
- E. February Performance Report – This was provided for the Partner's information.

6. Departmental Monthly Reports

- A. Operations – This item was reviewed for the Partners.
- B. Director – This item was reviewed for the Partners.

7. Future Meeting Items

8. Partner Items

9. Next Meeting – April 26, 2016

10. Adjourn

The Partners set a next meeting date for April 16, 2016