

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

Tuesday, April 25, 2017 at 11:00 AM

Present: Ed Harrison, Chapel Hill Town Council
Michael Parker, Chapel Hill Town Council
Julie Eckenrode, Assistant to Town Manager, Carrboro
George Cianciolo, Chapel Hill Town Council
Cheryl Stout, UNC Transportation and Parking
Than Austin, UNC Transportation & Parking
Brad Ives, UNC Associate Vice Chancellor for Campus Enterprises
Damon Seils, Carrboro Alderman

Absent: Bethany Chaney, Carrboro Alderman

Staff present: Brian Litchfield, Transit Director, Flo Miller, Deputy Town Manager, Rick Shreve, Budget Manager, Nick Pittman, Transit Planner, Mila Vega, Transit Planner, Tim Schwarzauer, Grants Coordinator, Bergen Watterson, Transportation Planning Mgr., Tina Moon, Carrboro Planner

Guests: Fred Lampe, Todd Wiggins

1. The Meeting Summary of March 28, 2017 was received and approved as amended.
2. **Employee Recognition** – None
3. **Consent Items**
 - A. March Financial Report – Rick reviewed the information for the Partners.
4. **Discussion Items**
 - A. North South BRT Project – Environmental and Design RFQs – Mila reviewed the item and explained the draft 2 RFQs provided to the Partners. The Partners asked if CHT had the staff to handle the extra work. Brian said yes, Mila will be managing and coordinating and other Town departments will also be involved. Technical and Policy committees will be set up as well. A representative(s) from the Partners Committee will be included in the selection process for the consultants. The draft RFQ's were approved. It was noted that the first phase of this will be covered by funds from the Orange County Transit Plan.
 - B. Public Transit Committee Future Meeting Schedule – Brian reviewed the dates for the upcoming year asking for the Partners wishes on whether the November meeting

should be the 21st or the 28th. It was decided to meeting November 28th and the group approved the schedule.

- C. FY 2017-18 Transit Budget Development Update – Brian reviewed the schedule for adoption of the budget and the item in general. Rick reviewed the Key Issues including the Capital Plan. He also noted the estimated Partner contributions. Brian, then went over the Orange County Transit Plan funds, \$1.8M is anticipated, and how it will be used. It was noted that \$2.65M is expected for the NS Study Environmental and Design phase. Nick reviewed the service adjustments that are planned as well as service expansion.
- D. Short Range Transit Plan Committee Appointments – Damon Seils and Ed Harrison volunteered for the Policy Committee. UNC will email Brian with the name of their representative.
- E. Summer Construction Projects – Provided for the Partners information. There were no questions.
- F. Draft Orange County Plan – Brian reviewed this for the Partners.

5. Information Items

- A. Project Update – Provided for the Partner’s information.
- B. Federal Legislative Update – Provided for the Partner’s information.

6. Departmental Monthly Reports

- A. Operations – This item was provided for the Partners information.
- B. Director – This item was provided for the Partners information. Brian noted that the EZ Rider Advisory Committee has a draft of their Bylaws which will be provided to the Partners next month for their review.

7. Future Meeting Items

8. Partner Items

9. Next Meeting – May 23, 2017

10. Adjourn

The Partners set a next meeting date for May 23, 2017
