

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

**Tuesday, May 23, 2017 at 11:00 AM**

Present: Ed Harrison, Chapel Hill Town Council  
Michael Parker, Chapel Hill Town Council  
George Cianciolo, Chapel Hill Town Council  
Bethany Chaney, Carrboro Alderman

Absent: Julie Eckenrode, Assistant to Town Manager, Carrboro, Cheryl Stout, UNC Transportation and Parking, Than Austin, UNC Transportation & Parking, Brad Ives, UNC Associate Vice Chancellor for Campus Enterprises, Damon Seils, 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, Don Willis, Demand Response Manager, Bergen Watterson, Transportation Planning Mgr., Tina Moon, Carrboro Planner

Guests: Fred Lampe, Allen Stutts, EZ Rider Advisory Committee

1. The Meeting Summary of April 25, 2017 was received and approved.
2. **Employee Recognition** – None
3. **Consent Items**
  - A. April Financial Report – This was received by the Partners.
4. **Discussion Items**
  - A. FY 17-18 Transit Budget Development Update – Brian reported that the Town Manager has submitted his recommended budget. He noted that the items discussed by the Partners were included in the budget. Rick reviewed the proposed budget and noted that everything is on track for replacing buses. Staff is preparing a grant application for buying 4 electric buses and charging stations. Nick reviewed the service plan updates and priorities for the new fiscal year. He also reviewed the expansions included in the new budget which include:
    - NS – expand to 10:50pm at Southern Village
    - CW – expand peak hours
    - V- new Saturday route from Meadowmont through downtown to Southern VillageHe also reviewed options if more Orange County Transit Plan funds are available. Carrboro expressed interest in increased trips on the weekend to the Carrboro downtown area. A decision was deferred until the June meeting.

- B. EZ Rider Advisory Committee Policies and Procedures – Don reviewed the draft item for the Partners. The Partners made suggestions and recommended the use of an application form for applicants to the EZ Rider Committee.
- C. Short Range Transit Plan Committee Appointments – Brian reviewed the item. The Carrboro representatives to the Committees are: Damon Seils-Policy Committee and Tina Moon – Technical Committee.
- D. Disposition of Fixed Route Buses – The Partners approved the disposition plan.

5. **Information Items**

- A. Grant Application and Project Updates – Brian reviewed the item for the Partners.
- B. Triennial Review Update – Provided for the Partner’s information.
- C. Summer Construction Project Update – Provided for the Partner’s information.
- D. Legislative Update – Provided for the Partner’s information.

6. **Departmental Monthly Reports**

- A. Operations – This item was provided for the Partners information.
- B. Director – No written report provided.

7. **Future Meeting Items**

8. **Partner Items**

9. **Next Meeting** – June 27, 2017

10. Adjourn

The Partners set a next meeting date for June 27, 2017
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