



CHAPEL HILL TRANSIT
Town of Chapel Hill
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www.townofchapelhill.org/transit

CHAPEL HILL TRANSIT PUBLIC TRANSIT COMMITTEE

NOTICE OF COMMITTEE MEETING AND AGENDA

MAY 24, 2016 – 11:00 A.M. to 1:00 P.M.

CHAPEL HILL TRANSIT – FIRST FLOOR CONFERENCE ROOM

	PAGE #
1. Approval of April 26, 2016 Meeting Summary	1
2. Employee Recognition	
3. Consent Items	
A. April 2016 Financial Report	3
4. Discussion Items	5
A. Public Transit Committee Future Meeting Schedule	
B. FY2016-17 Budget	6
i. Orange County Bus and Rail Investment Plan	
C. EZ Rider Advisory Committee	9
5. Information Items	
A. North South Corridor Study Update	10
B. Grant Application Updates	11
C. Electric Bus Petition Update	13
D. Customer Survey Update	14
E. Summer Construction Project Update	15
F. EZ Rider Mobile Data Terminal Project Update	16
G. April Performance Report	17
6. Departmental Monthly Reports	
A. Operations	20
B. Director	22
7. Future Meeting Items	23
8. Partner Items	
9. Next Meeting – June 28, 2016 (11:00 a.m. – 1:00 p.m.)	
10. Adjourn	

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

Thursday, April 26, 2016 at 11:00 AM

Present: Ed Harrison, Chapel Hill Town Council
Tina Moon, Planning Administrator, Town of Carrboro
Michael Parker, Chapel Hill Town Council
Nate Broman, Assistant to Carrboro Town Manager
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, Cheryl Stout, UNC Transportation & Parking, Damon Seils, Carrboro Alderman

Staff present: Brian Litchfield, Transit Director, Flo Miller, Deputy Town Manager, Mila Vega, Transit Planner

Guests: Dan Myers, Julia Suprock and Gavin Poindexter – AECOM, Jeff Charles, Transportation and Connectivity Board, Tom Henkel and Fred Lampe in support of electric buses.

1. The Meeting Summary of March 22, 2016 was received and approved.
2. **Employee Recognition** – Brian introduced Herbert Griffin, Transit’s new HRD Partner.
3. **Consent Items**
 - A. March Financial Report – Brian reviewed this for the Partners.
4. **Discussion Items**
 - A. North South Corridor Study – Dan Myers reviewed the status of the project to date. Julia reviewed the alternatives that have been examined and how they were refined over the study and described the runningway types. She also reviewed the potential outcomes of BRT investment and the benefits to the community as a whole. Dan reviewed the community involvement community’s 2 preferred alternatives. Gavin Poindexter then described the Locally Preferred Alternative (LPA), #6, with variations and options. The Partners agreed to recommend LPA #6 to the Town Council.
 - B. Electric Bus Petition – Fred Lampe spoke on Electric Bus evaluation. Solar panels enhance the operation of electric buses. The Partners asked Brian to lay out a plan to move forward with researching electric buses.
 - C. Summer Construction Projects – Brian reviewed this item for the Partners.

5. Information Items

- A. Project Updates – This was provided for the Partners information.
- B. Automatic Passenger Counter (APC) System and Ridership Review – This was provided for the Partners information.
- C. Customer Survey Update – This was provided for the Partners information.
- D. Bus Procurement Update – This was provided for the Partner’s information.
- E. FY 16-17 Chapel Hill Transit Budget Development – Brian reviewed this item for the Partners.
- F. March Performance Report – This was provided for the Partners 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 – May 24, 2016

10. Adjourn

The Partners set a next meeting date for May 24, 2016

3A. March Financial Report

Prepared by: Rick Shreve, Budget Manager

April 2016

- Expenses for the month of April were \$1,699,274. Along with the encumbrances, which are heavily weighted towards the beginning of the fiscal year, approximately 74.91% of our budget has been expended or reserved for designated purchase (e.g. purchase orders created for vehicle maintenance inventory supplies encumber those funds, and show them as unavailable for other uses).
 - The total budget that has been expended or encumbered is somewhat skewed by the encumbrance of \$760,000 for the financing of buses. That money appears in these numbers as budgeted funds that are encumbered, which affects the totality of the available budget. Looking at individual divisions, one can see that we are in line with monthly expenditures for operating purposes.

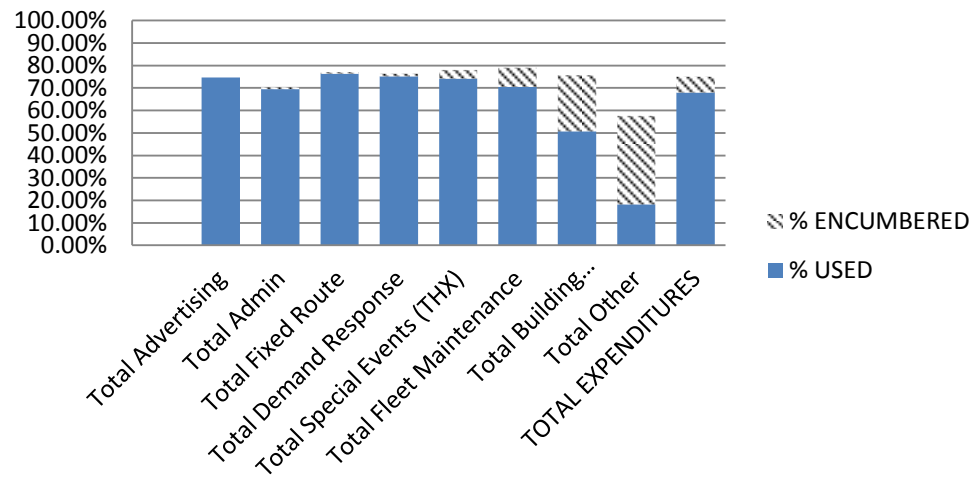
Highlights

- This aggregation of expenses and encumbrances is consistent with years past, and is perfectly in line with what we would expect at this point in the year.
- The attached data exhibits the financial information by division within CHT, and should be a useful tool in monitoring our patterns as the year progresses, and is a high-level representation of the data used by our division heads.
 - It is worth noting that the “Special Events” line is mostly comprised of Tar Heel Express expenses, and the line labeled “Other” is comprised primarily of special grant-funded expense lines that are not permanent fixtures in the division budgets.

Transit 640 Fund Budget to Actual at end of April 2016

	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL MONTH EXPENSES	ACTUAL YTD EXPENSES	CURRENT ENCUMBRANCES	BALANCE AVAILABLE	% USED OR ENCUMBERED April = 83.33%
Total Advertising	\$ 93,222	\$ 93,222	\$ 9,318	\$ 69,667	\$ -	\$ 32,873	74.73%
Total Admin	1,472,385	1,524,248	131,126	1,058,756	12,499	578,259	70.28%
Total Fixed Route	11,181,804	11,134,648	973,261	8,501,627	65,155	3,566,784	76.94%
Total Demand Response	1,926,450	1,945,450	172,343	1,463,336	20,806	648,454	76.29%
Total Special Events (THX)	317,207	317,207	12	235,211	12,328	69,680	78.04%
Total Fleet Maintenance	4,193,542	4,265,922	314,353	3,009,798	360,698	1,165,342	79.01%
Total Building Maintenance	750,765	1,019,530	29,558	517,190	253,495	410,775	75.59%
Total Other	839,640	2,160,882	69,305	395,078	850,320	35,322	57.63%
TOTAL EXPENDITURES	\$ 20,775,015	\$ 22,461,109	\$ 1,699,274	\$ 15,250,663	\$ 1,575,302	\$ 5,635,144	74.91%

CHT April 2016 YTD Expenses as % of Budget



4A. Chapel Hill Transit Public Transit Committee Future Meeting Schedule

Action: 1. Approve schedule as presented.

Staff Resource: Brian Litchfield, Director

- During the May 19, 2015 meeting, the Public Transit Committee (Partners) adopted a meeting schedule through June 2016 (generally the fourth Tuesday of each month, unless otherwise noted). Staff is recommending the adoption of a similar schedule through June 2017. If approved the schedule will be posted on the Partners' webpage and the Town's meeting calendar.

Chapel Hill Transit Public Transit Committee Meeting Schedule		
Date	Time	Location
July – No Meeting	No Meeting	CHT - 1st Floor Conference Room
August 23, 2016	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
September 27, 2016	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
October 25, 2016	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
November 15, 2016	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
December	No Meeting	CHT - 1st Floor Conference Room
January 24, 2017	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
February 28, 2017	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
March 28, 2017	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
April 25, 2017	11:00 A.M. – 1:00 PM	CHT - 1st Floor Conference Room
May 23, 2017	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
June 27, 2017	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room

Recommendation

- Staff recommends approval of the schedule through June 27, 2017, as presented.

4B. FY2016-17 Budget Development

Action: 1. Receive information and provide staff with feedback.

Staff Resource: Rick Shreve, Budget Manager
Brian Litchfield, Director

Overview

Staff will provide an update on the FY2016-17 Chapel Hill Transit budget at the May 24, 2016 Partners meeting. As noted last month, staff anticipates that FY2015-16 budget savings, as the result of additional one-time SMAP funding from the State will likely be able to reduce the Partners estimated contributions discussed during the March 22, 2016 meetings.

Orange County Bus and Rail Investment Plan

We have received the annual update from GoTriangle on the funds that will be available to Chapel Hill Transit from the Orange County Bus and Rail Investment Plan (Attachment 1) for FY2016-17, which includes:

- Capital – Bus = \$1,871,955 (~\$2,252,100 by FY18)
- North South Corridor Study = \$995,000 (~\$1,975,250 by FY17)
- Services = \$1,984,345 (\$709,047 can be used for cost of existing services)

The Manager's Recommend Budget does not include any service expansions (outside of the HS) or funding for the North South Study. However, these could be amended into the budget after July 1, 2016. We also have some remaining grant funds that will cover the necessary work on the North South Coordinator project over the summer.

Next Steps

- June 1: Budget work session, which will include a presentation on the Transit budget.
- June 6: Budget work session (if needed).
- June 13: Consider Adoption of FY16-17 budget.

Attachment

- Orange County Bus and Rail Plan Investment Letter from GoTriangle

Recommendation

- That the Partners Committee Receive information and provide staff with feedback.

April 8, 2016



Ms. Bonnie Hammersley, County Manager
 Orange County
 Link Government Services Center
 200 South Cameron Street
 Hillsborough, North Carolina 27278

Mr. Roger Stancil, Town Manager
 Town of Chapel Hill
 Town Hall, 2nd Floor
 405 Martin Luther King Jr. Boulevard
 Chapel Hill, North Carolina 27514

Dear Bonnie and Roger:

This letter is our annual communication of the amount of money that will be available in the coming fiscal year for implementation of new bus services, bus purchases, and bus capital projects consistent with the Orange County Bus and Rail Investment Plan. As you are aware, for the upcoming fiscal year, we will receive revenue from the half-cent sales tax, the \$7 increase in registration taxes levied by the County, and the additional \$3 increase in the vehicle registration fee levied by GoTriangle.

We provide the following availability of funding for FY17 – Transit Services, Bus Acquisitions, and Bus Capital Projects. Please note that the portion available for increased cost of existing services is based on the actual FY15 receipts of the \$7 vehicle registration fee. The interlocal implementation agreement limits these funds to the actual receipts of the last audited fiscal year (FY15).

Transit Services

Transit Provider	Remaining FY16 Funds as of March 31, 2016	New Local Funds Available for FY17	Projected Unspent Carryover Funds	Total Local Funds Available for FY17	Portion Available for Increased Cost of Existing Services
Chapel Hill Transit	\$1,789,443	\$1,984,345	\$0	\$1,984,345	\$709,047
OPT	\$448,408	\$372,065	\$0	\$372,065	\$41,664
GoTriangle	\$75,060	\$744,130	\$0	\$744,130	--

**Transit Services - total local funds available for FY17 assumes all remaining FY16 funds are expended by June 30, 2016 (no carryover). Any FY16 funds not expended will be carried over to FY17.*

Bus Acquisitions

Transit Provider	Remaining FY16 Funds as of March 31, 2016	New Local Funds Available for FY17	Projected Unspent Carryover Funds	Total Local Funds Available for FY17 (65% of total cost)	Assumed Federal and State Grant Amounts* (35% of total cost)
Chapel Hill Transit	\$921,691	\$950,263	\$921,691	\$1,871,955	\$1,007,976
OPT	\$97,768	\$0	\$97,768	\$97,768	\$52,644
GoTriangle	\$297,993	\$316,754	\$297,993	\$614,747	\$331,018

Bus Capital Projects

Transit Provider	Remaining FY16 Funds as of March 31, 2016	New Local Funds Available for FY17	Projected Unspent Carryover Funds	Total Local Funds Available for FY17 (54% of total cost)	Assumed Federal and State Grant Amounts* (46% of total cost)
Combined	\$1,345,573	\$1,332,692	\$1,345,573	\$2,678,265	\$2,281,485

North-South Bus Corridor Project

Transit Provider	Remaining FY16 Funds as of March 31, 2016	New Local Funds Available for FY17	Projected Unspent Carryover Funds	Total Local Funds Available for FY17 (25% of total cost)	Assumed Federal and State Grant Amounts* (75% of total cost)
Chapel Hill Transit	\$980,250	\$995,000	\$980,250	\$1,975,250	\$5,925,750

**Assumptions of federal and state grant funds are based on Staff Working Group consensus, and each jurisdiction is responsible for applying for those funds directly. If grant funds do not become available, each jurisdiction is responsible for managing the expenses of their program of projects to the local funds available.*

Any request for funds to proceed with bus purchases or bus capital project spending that exceeds the total local funds available will be considered only if based on a specific detailed request to advance local revenues from future years. The Staff Working Group will then need to consider the implications on other projects in the Plan and must agree to the request before GoTriangle can advance the funds.

We will provide you with a detailed program for planned spending of GoTriangle’s revenues on new GoTriangle services and capital projects by April 29, 2016. I ask that you supply us with your programming of the bus operating and capital funds identified above by that same date, April 29, 2016. Please use the attached template for providing the information about your plans. Should you choose to use some portion of these new funds to cover the “increased cost of existing service,” we will need an explanation of those increased costs.


Submit via e-mail to:

Sharita Seibles
 GoTriangle
 Financial Analyst II
sseibles@gotriangle.org
 919-485-7454

Our staff will then take no more than two weeks to review your plans to confirm their consistency with the Orange County Bus and Rail Investment Plan and the Interlocal Implementation Agreement, before notifying you to proceed.

Our Board, my staff, and I have been pleased to work with you to give the citizens of Orange County the improved transit services they have voted to support. Please let me know if you have any questions or need more information. We look forward to receiving your program of spending for the upcoming fiscal year.

Sincerely,



Jeff Mann
 Attachments (2)

CC: Mayor William V. Bell
 Mr. Harmon Crutchfield

DISCUSSION ITEM

May 24, 2016

4C. EZ Rider Advisory Committee

Action: 1. Receive information and provide staff with feedback

Staff Resource: Brian Litchfield, Director

This item will be provided to the Partners at the meeting on May 24, 2016.

5A. North-South Corridor Study Update

Staff Resource: Mila Vega, Transit Service Planner

Background

The Chapel Hill Town Council adopted the Locally Preferred Alternative (LPA), as recommended by the Transit Partners, on the April 27th meeting and authorized staff to work with the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) on incorporating the LPA into the regional transportation plan. The Council also authorized the staff to develop and submit an application to the Federal Transit Administration (FTA) for the Small Starts Project Development Phase. Transit staff is currently working with the MPO and the FTA. The consultant team is working on finalizing the study document.

The consultant provided a quote for the FTA application development. The work will require an additional \$25,000. While this task is not included in the original scope, the staff worked with the consultant team to identify funding in the existing grant budget.

There is no funding in the FY2016-17 budget allocated towards the next phase of the project. However, the Orange County Bus and Rail Investment Plan money could be utilized if we are accepted into Project Development and work needs to occur in FY2016-17

The staff provided several updates to stakeholders related to the adopted LPA:

- Town of Chapel Hill Planning Board 5/3/2016
- Orange County Board of County Commissioners (BOCC) 5/17/2016

Additional updates are planned as follows:

- Town of Chapel Hill Transportation and Connectivity Board 5/24/2016
- Town of Carrboro Board of Alderman - TBD
- UNC ACT Board – TBD

Additional information on the study is available on the project website: www.NSCStudy.org.

Attachment

- April 27th, Chapel Hill Town Council Item:
http://chapelhill.granicus.com/MetaViewer.php?view_id=7&event_id=451&meta_id=127503

5B. Grant Application Updates

Staff Resource: Tim Schwarzauer, Grants Coordinator
Brian Litchfield, Transit Director

FTA 5310 - Senior Shuttle

- Chapel Hill Transit submitted an application on April 28th to the Durham MPO for 5310: Enhanced Mobility of Seniors and Individuals with Disabilities. Transit applied for \$216,000.00, with a 50% match of \$108,000.00 from the MPO, over the next two years to offset the continued cost of operating our Senior Shuttle. The MPO Technical Committee is currently reviewing applications and will make recommendations on May 25th, 2016. The Board will act on June 6th, 2016.

TIGER Discretionary Grant

- Chapel Hill Transit applied for \$1.2 million in funding from the Federal Transit Administration's Transportation Investment Generating Economic Recovery (TIGER) competitive grant program to conduct a feasibility study of constructing a solar canopy over the Transit bus parking lot. FY 2016 TIGER discretionary grants will fund capital investments in surface transportation infrastructure and will be awarded on a competitive basis for projects that will have a significant impact on the nation, a metropolitan area, or a region, based on criteria such as environmental sustainability, state of good repair, financial benefits and innovation. Chapel Hill Transit has previously developed a plan to install a community-financed solar development project. The plan, developed by the Town's Office of Sustainability and Economic Development, proposes the installation of a solar parking canopy over the current fleet parking lot, which can double to protect our buses and staff from the elements in addition to generating power for the facility. The main physical components of this conceptual lease agreement would be a set of roughly 1MW (megawatt) elevated photovoltaic solar panels that would provide shaded parking throughout the bus lot as well as generate approximately 1.4 million kWhs (kilowatt-hours) of renewable electricity every year.

FTA 5339 Competitive Grant

- Chapel Hill Transit recently helped coordinate the submission of a statewide application for the Federal Transit Administration's 5339 (b) Bus and Bus Facilities Discretionary Program. The purpose of the 5339 program is to improve the condition of the nation's public transportation bus fleets, expand transportation access to employment, educational, and healthcare facilities, and to improve mobility options in rural and urban areas throughout the country. The joint application includes bus replacement requests from urban transit systems across the state, and some rural facilities projects. As part of

5B. Grant Application Updates

the application, we requested funding for up to 20 new 40' buses, with a minimum request of funding for two buses. The state application was submitted on May 13th and included letters of support from North Carolina's congressional delegation, public state entities and the private sector.

5C. Electric Bus Petition Update

Staff Resource: Brian Litchfield, Transit Director

Overview of Petition

- The Chapel Hill Town Council received a petition (http://chapelhill.granicus.com/MetaViewer.php?view_id=7&clip_id=2698&meta_id=122640) requesting Town staff evaluate the usage and economic viability of electric buses.
- The Chapel Hill Mayor and Town Manager have referred the petition to the Chapel Hill Transit Partners Committee for review.
- The Chapel Hill Transit Partners Committee received the petition at their April 26, 2016.

Additional Information

- Foothills Transit Battery Electric Bus Demonstration Results – report developed by the National Renewable Energy Laboratory (NREL): <http://www.nrel.gov/docs/fy16osti/65274.pdf>. The NREL is a national laboratory of the U.S. Department of Energy Office of Energy Efficiency & Renewable Energy Operated by the Alliance for Sustainable Energy, LLC
- Staff has requested that Nelson\Nygaard develop a scope of work for a potential study of alternatively powered transit vehicles, including but not limited to: Electric, Compressed Natural Gas, and Hydrogen. Staff expects to have a draft scope by the June 28, 2016 Partners Meeting.

Fiscal Note

- Partners would need to identify/dedicate funds to provide outside resources to assist with a fully detailed study.

5D. Customer Survey Update

Staff Resource: Tim Schwarzauer, Grants Coordinator

Overview

Chapel Hill Transit's Customer Survey was conducted February 22nd - 27th, by ETC Institute. Raw data tables were provided to Chapel Hill Transit on March 30th and were included in our Title VI submission to the Federal Transit Administration (FTA). A draft review was provided on April 22nd and was reviewed by transit staff. A final report was presented to Chapel Hill Transit on May 5th. A presentation by ETC Institute staff has been scheduled for the June Partner's meeting.

Attachment

- Chapel Hill Transit Passenger Survey

5E. Summer Construction Project Detours

Staff Resource: Nick Pittman, Transit Planning Coordinator

Overview

As reported last month, several road construction and development projects will impact Chapel Hill Transit services over the summer. Some new information on a couple of these projects include:

- **Hillsborough Street** - OWASA and their contractors will be closing one lane on Hillsborough Street between Franklin Street and Martin Luther King Jr. Boulevard between June 6th and August 22nd for waterline construction. Due to the northbound lane closure, the A Route (to Southern Human Services) will detour from Raleigh Street, left onto Franklin Street, and right onto Columbia Street where it will resume normal routing at Hillsborough Street. All bus stops will be served along the detoured portion of the route. Additional signage will be placed onboard each A Route bus and at the affected stops, along with information being posted on the Town and Transit webpages.
- **Ridge Road Reconstruction** - Ridge Road will be reconstructed from Manning Drive to Stadium Drive. Reconstruction includes new curb/gutter, sharrow markings for bicycles, new crosswalks, and pavement resurfacing. Ridge Road will also be resurfaced between Stadium Drive and Country Club Road. Ridge Road will be closed to through traffic, and traffic will be detoured to Stadium Drive and South Road. This \$400,000 project is led by the NC Department of Transportation and scheduled for June to August 2016. The A, CCX, DX, RU, and U Routes will be detoured during this closure. Should the project extend past August, the NU and Weekend NU Routes will also be detoured.

Additional information on projects is available at the following link: www.townofchapelhill.org/roadwork. Staff will continue to work with our Partners to share information on detours, as information becomes available.

5F. EZ Rider Mobile Data Terminal Project Update

Staff Resource: Henry DePietro, Administrative Services Manager

Overview

Chapel Hill Transit needs to replace 21 outdate mobile data terminals (MDT) – on-board computers for our EZ Rider demand-response vehicles. The new units will integrate with existing proprietary software that the Town has been using since 2008. The contract for this project will include the equipment, installation support, on-site training, and equipment warranty. The Chapel Hill Town Council approved the contract for this project, following a recommendation by the Chapel Hill Transit Partners.

Project Update 5-16

- 5-20-16 Chapel Hill Transit received delivery of 21 new mobile data terminals.
- 5-23-16 Installation of the MDT units will begin this week.
- 6-1-16 TRAPEZE Staff will be on site at CHT to complete installation of units.
- 6-1-16 TRAPEZE training staff will be on site to conduct Operator Training June 1, 2 and 3.

Following installation and training, Demand Response staff will then begin using the MDT units in the daily operation. Staff will monitor usage and reliability of data being recorded. At some point over the next several months paper manifests may be eliminated once MDT Units are deemed reliable.

5G. April Performance Report

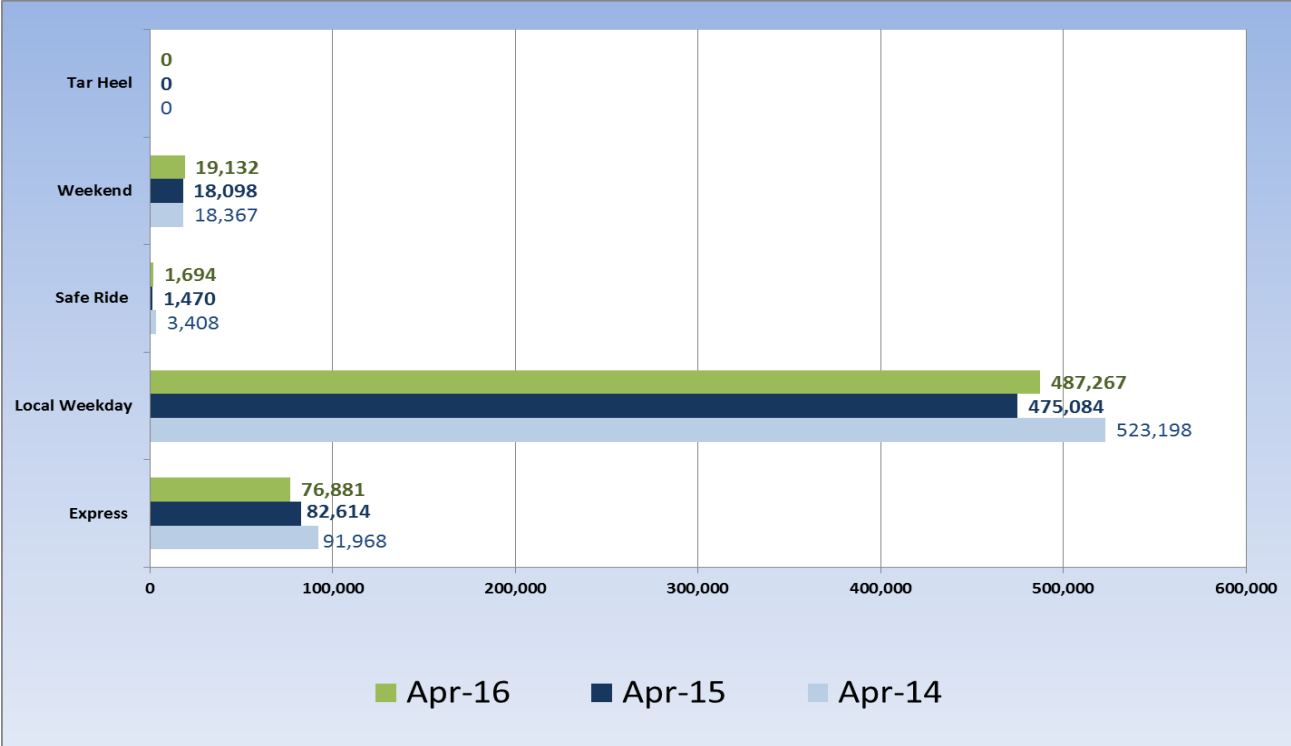
Staff Resource: Mila Vega

Staff is working with Nelson Nygaard on validating APC data and reviewing collection process and equipment maintenance procedures.

April 2016 Ridership and Service Days

	Apr-14	Apr-15	Apr-16
Weekday Service Days	21	21	21
Safe Ride Service Days	12	11	14
Saturday Service Days	5	5	5
Sunday Service Days	4	4	4
Tarheel Express Service Days	0	0	0

	Apr-14	Apr-15	Apr-16
Express	91,968	82,614	76,881
Local Weekday	523,198	475,084	487,267
Safe Ride	3,408	1,470	1,694
Weekend	18,367	18,098	19,132
Tar Heel	0	0	0



	Apr-14	Apr-15	Apr-16	FY13-14	FY14-15	FY15-16
Weekday Service Days	21	21	21	208	206	208
Safe Ride Service Days	12	11	14	91	88	90
Saturday Service Days	5	5	5	47	48	48
Sunday Service Days	4	4	4	32	33	32
Tarheel Express Service Days	0	0	0	27	25	26
FCX	43,491	38,133	36,918	430,606	388,895	371,996
HU	8,568	7,094	6,489	98,447	79,833	70,573
JFX	10,941	10,277	10,878	112,776	104,067	106,845
CPX	11,865	10,277	10,605	117,041	109,316	107,194
CCX	11,613	9,943	10,290	102,266	97,921	98,175
DX	1,974	2,081	1,701	21,938	19,675	17,562
PX	3,516	4,810		35,156	33,519	
A	30,768	27,776	28,774	277,522	257,403	245,078
CL	3,423	2,760	2,940	39,162	29,585	29,067
CM	15,582	13,784	11,592	135,624	125,688	113,773
CW	18,816	17,972	17,451	190,761	179,610	169,316
D	37,752	37,265	35,679	396,947	366,600	348,902
F	18,774	18,439	17,514	192,719	179,529	180,655
G	21,440	17,883	18,543	198,641	179,185	173,958
HS	3,843	3,355	3,150	35,635	29,580	28,061
J	82,614	75,643	77,112	777,790	746,375	750,943
N	14,238	13,840	10,899	129,166	129,573	112,569
NS	71,185	68,966	75,054	706,725	719,281	714,849
NU	37,023	31,306	32,655	288,857	276,336	270,614
RU	41,278	40,220	43,911	320,205	347,447	321,908
S	36,561	31,597	31,290	336,226	322,854	295,293
T	24,045	19,066	20,244	220,829	185,758	185,243
U	53,613	44,820	49,707	439,452	433,971	426,319
V	12,243	10,392	10,752	120,717	108,063	102,423
SAFE G	348	245	168	4,366	1,901	1,412
SAFE J	972	536	714	8,378	4,235	3,989
SAFE T	2,088	689	812	17,134	9,729	5,137
Weekday Fixed Route Total	618,574	559,167	565,842	5,755,085	5,465,927	5,251,845
Change from previous year (%) weekday		-10%	1%		-5%	-4%
CM	694	683	650	5,855	4,873	5,644
CW	1,328	1,740	1,430	11,171	13,165	11,597
D	1,741	1,698	1,395	14,076	13,321	12,431
NU (sat)	2,343	1,701	2,360	14,890	15,295	13,613
T	2,007	1,423	1,505	15,610	13,858	11,024
U (sat)	4,508	3,598	4,820	27,220	25,052	33,082
FG	885	1,215	1,105	7,924	8,791	8,679
JN	1,068	1,073	1,075	9,582	9,461	8,844
NU (sun)	2,505	2,316	2,032	15,995	19,367	16,494
U (sun)	1,290	2,652	2,760	15,524	20,243	22,378
Weekend Fixed Route Total	18,367	18,098	19,132	137,845	143,425	143,785
Change from previous year (%) weekend		-1%	6%		4%	0%
Total Fixed Route Passenger Trips	636,941	577,265	584,974	5,892,931	5,609,352	5,395,630
Change from previous year (%)		-9%	1%		-5%	-4%
Senior Shuttle		864	782		6,905	7,525
Tar Heel Express/Special Service	0	0	0	143,949	124,243	108,287
Demand Response	5,648	4,843	5,481	53,562	44,435	44,844
All Service Categories Ridership	642,589	582,972	591,237	6,090,442	5,784,935	5,556,286
Change from previous year (%)		-9%	1%		-5%	-4%
Average Weekday FR Ridership	29,456	26,627	26,945	27,669	26,534	25,249

6A. Operations

Staff Resource: Maribeth Lewis-Baker, Fixed Route Operations Manager
 Peter Aube, Maintenance Manager
 Katy Luecken, Training Coordinator

Fixed Route Operations Manager – Maribeth Lewis-Baker

- Perfect Attendance – April 2016 – 39% or 44 Fixed Route Operators had perfect attendance for the month
- On time Performance – April 2016 – 80%
- April Operations/Safety Meetings – DOT Compliance Training
- 4/10 – Carrboro Open Streets – Operator Ronald Watson represented CHT at the event
- 4/17 – Touch a Truck – Operator Akalema Pherribo represented CHT at the event
- 3/21/16 Training Class - (2) candidates are still in training
- CHT welcomed Operator Paula Abney and Apprentice Keith Albright as graduates from the 3/21 class
- 4/4/16 Training Class – (2) candidates in training
- 5/2/16 Training Class – (1) candidate in training

Catch us at our Best – We had several compliments this month, here are a few samples:

Fixed Route Transit Operator Chris McKoy received a Twitter Shout-Out on 4/11/16:

“@astuebe Shout-out to the driver of D Bus 1007 who waited for me to sprint across Franklin St @chtransit”

Fixed Route Transit Operator Bryant Saunders received a Twitter Shout-Out from Carrboro Alderperson Chaney on 4/11/16:

“@Chaney4Carrboro – Friendliest bus driver ever on #1315, CW route this morning. @CHTDirector @chtransit”

Fixed Route Transit Operator Mike Purdie received a Twitter Shout-Out on 4/19/16:

“@chtransit The driver on the morning CPX (bus 740 today) is the best! He’s always so happy! Starts my day on a good note every day!”

Fixed Route Transit Operator Laronda Shipmon made Christopher Bennett’s day on 4/21/16 while operating the FCX route:

“This morning I got off the bus and nearly forgot my bicycle; my driver went out of her way to make sure I did not - she even had a smile on her face the entire time. It was truly appreciated. I know this was such a simple act on her part - but to me it meant a great deal. I've always enjoyed the staff with Chapel Hill Transit; my driver this morning was yet another example of the professionalism I continue to appreciate with your organization. She made my morning and made me thankful that someone was looking out for me!”

Events

5/6/16 Go Chapel Hill Bike event

5/8/16 UNC Spring Commencement

5/21 Regional Bus Rodeo at Go Raleigh

5/23-5/25 CHT is providing support for the Valor Games
6/10 – 6/12 – State Bus Rodeo Competition in Concord, NC

Training Coordinator – Katy Luecken

- We have had five Fixed Route trainees complete training during the last month.
- We have one training class in progress, which consists of one Fixed Route trainee and one Demand Response trainee. Their training will conclude at the beginning of June.
- Our Fill-In Supervisors have completed training and are out on the road by themselves.
- Our next class begins on June 13th. We are estimating four Fixed Route trainees and one Maintenance trainee. Demand Response trainees are to be determined.

Maintenance Manager – Peter Aube

- Fixed route ran 180,099 miles in April.
- Demand response ran 33,516 miles in April.
- Non-revenue vehicles ran 23,025 miles in April.
- Maintenance performed 54 Preventive Maintenance Inspections (98% on-time).
- Provided the following training for Mechanics:
 - In-house Allison Hybrid diagnostic training.
 - Continued in house A/C training to all Techs with A/C certification.
- Maintenance performed 29 road calls from March. (6,210 miles per road call)
- Collaborated with HR to fill one open Mechanic position.
- Collaborated with procurement specialist to coordinate year end contract renewals (ongoing).
- Completed 12 seasonal A/C PM inspections previously done by Thermo-king.
- Started campaign to strip and wax floors on the buses (intend to complete entire fleet once per year).
- Continued tire survey of fleet performed by Michelin Engineer.
- Continued testing of 2 different diesel fuel additives in buses.

Nine Maintenance Employees completed the Month of April with Perfect attendance

6B. Director

Staff Resource: Brian Litchfield

- The Director's Report will be provided at the meeting on May 24, 2016.



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**CHAPEL HILL TRANSIT PUBLIC TRANSIT COMMITTEE
 FUTURE MEETING ITEMS**

MAY 24, 2016

June 28, 2016	
Action Items	Informational Items
FY 16-17 Budget Update Customer Survey	Electric Bus Petition Financial Sustainability Study Update
July – No Meeting	
Action Items	Informational Items
August 23, 2016	
Actions Items	Informational Items
FY 16-17 Budget Update	Electric Bus Petition Financial Sustainability Study Update

<u>Key Meetings/Dates</u>
MPO Board – June 8, 2016, 9-11AM, Committee Room, Durham City Hall
TCC Meeting – May 25, 2016, 9-11AM Committee Room, Durham City Hall
TCC Meeting – June 22, 2016, 9-11AM Committee Room, Durham City Hall
NCPTA State Roadeo and Annual Conference, June 10-15, 2016, Charlotte, NC
MPO Board – August 10, 2016, 9-11AM, Committee Room, Durham City Hall
TCC Meeting – August 24, 2016, 9-11AM Committee Room, Durham City Hall