



CHAPEL HILL TRANSIT
Town of Chapel Hill
6900 Millhouse Road
Chapel Hill, NC 27514-2401

phone (919) 969-4900 fax (919) 968-2840
www.townofchapelhill.org/transit

CHAPEL HILL TRANSIT PUBLIC TRANSIT COMMITTEE

NOTICE OF COMMITTEE MEETING AND AGENDA

JUNE 28, 2016 – 11:00 A.M. to 1:00 P.M.

CHAPEL HILL TRANSIT – FIRST FLOOR CONFERENCE ROOM

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10. Adjourn	

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

Tuesday, May 24, 2016 at 11:00 AM

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

Absent: Damon Seils, Carrboro Alderman

Staff present: Brian Litchfield, Transit Director, Flo Miller, Deputy Town Manager, Mila Vega, Transit Planner, Mark Lowry, Safety Officer, Rick Shreve, Budget Manager, Nick Pittman, Transit Planner, Tina Moon, Carrboro Planner

Guests: Jeff Charles, Transportation and Connectivity Board, Allen Stutts, EZ Rider Advisory Committee, Danny Elliott – FR Operator, Tiffanie EZ Rider Administrative Assistant

1. The Meeting Summary of April 26, 2016 was received and approved.
2. **Employee Recognition** – Brian welcomed back Nick Pittman to the position of Transit Planner. He recognized the First place winners of the Regional Roadeo – Danny Elliott and Tiffanie Tapp. He also thanked Mark Lowry for his participation in the planning of the Roadeo.
3. **Consent Items**
 - A. April Financial Report – This was provided for the Partners information.
4. **Discussion Items**
 - A. Public Transit Committee Future Meeting Schedule – The Partners agreed to the schedule with one revision. The September 27th meeting will be changed to September 20th because of a conflict with another event.
 - B. FY 2016-17 Budget – Brian reviewed this item. The Partner contributions are reduced due to SMAP funding and fuel savings.
 - a. Orange County Bus and Rail Investment Plan – Brian reviewed the money available from this for CHT use. Staff will request some of the operating funds to be moved to capital for bus purchase.

- C. EZ Rider Advisory Committee – Brian introduced and reviewed this item. Mr. Stutts spoke to this item as well and supported the recommendation to make the EZ Rider Advisory Committee a subcommittee under the Partners. The Partners agreed to the recommendation and requested that they receive regular reports. Jeff Charles asked that a liaison be appointed to the Transportation and Connectivity Board. Carrboro also requested a liaison. A formal recommendation will be made in August/September to create this subcommittee.

5. Information Items

- A. North South Corridor Study Update – Mila reviewed this for the Partners.
- B. Grant Application Updates – Brian reviewed this for the Partners.
- C. Electric Bus Petition Update – Brian reviewed this for the Partners.
- D. Customer Survey Update – Brian reviewed this for the Partners.
- E. Summer Construction Project Update – Brian reviewed this item for the Partners.
- F. EZ Rider Mobile Data Terminal Project Update – Brian reviewed this for the Partners.
- G. April Performance Report – Mila reviewed the APC Sampling project. There was discussion regarding the private bus services provided by apartment complexes and if and how it can be regulated by the Town and University.

6. Departmental Monthly Reports

- A. Operations – This item was provided for the Partners information.
- B. Director – Brian reviewed this item for the Partners.

7. Future Meeting Items

8. Partner Items

9. **Next Meeting** – June 28, 2016

10. Adjourn

The Partners set a next meeting date for June 28, 2016
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3A. May Financial Report

Prepared by: Rick Shreve, Budget Manager

May 2016

- Expenses for the month of May were \$1,422,103. Along with the encumbrances, approximately 80.98% 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.

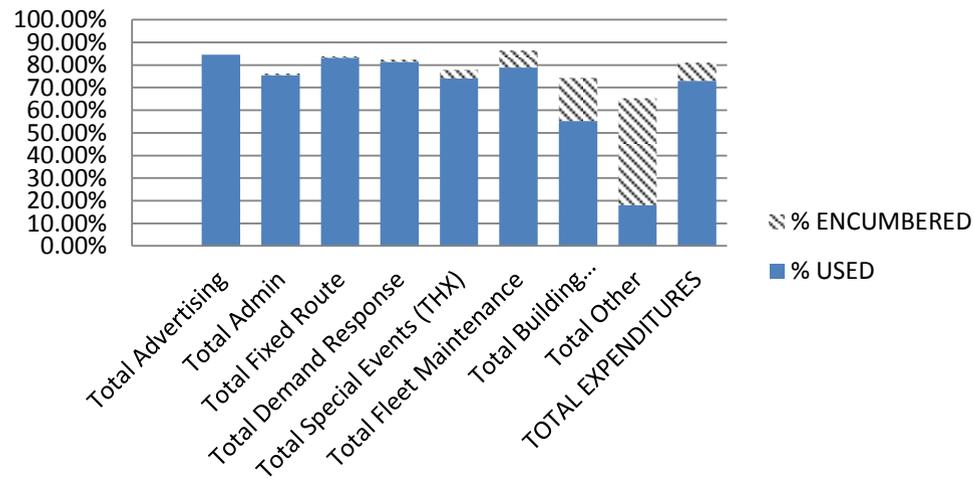
Highlights

- 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 Chapel Hill Transit, 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 May 2016

	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL MONTH EXPENSES	ACTUAL YTD EXPENSES	CURRENT ENCUMBRANCES	BALANCE AVAILABLE	% USED OR ENCUMBERED May = 91.67%
Total Advertising	\$ 93,222	\$ 90,022	\$ 6,425	\$ 76,092	\$ -	\$ 13,930	84.53%
Total Admin	1,472,385	1,550,748	113,276	1,172,032	10,099	368,617	76.23%
Total Fixed Route	11,181,804	11,118,198	741,622	9,243,250	56,642	1,818,306	83.65%
Total Demand Response	1,926,450	1,966,450	136,651	1,599,986	20,351	346,113	82.40%
Total Special Events (THX)	317,207	317,707	12	235,223	12,332	70,152	77.92%
Total Fleet Maintenance	4,193,542	4,165,472	272,928	3,282,726	318,995	563,750	86.47%
Total Building Maintenance	750,765	1,091,630	86,032	603,222	207,949	280,459	74.31%
Total Other	839,640	2,560,882	65,157	460,235	1,213,347	887,299	65.35%
TOTAL EXPENDITURES	\$ 20,775,015	\$ 22,861,109	\$ 1,422,103	\$ 16,672,767	\$ 1,839,716	\$ 4,348,626	80.98%

CHT May 2016 YTD Expenses as % of Budget



4A. Customer Survey Update

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

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 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.

Aaron Hekele from ETC will be making a formal presentation to the Partners at the June 28th meeting and we have reserved time for questions and discussion.

Attachment

- Chapel Hill Transit Passenger Survey Link:
<http://www.townofchapelhill.org/home/showdocument?id=31936>

Recommendation

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

4B. FY2016-17 Program of Projects Action:

1. Receive information and provide staff with feedback.

Staff Resource: Tim Schwarzauer, Grants Coordinator

Background

The Federal Transit Administration (FTA) requires recipients of urbanized area formula funds (5307) to publish a Program of Projects and hold a public forum on the proposed program. The notice for the FY2016-17 Chapel Hill Transit Program of Projects will be published two weeks prior to the August partners meeting. A public forum will be held as part of the August 23, 2016 Partners Meeting.

Proposed Program of Projects

- The following is a summary of the anticipated projects that Chapel Hill Transit will undertake in FY2016-17 utilizing FTA funding and the estimated amounts:
 - Preventive Maintenance/Capital Funds (5307) – \$1,900,000
 - State Maintenance Assistance Program funds – \$2,100,000
 - State Technology Grant to update NextBus system and fixed route bus security – \$201,195
 - Continuation of the HS Route to the Rogers Road community; and continue evening service on the NS and G routes (Job Access and Reverse Commute) – \$104,685
 - Continuation of the Senior Shuttle Service – \$108,000
 - Purchase 5 replacement vehicles for the Demand Response Service (Elderly and Disabled) – \$383,000
 - Completion of a 10-year strategic and financial plan (5307) – \$200,000
 - Funds will be used to purchase maintenance shop lifts – \$100,000
 - Engineering and construction of addition to existing employee parking lot, repairs to existing road structure and fleet lot – \$150,000
 - Preliminary engineering of safety gate for fleet lot – \$100,000
 - System bus stop improvements – \$117,000 (installation of shelters, pads and ADA improvements)
 - Capital acquisition administration – \$60,000

Recommendation

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

5A. FY2016-17 Budget Development

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

Overview

- The Chapel Hill Town Council adopted the FY2016-17 budget on June 13th, which included the Chapel Hill Transit budget as recommended by the Chapel Hill Transit Partners Committee (total of \$21,449,037). As noted last month, we used anticipated FY2015-16 budget savings, and 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.
- The Adopted Budget does not include funding for service expansions (outside of the HS) or for the North South Study, potential study of alternatively powered transit vehicles and the next phase of the Financial Sustainability Study. The Partners would need to identify/dedicate funds for these projects and funding 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 Corridor project over the summer.
- We are working with GoTriangle to move some operating funds to capital, to assist with the purchase of buses for services identified in the 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 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)

5B. Automatic Passenger Counter (APC) System and Ridership Review

Staff Resource: Mila Vega, Transit Service Planner

Background

The first part of ridership validation is almost complete. Three routes (J, NS and S) were sampled over a period of three days. The data is currently being evaluated. The second round of sampling is scheduled for October 2016 to ensure that Automatic Passenger Counters (APCs) units can accurately count large numbers of customers boarding and alighting at the same time. Once the survey is complete, the consultant will develop a written report that will summarize findings and suggest recommendations on calibrating the APC system to improve accuracy, an action plan, institutional policies, and performance measures.

Based on the results of the APC data analysis, Nelson/Nygaard will identify any deficiencies, if necessary, and develop an action plan of implementable steps to address deficiencies and instill confidence in the quality of data generated from APCs in the system. The action plan will include a set of institutional policies and performance measures for the agency, to be approved and formalized by the Transit Director. In addition to policies and performance measures, steps in the action plan could include (but are not limited to) maintenance practices, vehicle sampling and assignments, data reporting, coordination with GoTriangle or Urban Transportation Associates (UTA) the current APC contractor), migrating data to Chapel Hill Transit's internal server, and/or specifications for calibration.

In addition to the work being done by the consultant team, Transit staff has been working with UTA to develop CHT's web-based reporting access to generate APC reports. The process is managed by Nick Pittman, Transit Planner. As of today, web reporting is set up and available for testing to confirm that all the query parameters match the existing system.

Staff will provide a more detailed update following completion of the work in October. Staff will continue to monitor route by route ridership and work with our Partners Transportation Demand Management Specialists to develop marketing and promotional opportunities.

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

- 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 needs some additional time to work with Nelson\Nygaard on the scope and will provide a draft to the Partners before the August 23, 2016 Partners Meeting.

Fiscal Note

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

5D. Transit Service to the Chapel Hill Public Library

Staff Resource: Brian Litchfield, Transit Director

Overview

Bus service to the Library is on the upcoming agenda for the Transportation and Connectivity Board. We have shared the following information with the Library Board of Trustees and the Transportation and Connectivity Board:

Library Bus Service

- The Library Building at 100 Library Drive is currently served by 6 stops along East Franklin Street and multiple routes (Weekdays: D, F and CL and Saturdays: D and FG) from approximately 7am-8pm on weekdays and 9am-4pm on Saturdays) - please see attached map (Attachment A: Library).
- The Library Building is also served by regional transit service (Go Triangle) by the stops along East Franklin Street (Weekdays: 400 & 405 and Saturday/Sunday: 400).
- Most customers going to/from the Library Building will likely want to utilize the stops at East Franklin and Estes Drive (near Caribou Coffee), as these stops are at a signalized intersection where crosswalks are present. Another reasonable option would be the stops near Franklin Woods where a mid-block crosswalk is available to cross East Franklin Street – all stops provide access to the entrance off of Estes Drive and the paved path from the sidewalk on East Franklin to the Library between “The Retreat at Franklin” and “Winchester Court”. The Path is well marked and has lights. The distance from the start of the path on East Franklin to the Library is similar to the following:
 - Manning Drive bus stops to Hospital
 - Homestead Bus/MLK bus stops to Aquatic Center
 - Southern Village bus stops to Southern Community Park playground
- The Library Building is also directly served (front door) by EZ Rider (ADA paratransit service) for qualified customers and by the Senior Shuttle (open to the public).
- A summary of the transit service at the Library is included in the attached PDF (Attachment B: Chapel Hill Library – Service Summary).
- There have been a small number of requests asking for the M route to be restored over the past few years. The M route, which served Library Drive from downtown Chapel Hill (customers likely transferred from another route) with 6 trips from approximately 11am-

3pm was discontinued in August 2010 due to low ridership (the Library Building stop averaged 10 daily boardings and 12 daily alightings over 6 trips, generally less than 2 customers per trip) and almost 90% of the route was duplicated by other routes.

We would also note that the Library has recently received funds to start a mobile Library, which will help increase access and they have helped with several “little free libraries” around Town as well. We will continue to partner with the Library to find ways to increase access to opportunities around the communities we serve.

Attachments

- A: Library
- B: Chapel Hill Library – Service Summary

Chapel Hill Public Library

Served by: CL, D, F
Midblock crosswalk available

Served by: CL, D, F

Served by: CL, D, F



Serving Chapel Hill Public Library

- Chapel Hill Transit
 - Weekday: D, F and CL (~90 daily trips)
 - 7am-8:30pm
 - Senior Shuttle (9 daily trips)
 - 8:45am-4:45pm
 - Saturday: D and FG (~25 daily trips)
 - 9am-5pm
 - EZ Rider
 - Weekday: 6am-9pm
 - Saturday: 9am-5pm
- Triangle Transit (www.gotriangle.org)
 - Weekday: 400 & 405
 - Saturday/Sunday: 400



5E. North-South Corridor Study Update

Staff Resource: Mila Vega, Transit Service Planner

Background

Chapel Hill Transit is working with the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO) on amending the Metropolitan Transportation Plan (MTP) 2040 to incorporate the adopted Locally Preferred Alternative (LPA) identified in the North-South Corridor Study.

Transit staff provided an update on the project to the MPO's Technical Committee (TC) on Wednesday, June 22nd. The Committee had multiple follow up questions specifically related to the project timeline and the source of the local match. Several Committee members expressed concern about amending the MTP 2040 without doing more financial and forecasting analysis and getting specific details about where the local match would come from. A suggestion was made to hold off amending the MTP 2040 until the process of updating the Orange County Bus and Rail Investment Plan (OCBRIP) is complete.

After some discussion, the Technical Committee agreed to make a recommendation to the MPO Board to release the amendment for a 45-day public comment period. The MPO Board will consider that recommendation at the August 10th meeting.

As of now, the amendment schedule is as follows:

- August 10th the MPO Board releases the 2040 MTP Amendment #2 for a 45-day comment period.
- September 15th the MPO Board holds a Public Hearing.
- September 28th the TC recommends the Board approval of the MTP 2040 amendment #2.
- October 12 the Board approves the 2040 MTP Amendment #2.

Given the concerns raised at the June 22nd Technical Committee meeting, it is critical to address those issues in order to stay on schedule with the amendment.

Transit staff is also working on coordinating a meeting with the Federal Transit Administration (FTA) Region IV Administrator to discuss the project and help build support for our request for entry in project development. We plan to submit our request for entry into project development later this summer.

5F. Legislative Update

Staff Resource: Mila Vega, Transit Service Planner

Background

The NCPTA Legislative Committee has been actively involved in the State legislative process. The Committee has reached out to the systems state-wide to identify legislative goals of various transit agencies and develop the State legislative agenda (see attached). The Committee provided a legislative update at one of the NCPTA Conference sessions and reminded the members to connect with the Committee regarding their legislative goals.

The Committee also monitored legislative activities of other entities that could have an impact on the transit industry. For example, one of the top 2016 legislative priorities of the North Carolina Association of County Commissioners is to expand the use of the ½ cent sales tax to general purpose (<http://www.ncacc.org/566/2016-Legislative-Goals>). Bill S605 was filed in March of 2015. There has been no activity on it since September of 2015. The NCPTA Legislative Committee will continue to monitor it for any future activity.

Another important item is the repeal of the light rail cap. The House version of the budget repealed the cap, while the Senate version replaced the language with different provisions. The Senate budget as currently written would limit any NCDOT participation in light rail projects to a max of 10% of the total project cost. The Senate and the House appointed Conference Committees are to work on the budget. The Committee will continue monitoring these activities.

Attachment:

- NCPTA 2016 State Legislative Priorities



2016 State Legislative Priorities

State Transit Funding Assistance

The North Carolina Public Transportation Association (NCPTA) appreciates the North Carolina General Assembly’s ongoing commitment to funding urban and rural public transportation across the state’s 100 counties. We encourage the General Assembly to continue public transportation funding above existing levels in the Fiscal Year (FY) 2016-2017 budget as well. The state’s ongoing commitment to transit funding provides mobility and access for all persons, including our neediest citizens, to healthcare, employment, and many of life’s other necessities. As our state’s population continues to grow, the legislative commitment to public transportation is all the more critical to enable expanded mobility options in local communities. The state’s transit funding commitment also enables local communities to leverage available federal transit resources in meeting existing daily needs while seeking to expand service options and focus on future mobility needs of our growing state. The state’s public transportation program employs staff at 100 local agencies, which is also supported by over 50 direct private sector employers putting jobs and spending power back into the state and local economy.

Action: *Maintain state transit funding assistance above FY2015-2016 budgeted levels.*

Permanent Plates for Public Transportation Vehicles

Current statute requires the North Carolina Department of Motor Vehicles (DMV) to make non-permanent registration plates available for public transportation vehicles. This practice results in higher license plate costs to local government and inconsistent regulation interpretations received from various DMV offices on the type of license plates required by transit operators across the state. Therefore, as public grantees of the state, the NCPTA requests the General Assembly make the following modification to § 20-84, Permanent Registration Plates; State Highway Patrol:

“b) Permanent Registration Plates. – The Division may issue permanent plates for the following motor vehicles: (2) (a) A motor vehicle operated by public transportation providers receiving Federal Transit Administration Section 5311 (rural formula program) or Section 5307 (urban formula program) funding.”

Action: *General Assembly to enact the above recommended change to § 20-84, Permanent Registration Plates; State Highway Patrol.*

Removal of Light Rail Funding Cap

The NCPTA commends the North Carolina House of Representatives for their support of HB918 and encourages continued support of the state’s adopted Strategic Transportation Investments (STI) process in fully funding the light rail transit investment.

Action: *General Assembly to support the adopted STI process in removal of the light rail funding cap.*

Fleet Replacement

Many of our state’s transit systems have a need to replace vehicles that are currently at the end of or beyond their useful life. The state’s urban transit annual unfunded bus replacement need is approximately \$27.5 Million and rural transit annual unfunded bus replacement need is approximately \$7.5 Million. Aging vehicles in service are safe but require extensive maintenance. When the fleet gets past a certain age, the results are higher maintenance costs, reduced on-time performance, driver frustration, and the need for more mechanics. Fleet age also impacts the ability of agencies to roll out new service because there are no available vehicles to serve new routes.

Action: *General Assembly to expand state transit capital funding assistance to support 10% of the total replacement cost.*

North Carolina Highway Use Tax – Transit Exemption

Currently, vehicles registered in the state that weigh over 20,000 pounds are charged a flat minimum Highway Use Tax (HUT) fee of \$2,000. This flat fee has been increased from its previous amount of \$1,000. Given the cost burden placed on the local taxpayer, the NCPTA recommends the general Assembly exempt public transportation providers who receive Federal Transit Administration (FTA) Section 5307 (urban formula program) or Section 5311 (rural formula program) funding from paying the HUT by making the following addition to § 105-187.6 (a), *Exemptions from Highway Use Tax*.

“(12) To public transportation providers receiving Federal Transit Administration Section 5311 (rural formula program) or Section 5307 (urban formula program) funding.”

Action: *General Assembly to enact the above recommended addition to § 105-187.6 (a), Exemptions from Highway Use Tax.*

Medicaid Non-Emergency Medical Transportation (NEMT)

As a cornerstone to rural transportation provision in each county of our state, North Carolina has been awarded and leads the nation in coordinating mobility resources very effectively to ensure the North Carolina Department of Health and Human Service (NCDHHS) funded program recipients and public transportation passengers share the same ride, where feasible, creating program efficiencies. The provision of Medicaid NEMT services leveraging the community's backbone transportation service and has proven to be a very cost effective model. We encourage the general Assembly to maintain the direct Medicaid NEMT service provision relationship between the NCDHHS and the county public/community transportation provider.

***Action:** General Assembly to maintain the direct Medicaid NEMT service provision relationship between the NCDHHS and the county public/community transportation provider.*

Contact Us!

For more information about the NCPTA, please either visit www.nctransit.org or contact Stephen A. Mancuso, Executive Director, director@nctransit.org, (919) 259-8009.

5G. Bus Build and Grants Update

Staff Resource: Tim Schwarzauer, Grants Coordinator
Peter Aube, Maintenance Manager

Bus Build Update

- We have completed pre-production requirements and are scheduled to receive two (2) bus in January 2017 and 14 buses in June 2017. We will continue to provide updates as the bus build progresses.

Grants Update

- 5310/Senior Shuttle: Chapel Hill Transit submitted, to the Durham-Chapel Hill-Carrboro Metropolitan Planning Organization (DCHC MPO), an application for 5310 funds: Enhanced Mobility of Seniors and Individuals with Disabilities on April 28th. Transit applied for \$216,000.00, with a 50% local match of \$108,000.00 from the MPO, over the next two years to offset the cost of operating our Senior Shuttle. The MPO Technical Committee awarded the 5310 Grant on June 8th for \$240,000, with a 50% split of \$120,000.
- 5339: Chapel Hill Transit successfully completed the purchase of new Mobile Data Terminals (MDTs) for its demand response fleet at a final cost of \$88,000. Transit staff is currently reviewing bids for mobile vehicles lifts. Remaining funds, after the purchase of lifts, will be used to purchase new Light Transit Vehicles (LTVs) for Demand Response. Transit staff is currently applying for FY16 5339 funds with a federal share of \$427,229.

5H. May Performance Report

Staff Resource: Mila Vega

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

May 2016 Ridership and Service Days

	May-14	May-15	May-16
Weekday Service Days	21	20	22
Safe Ride Service Days	0	0	2
Saturday Service Days	5	5	4
Sunday Service Days	1	1	1
Tar Heel Express Service Days	1	1	1

	May-14	May-15	May-16
Express	73,803	68,310	60,260
Local Weekday	348,944	312,180	329,343
Safe Ride	0	0	0
Weekend	9,151	8,926	6,557
Tar Heel	0	6,600	0



	May-14	May-15	May-16	FY13-14	FY14-15	FY15-16
Weekday Service Days	21	20	22	229	226	230
Safe Ride Service Days	0	0	2	91	88	92
Saturday Service Days	5	5	4	52	53	52
Sunday Service Days	1	1	1	33	34	33
Tarheel Express Service Days	1	1	1	28	26	27
FCX	32,968	29,560	26,960	430,606	418,455	398,956
HU	8,137	6,740	6,420	98,447	86,573	76,993
JFX	9,607	8,660	8,740	112,776	112,727	115,585
CPX	9,367	8,840	8,700	117,041	118,156	115,894
CCX	8,920	8,340	7,900	102,266	106,261	106,075
DX	1,736	1,640	1,540	21,938	21,315	19,102
PX	3,068	4,530		35,156	38,049	0
A	18,429	17,060	18,563	295,951	274,463	263,641
CL	2,984	2,500	2,300	42,145	32,085	31,367
CM	10,745	8,220	8,360	146,370	133,908	122,133
CW	13,887	13,560	12,700	204,648	193,170	182,016
D	30,396	29,140	27,440	427,343	395,740	376,342
F	17,876	16,180	15,320	210,594	195,709	195,975
G	15,909	14,140	15,020	214,550	193,325	188,978
HS	3,830	2,940	3,080	39,464	32,520	31,141
J	64,140	57,260	57,580	841,931	803,635	808,523
N	10,253	9,060	9,060	139,419	138,633	121,629
NS	56,461	53,620	57,000	763,186	772,901	771,849
NU	15,273	16,160	21,540	304,130	292,496	292,154
RU	13,635	8,640	16,240	333,840	356,087	338,148
S	25,467	23,260	20,780	361,693	346,114	316,073
T	18,393	13,640	16,620	239,222	199,398	201,863
U	22,777	17,940	20,040	462,229	451,911	446,359
V	8,490	8,860	7,700	129,206	116,923	110,123
SAFE G	0	0	0	4,366	1,901	1,412
SAFE J	0	0	0	8,378	4,235	3,989
SAFE T	0	0	0	17,134	9,729	5,137
Weekday Fixed Route Total	422,747	380,490	389,603	6,104,030	5,846,417	5,641,448
Change from previous year (%) weekday		-10%	2%		-4%	-4%
CM	565	615	460	6,420	5,488	6,104
CW	1,344	1,360	1,144	12,515	14,525	12,741
D	1,745	1,625	1,160	15,821	14,946	13,591
NU (sat)	372	433	0	15,262	15,728	13,613
T	1,708	1,360	1,184	17,317	15,218	12,208
U (sat)	700	500	0	27,920	25,552	33,082
FG	824	1,080	852	8,748	9,871	9,531
JN	1,057	1,020	824	10,639	10,481	9,668
NU (sun)	493	433	433	16,488	19,800	16,927
U (sun)	343	500	500	15,867	20,743	22,878
Weekend Fixed Route Total	9,151	8,926	6,557	146,996	152,351	150,342
Change from previous year (%) weekend		-2%	-27%		4%	-1%
Total Fixed Route Passenger Trips	431,898	389,416	396,160	6,251,026	5,998,768	5,791,790
Change from previous year (%)		-10%	2%		-4%	-3%
Senior Shuttle	0	712	639		7,617	8,164
Tar Heel Express/Special Service	0	6,600	0	150,569	130,843	108,287
Demand Response	5,648	4,227	5,117	59,265	48,662	55,424
All Service Categories Ridership	437,546	400,955	401,916	6,460,860	6,185,890	5,963,665
Change from previous year (%)		-8%	0%		-4%	-4%
Average Weekday FR Ridership	20,131	19,025	17,709	26,655	25,869	24,528

6A. Operations

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

Fixed Route Operations Manager – Maribeth Lewis-Baker

- Perfect Attendance – May 2016 – 39% or 43 Fixed Route Operators had perfect attendance for the month
- On time Performance – May 2016 – 84%
- 5/8 – Tar Heel Express – UNC Spring Commencement
- 5/21 – Triangle Regional Bus Rodeo – 1st Place Bus: Danny Elliott
3rd Place Bus: Javius Newman
- 5/24-5/26 – Transit assisted with shuttle services for the Valor Games – Supervisors Richard Roberts and Shanika Nickerson and Transit Operators Jackie Brown and Ron Watson represented Transit at the event.
- Transit welcomed Apprentices Michael Headen and Tony Hatcher as graduates from the 3/21 class

Catch us at our Best:

Fixed Route Transit Operator Robert Averette and Transit Supervisor Melissa Tillman assisted a customer with a lost purse on May 12, 2016. Customer Susie Whorley emailed: “I was frantic when I realized I had left my purse on the evening CCX bus. Your bus drivers and the dispatcher moved quickly and efficiently to look for my purse and return it to me. They couldn't have been more kind. This is not the first time I've left something on the bus...and I'm sure it won't be the last. I wanted you to know what nice folks you have working for you. I'm very, very, very grateful.”

Fixed Route Transit Operator Jerry Williams received an email compliment on May 18, 2016. “Hello, I was taking the HS route this spring at 5:15 from the theatre on Franklin to get to my son's lacrosse games. I wanted to make sure you know how great the driver is, he was very helpful, prompt and kind. I really appreciated everything. I hope he receives the recognition he deserves. Thank you. G. Senez”

Fixed Route Transit Operator Anthony Klein received a telephone compliment May 31, 2016. Jamie was on the CPX bus when it broke down on Hwy 54. She called to commend Anthony

who was driving the JFX bus and was impressed that he had stopped and picked them up to take them on to the Park and Ride lot.

Upcoming Events

7/11/16 Training Class currently has (2) candidates and additional trainees will likely be added upon completion of background checks

Safety Officer – Mark Lowry

- Competed in the Reginal Roadeo competition winning both events for LTV and Bus.
- Prepared for State Roadeo in Concord.
- Vehicle Accidents Summary:

TOTAL ACCIDENTS	May-16	May-15	Year to Date
Fixed Route			
Preventable	3	3	43
Non-Preventable	7	1	25
Demand Response			
Preventable	0	0	2
Non-Preventable	1	0	2
Maintenance			
Preventable	0	0	1
Non-Preventable	0	0	1
Total YTD			74

Training Coordinator – Katy Luecken

- Training Classes:
 - One graduate on June 7th
 - Newest Training class began June 13th
 - Two new Fixed Route Trainees
 - One new Maintenance Trainee
 - Next training class July 11th
- Working with Orange County Department of Aging to implement Dementia Friendly Business Training for our staff
- Working with fellow staff members to create a New Employee Orientation for all new hires at Chapel Hill Transit

Maintenance Manager – Peter Aube

- Fixed route ran 182,299 miles in May
- Demand response ran 33,654 miles in May
- No-revenue vehicles ran 25,316 miles in May
- Provided the following training for Mechanics:
 - Vender Supplied Twinvision destination sign training
- Maintenance performed 38 Preventive Maintenance Inspections (100% on-time).
- Maintenance performed road calls from May (6 miles per road call)
- Collaborating with HR to fill one open Mechanic position.(ongoing)
- Collaborating with procurement specialist to coordinate year end contract renewals (ongoing).
- Completed 18 seasonal A/C PM inspections previously done by Thermo-king.
- Continue 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.
- Eight Maintenance Employees completed the Month of May with Perfect attendance
- Maintenance performed 18 road calls in May (10,127 miles per road call) for fixed route
- Maintenance performed 3 road calls in May (11,218 miles per road call) for demand response

6B. Director

Staff Resource: Brian Litchfield

- The Director's Report will be provided at the meeting on June 28, 2016.



CHAPEL HILL TRANSIT
 Town of Chapel Hill
 6900 Millhouse Road
 Chapel Hill, NC 27514-2401

phone (919) 969-4900 fax (919) 968-2840
www.townofchapelhill.org/transit

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

June 28, 2016

July – No Meeting	
Action Items	Informational Items
August 23, 2016	
Action Items	Informational Items
Program of Projects	Electric Bus Petition
Advertising Program	Financial Sustainability Study Update
September 27, 2016	
Actions Items	Informational Items
	Electric Bus Petition
	Financial Sustainability Study Update

<u>Key Meetings/Dates</u>
MPO Board – August 10, 2016, 9-11AM, Committee Room, Durham City Hall
TCC Meeting – August 24, 2016, 9-11AM Committee Room, Durham City Hall