



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

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www.townofchapelhill.org/transit

CHAPEL HILL TRANSIT PUBLIC TRANSIT COMMITTEE
NOTICE OF COMMITTEE MEETING AND AGENDA
MAY 25, 2021 – 11:00 A.M. to 1:00 P.M. (VIRTUAL MEETING)
CHAPEL HILL TRANSIT – FIRST FLOOR CONFERENCE ROOM

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9. Adjourn	

MEETING SUMMARY OF A VIRTUAL MEETING OF THE PUBLIC TRANSIT COMMITTEE

March 23, 2021 at 11:00 AM

Present: Michael Parker, Chapel Hill Town Council
Amy Ryan, Chapel Hill Town Council
Randee Haven-O'Donnell, Carrboro Town Council
Anne-Marie Vanaman, Town of Carrboro Management Specialist
Cheryl Stout, UNC Transportation & Parking
Cha'ssem Anderson, UNC Associate Director of Transportation Planning
Damon Seils, Carrboro Town Council
Hongbin Gu, Chapel Hill Town Council

Absent: Nathan Knuffman, UNC Vice Chancellor of Finance and Operations, Zachary Hallock, Carrboro Transportation Planner, Tim Schwarzauer, Grants Coordinator

Staff present: Flo Miller, Deputy Town Manager, Bergen Watterson, Transportation Planning Manager
Brian Litchfield, Transit Director, Rick Shreve, Budget Manager, Nick Pittman, Transit Planning Manager,
Matt Cecil, Transit Development Manager, Angie Steele, Administrative Assistant

Guests: Tina Moon, Town of Carrboro, Fred Lampe

1. The Meeting Summary of March 23, 2021 was received and approved.
2. **Employee Recognition** – Brian recognized Angie Steele and her promotion to HR technician.
3. **Consent Items**
 - A. March Financial Report– Provided for the Partners information. Brian asked Carrboro to think on how they want to handle the surplus funds. Carrboro responded with the funds going into the Capital Reserve.
4. **Discussion Items**
 - A. FY21-22 Budget Development – Brian discussed this item. A committee member strongly supports the wage adjustment for operators. A committee member asked a question about how the 16-dollar wage fits into what we currently have compared to other companies. Brian responded with saying that raising our minimum will allow us to be more competitive with other transit companies along with our benefits package. A committee member asked if Chapel Hill Transit is having any discussion with the state about equity and justice issues. Brian responded that we would have an interest in this and how we can be involved. A committee member asked about how other transit companies have responded to going all electric. Brian responded that a couple of these companies have had issues with their

electric buses. Brian stated that these companies received buses from a different company than the company we will be using for our electric buses.

5. **Information Items**

- A. Triennial Review Update- Provided for the Partners information.
- B. W. Franklin and E. Main Bus Stop Improvements – Provided for the Partners information. A committee member complimented the design of the bus stop updates.
- C. Project and Grant Update- Provided for the Partners information. A committee member asked how we will wrap the electric buses to show that they are electric. Brian stated that one of the organizations that funded the bus will be designing one of the electric buses and that Jeffrey will be in charge of designing the wraps for the other two buses which will be shared with the partners for feedback.
- D. March Performance Report- Provided for the Partners information.

6. **Departmental Monthly Reports**

- A. Operations Report - Provided for the Partners information.
- B. Director’s Report – Provided for the Partners information.
- C. Community Outreach – Provided for the Partners information.

7. **Future Meeting Items**

8. **Next Meeting** – May 25, 2021 (11:00 a.m. – 1:00 p.m. at Chapel Hill Transit)

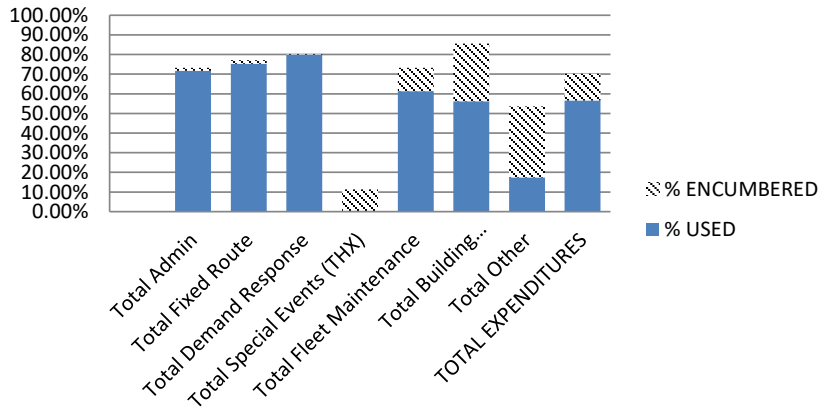
9. Adjourn

The Partners set a next meeting date for May 25, 2021

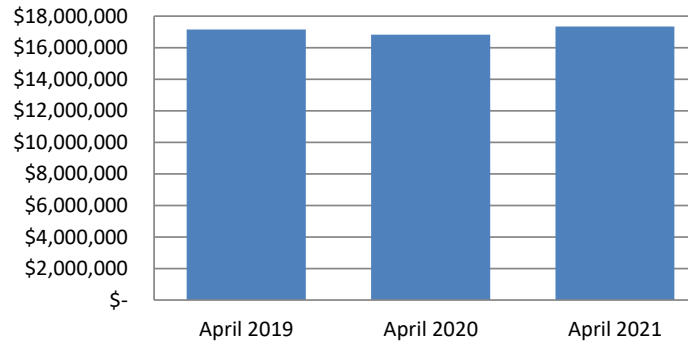
Transit 640 Fund Budget to Actual at end of April 2021

	ORIGINAL BUDGET	REVISED BUDGET	ACTUAL MONTH EXPENSES	ACTUAL YTD EXPENSES	CURRENT ENCUMBRANCES	BALANCE AVAILABLE	% USED OR ENCUMBERED April =
Total Admin	1,928,297	2,010,297	124,703	1,442,468	28,989	538,840	73.20%
Total Fixed Route	12,335,149	11,463,845	762,353	8,631,073	209,214	2,623,558	77.11%
Total Demand Response	2,345,924	2,392,011	167,556	1,914,516	6,514	470,981	80.31%
Total Special Events (THX)	312,193	312,193	-	217	35,000	276,976	11.28%
Total Fleet Maintenance	4,866,862	5,137,055	331,882	3,148,794	616,449	1,371,812	73.30%
Total Building Maintenance	925,044	1,480,005	57,545	831,336	435,657	213,011	85.61%
Total Other	2,483,288	7,859,611	398,343	1,369,944	2,839,167	3,650,500	53.55%
TOTAL EXPENDITURES	\$ 25,196,757	\$ 30,655,017	\$ 1,842,382	\$ 17,338,349	\$ 4,170,990	\$ 9,145,678	70.17%

CHT April 2021 YTD Expenses as % of Budget



CHT Total YTD Expenses - Previous Years Comparison



3B. Chapel Hill Transit Holiday Schedule for Calendar Years 2021-22

Action: Receive information provided by staff and adopt holiday schedule for publication.

Staff Resource: Nick Pittman, Transit Planning Manager
 Brian Litchfield, Transit Director

Background

Each year Chapel Hill Transit staff works closely with our Partners to develop a holiday schedule that provides for adequate levels of service to our customers, is consistent with the Town’s holiday policies and allows our employees the opportunity to observe the holidays with their families. Chapel Hill Transit staff will coordinate the distribution of information on our holiday schedules with our Partners. Staff will advise the Partners if any adjustments are necessary following adoption. The following holidays and schedules will be observed by Chapel Hill Transit for 2021-22:

2021 Holiday Schedule:

- Independence Day – Sunday, July 4 – No service
- Day after Independence Day – Monday, July 5 – Sunday Routes (No U, NU and Safe Rides) and EZ Rider: 8:15a.m. – 6:52p.m.; 420 Route will not operate
- Labor Day – Monday, September 6 – No service
- Thanksgiving Day – Thursday, November 25 – No Service

Day after Thanksgiving – Friday, November 26 – Sunday Routes (No U, NU and Safe Rides) and EZ Rider: 8:15a.m. – 6:52p.m.; 420 Route will not operate

Winter Break December 13, 2021 – January 4, 2021: Weekday NU will not operate, Safe Rides and the Saturday/Sunday NU routes will not operate.

- Christmas Eve – Friday, December 24 – Sunday Routes (No U, NU and Safe Rides)
- Christmas Day – Saturday, December 25 – No Service
- Day after Christmas – Sunday, December 26 – Sunday Routes (No U, NU and Safe Rides)
- Monday, December 27– Sunday Routes (No U, NU and Safe Rides)
- Tuesday, December 28, 2021 – Local Service Only¹, no Express service²
- Wednesday, December 29, 2021 – Local Service Only¹, no Express service²
- Thursday, December 30, 2021 – Local Service Only¹, no Express service²
- New Year’s Eve – Friday, December 31 – Sunday Routes (No U, NU and Safe Rides); EZ Rider: 8:15a.m. – 6:52p.m.; 420 Route will operate

2022 Holiday Schedule:

- New Year’s Day – Saturday, January 1 – No Service

- Martin Luther King, Jr. Day – Monday, January 17 – Sunday Routes (No U and NU) and EZ Rider: 8:15 a.m. – 6:52 p.m.; 420 Route will not operate
- Good Friday - Friday, April 15 – Sunday Routes (No U, NU and Safe Rides); EZ Rider: 8:15a.m. – 6:52p.m.; 420 Route will operate
- Memorial Day - Monday, May 30 – No service
- Juneteenth³ – Monday, June 20 – Sunday Routes (No U, NU and Safe Rides); EZ Rider: 8:15a.m. – 6:52p.m.; 420 Route will operate

Notes:

- Sunday Routes: A, CM, CW, D, J, N and NS.
- Tar Heel Express will be added as schedules are finalized.

Recommendation

- Partners receive the information provided and adopt holiday schedule for publication.

¹ Routes that will operate: 420, A, CL, CM, CW, D, F, G, HS, J, N, NS, RU, S, T, and U

² Routes that will not operate: CCX, FCX, JFX, and NU

³ Juneteenth service levels will require additional discussion at a later date

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

Action: 1. Approve schedule as presented.

Staff Resource: Brian Litchfield, Director

- During the May 16, 2020 meeting, the Public Transit Committee (Partners) adopted a meeting schedule through June 2021 (generally the fourth Tuesday of each month, unless otherwise noted). Staff is recommending the adoption of a similar schedule through June 2022. 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 2021	No Meeting	CHT - 1st Floor Conference Room
August 24, 2021	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
September 28, 2021	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
October 26, 2021	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
November 16, 2021	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
December 2021	No Meeting	CHT - 1st Floor Conference Room
January 25, 2022	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
February 22, 2022	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
March 22, 2022	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
April 26, 2022	11:00 A.M. – 1:00 PM	CHT - 1st Floor Conference Room
May 24, 2022	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room
June 28, 2022	11:00 A.M. – 1:00 P.M.	CHT - 1st Floor Conference Room

Recommendation

- Staff recommends approval of the schedule through June 28, 2022, as presented, with guidance from the Partners on the November meeting date.

4B. FY 2021-22 Chapel Hill Transit Budget Development
 Action: 1. Receive information and provide staff with feedback.

Staff Resource: Rick Shreve, Senior Management Analyst
 Brian Litchfield, Director

Overview

The Chapel Hill Town Manager submitted his Recommended Budget to Council on May 5, 2021 (<https://chapelhill.legistar.com/LegislationDetail.aspx?ID=4930485&GUID=C3528212-B006-44BC-A284-AD775982B687>). The budget will be considered for adoption at the June 9, 2021 Council Meeting and includes the following:

Approx. Total Share per partner	FY21-22 Contribution	FY20-21 Contribution	FY21-22 Δ	FY22 Δ %
Chapel Hill	5,542,728	5,503,736	38,992	0.71%
UNC	8,548,493	8,604,384	(55,891)	-0.65%
Carrboro	1,871,749	1,872,008	(259)	-0.01%
Total Local Funding	15,962,971	15,980,128	(17,157)	-0.11%

Note that budget reflects:

- This also includes an adjustment to Operator pay as recommended by the Partners and a 3% market increase for all Team Members.
- No changes to services and no increased investments from the Orange County Transit Plan.
- Minor adjustments to service hours from Short Range Transit Plan improvements.
- Final adjustments to major expense categories including health insurance and fuel.
- SMAP allocation from NCDOT.
 - The recommended budget includes \$2.6 million in SMAP funding. If this funding is adjusted or eliminated in FY22, we have reserved stimulus money as a contingency. We are working with NCPTA and Metro Mayors on this issue and will keep the Partners Committee posted.
- Capital for debt-financing payment.
- Staff adjustments, using existing resources, to meet operating needs:
 - Two Full Time Demand Response Operators - to assist with demand in EZ Rider service, consistent with the budget priorities submitted by the EZ Rider Advisory Committee. This will allow us to meet demand increase we anticipate from new senior living facilities in our service area and same day medical trips. We have reallocated existing resources to create this position – no increase to Partners.
 - Project Manager: to assist with shelter and bus stop upgrades, ADA access, manage real time signs and other projects related to the Orange County Transit

Plan and other infrastructure improvements. We will use Orange County Transit Plan resources for this position – no increase to Partners contributions.

Note that the budget does not reflect:

- Stimulus funds that can be used for capital and operating expenses.
- Any amounts the University often pays within the annual contract for Safe Ride, or park and ride allocations.

Contributing Elements, and Future Outlooks

Chapel Hill Transit has benefitted substantially in the short term from stimulus funding and CMAQ funding in the current year. These previously unanticipated funds were critical towards helping us bridge the gap left by the loss of around \$2.6 million in SMAP revenues for this year and cover COVID related expenses. These funds have eased pressure on our operating expenses and have allowed us to stay on target for the short term with our bus replacements, consistent with the Partner-approved Capital Replacement Plan – along with federal and state grants for electric buses. So at this point, going into the budget for the upcoming year, barring any further surprising losses or expanded costs, increases are not necessary to keep up with increasing fuel costs, personnel and medical adjustments, or to maintain progress on our Capital Replacement Plan.

However, the stimulus funds are one-time allocations, and the budget environment of today should not be misconstrued as a long-term situation: maintaining a healthy system, with increasing costs, and a commitment to maintain a refreshed fleet of vehicles and other capital, will require regular, incremental increases from the collective Partners.

As has been established each year, the adjustments to the Partner’s individual contributions occur on a proportional basis. While there are slight increases and decreases apparent in the above table, they are all within 1%, so this is in effect a flat budget scenario on that basis. Because the one-time funding will obviously be expended on operating and capital uses, we anticipate that subsequent budget years will require increases from the Partners.

The Recommended Budget before the Town of Chapel Hill Council for consideration for the upcoming year sets the tax rate that determines the Chapel Hill portion of the Partner’s contributions and is currently maxed out at the amount shown above (with the tax rate being adjusted down from the current 6.1 to 5.4 cents). Further increases amongst the Partners must occur on a proportional basis, so any return to this group in later years to a discussion of such increases will also require a discussion and approval amongst the Town of Chapel Hill Council on a related increase to the Transit tax rate, if this proposed rate is adopted.

Next Steps

- The following is the Town of Chapel Hill’s planned timeline for budget development and adoption:
 - May 26, 2021 – Chapel Hill Council Budget Work Session (if needed)
 - June 2, 2021 – Chapel Hill Council Budget Work Session (if needed)
 - June 9, 2021 – Chapel Hill Council Consideration of Budget Adoption

Recommendation

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

4C. August Service Scenarios

Staff Resource: Nick Pittman, Transit Planning Manager

Background

While the COVID-19 pandemic continues our focus is the safety of Team Members and customers. The pandemic has changed the way we plan and operate and has impacted our services and staffing – many community services and industries are experiencing a similar challenge. Due to careful planning and support from the Transit Partners we have safely removed capacity limits and returned to operating 75% of our existing routes. While changes have been made to services and capacity limits, we have maintained our safety protocols, including (but not limited to):

- Face coverings (TSA requirement currently in place through September 13th)
- UV systems in all vehicles
- Enhanced disinfecting
- Operator shields and PPE
- Rear door boarding.

We are currently targeting August 1, 2021 as our date to return to full service. We anticipate removing the rear door boarding restriction at that time as well.

Understanding that the University is planning to return to a full schedule of classes on campus this fall (August 18, 2021 first day of class) and return to more standard parking restrictions, we have developed the following service scenarios to help guide our thinking and make informed decisions in coordination with our funding partners. These scenarios take our staffing challenges into consideration – while the pay adjustment will help over the long term – we are currently down 25 full time operators and it takes between 10-12 weeks to train an operator and the timeframe to recruit and hire adds weeks to this process.

August Potential Service Scenarios

Assumptions: 1) Fixed route operations currently has 25 open operator positions. 2) Operator hiring will continue to be a challenge for us and many other employers in the area. 3) University staff and students will return to campus at pre-pandemic levels. 4) Off campus parking will be required thus opening all park and ride lots. 5) There are many possible scenarios, however, these seem to be the most practical and possible.

Possible scenarios:

- **Scenario A:** Continue current reduced level of service

- Reduced Weekday Service: A, CL CM, CW, D, FCX, J, HS, N, NS, RU, S, U, Senior Shuttle and Demand Response.
- Weekend Service: A, CM, CW, D, J, N, NS, U and Demand Response - No Safe Ride Routes.
 - Impacts – Limited park and ride service outside of Friday Center, Eubanks and Southern Village. Would likely not meet University, Hospital and community needs.
- **Scenario B:** Implement full route service on August 1, 2021.
 - Weekday Service: A, B, CCX, CL, CM, CW, D, F, FCX, G, HS, J, JFX, N, NS, NU, RU, S, T, U, Senior Shuttle, Safe Rides and Demand Response.
 - Weekend Service: A, CL, CM, CW, D, J, N, NS, NU, U, Safe Rides (Saturday) and Demand Response.
 - Impacts – We do not anticipate having adequate staffing to make this happen on August 1 (mid-year is more likely). Without adjustments or modifications to service levels, service quality would be impacted and customers would be negatively impacted.
- **Scenario C:** Implement full route service on August 1, 2021 with operational assistance from Carolina Livery.
 - Weekday Service operated by Chapel Hill Transit: A, CL, CM, CW, D, F, FCX, G, HS, J, N, NS, NU, RU, S, T, U, Senior Shuttle, Safe Rides and Demand Response. Routes B, CCX and JFX operated by Carolina Livery.
 - Weekend Service: A, CL, CM, CW, D, J, N, NS, NU, U, Safe Rides (Saturday) and Demand Response.
 - Impacts – Would likely meet University, Hospital and community needs from a scheduling perspective. However, our staffing challenges may still impact service quality without adjustments or modifications to service levels.
- **Scenario D:** Implement all routes with modified trips on select routes on August 1, 2021 with assistance from Carolina Livery.
 - Weekday Service operated by Chapel Hill Transit: A, B, CCX, CL, CM, CW, D, F, FCX, G, HS, J, JFX, N, NS, NU, RU, S, T, U, Senior Shuttle, Safe Rides and Demand Response. Reduce peak hour trips on select routes with more than one (1) peak bus: J, NU, NS, RU and S routes
 - Weekend Service: A, CL, CM, CW, D, J, N, NS, NU, U, Safe Rides (Saturday) and Demand Response.

- Impacts – Would most likely meet University, Hospital and community needs. Capacity issues may be possible during peak hours, however, we don't expect ridership to return to pre-pandemic levels immediately.

Next Steps

- Service decision by June 8, 2021, to allow for printing, publication and communication.

5A. Project Updates

Staff Resource: Tim Schwarzauer, Grants Compliance Manager
Katy Fontaine, Transit Development Manager
Matt Cecil, Transit Development Manager

Solar Power Feasibility Study: Transit staff, with input from the Town's Sustainability Office and OWASA staff (who recently completed a similar project), have selected Optony INC (<https://www.optonyusa.com/>) as our preferred firm, pending contract negotiation. Optony INC is also currently performing similar work for the City of Durham. Once a contract is awarded, we will update the Partners.

Bus Stop Accessibility Update: Chapel Hill Transit has recently completed construction on 11 bus stops, three (3) have been updated/installed by developers, eight (8) are under construction and another 74 in various stages of design. We are also coordinating with GoTriangle to improve seven (7) stops that are shared by both systems. Changes and improvements include shelter updates, solar-powered signs, altering the slope of the ramps, and adding landing pads, tactile warning strips, and sidewalks.

We have also added a page to our website to track our progress and share more information with the public about our efforts related to stop improvements. You can find the website at <http://www.townofchapelhill.org/government/departments-services/transit/bus-stopupgrades>.

We have also just received approval from NCDOT to install our new shelter styles in/near NDCOT right of way and will work with our contractor to begin installing shelters. We recently completed a federally compliant shelter procurement and have placed additional order for shelters. We are also working to get several contractors under contract to do shelter and bus stop improvements.

5B. April Performance Report - Ridership

Staff Resource: Matt Cecil

Weekday

Route	20-Sep	20-Oct	20-Nov	20-Dec	21-Jan	21-Feb	21-Mar	21-Apr	Average
A	1,415	2,707	2,869	2,469	2,642	2,521	2,388	2,929	2,493
B									
CCX									
CL		5,570	5,195	5,127	5,335	5,724	6,941	6,666	5,794
CM	2,769	5,607	4,847	4,835	5,152	5,943	6,912	7,295	5,420
CW	2,621	5,749	4,295	6,380	5,633	5,793	5,996	7,070	5,442
D	4,993	9,331	7,539	7,402	7,467	7,762	7,811	7,621	7,491
F									
FCX	12,776	21,318	19,542	19,491	18,190	22,157	24,173	20,913	19,820
G									
HS	2,590	2,255	2,499	3,362	3,329	3,673	4,452	4,199	3,295
J	11,835	20,930	18,797	19,146	20,090	21,438	23,247	24,538	20,003
JFX									
N		1,628	2,184	2,139	2,064	2,413	2,456	2,899	2,255
NS	20,478	34,538	31,267	29,013	31,242	36,590	39,064	37,480	32,459
NU	992	12,298	16,082	7,912					7,854
RU	1,498	3,476	4,490	2,550	4,548	5,348	6,117	7,677	4,463
S	1,634	4,471	4,116	5,233	5,208	5,567	6,373	6,171	4,847
T									
U	2,313	5,230	4,432	3,470	5,083	6,397	8,654	8,737	5,540
Safe G									
Safe J									
Safe T									
Trippers									
Total	65,914	135,108	128,154	118,529	115,983	131,326	144,584	168,733	

Saturday

A	178	225	393	342	379	345	318	349	316
CM	163	395	337	306	392	367	279	331	321
CW	316	690	535	496	678	651	618	662	581
D	330	870	816	775	823	914	964	572	758
J	912	1,545	1,142	1,099	1,723	1,650	1,589	1,550	1401
N		205	196	214	235	267	248	448	259
NS	700	810	1,379	1,289	1,823	1,728	1,679	1,410	1352
NU	81	105	124						225
U	215	440	315	716	938	820	780	583	601
Total	2,895	5,285	5,237	5,237	6,991	6,742	6,475	5,905	

Sunday

A	130	238	250	310	335	360	385	352	295
CM	61	264	339	179	347	329	304	300	265
CW	285	220	383	409	534	565	542	567	438
D	273	112	673	515	621	514	488	512	464
J	483	920	1,172	863	1,085	1,092	1,014	1,013	955
N		148	221	238	356	341	277	305	1346
NS	400	724	1,182	879	1,137	1,152	1,190	1,133	975
NU	46	52	47						48
U	136	380	274	254	1,165	712	492	496	489
Total	1,814	3,058	4,541	3,647	5,580	5,065	4,692	4,678	

6A. Operations

Staff Resource: Peter Aube, Maintenance Manager
Joe McMiller, Assistant Operations Manager – Fixed Route
Tim Thorpe, Training Coordinator
Mark Rodgers, Assistant Operations Manager - Demand Response
Mark Lowry, Safety Officer

Joe McMiller - Fixed Route Division

- On time Performance (OTP) – May 2021 – 82%
- Fixed Route Supervisors are continuing their Leadership development through Reklis Coaching and Counseling
- Summer Reduced Service began Monday, May 10
- May 11th Supervisors Richard Roberts, Shanika Nickerson and Fill-In Supervisor Quentin Craven, were commended by CHFD Chief Sasser for their professionalism while instructing public during a gas leak
- May 18th Supervisor Tommy Hall, Fill-Supervisor Javius Newman and Operator Kim Porter, were commended by CHPD Chief Blue for their heroic efforts in locating an 81-year-old man with Alzheimer's
- May 31st Memorial Day- Division closed

Mark Rodgers - Demand Response

- Discussion on new candidates – Al Green was selected to be the new EZRAC member
- Senior Shuttle – we are now serving Azealia Estates
- EZ Rider Survey – conversation on EZ Rider survey. We are ninety percent done.
- Numbers for the month of April – Total Scheduled Trips: 4,004/Cancellations: 935/No Shows: 78/Total Actual Trips: 2,991

Katy Fontaine – Training

1. Training Classes
 - a. Three (3) Operator Trainees currently in training
 - b. Next classes on June 7th and June 21st
2. Projects
 - a. Transit Training Solutions Audit
 - b. Training Coordinator Transition
 - c. Summer Training Initiatives
 - d. Operating Procedures Handbook August 2021

Peter Aube - Maintenance

April Maintenance Report:

- Demand response ran 27,277 miles in April
- Non-revenue vehicles ran 23,316 miles in April
- Fixed route ran 167,019 miles in April
- Maintenance performed (53) Preventive Maintenance Inspections in April (100% on-time).
- Maintenance performed (10) road calls in April, (16,701.9) miles between road calls for fixed route.
- Maintenance performed (0) road calls in April (130,090) miles between road calls for demand response.
- Maintenance continued twice daily deep cleaning (disinfecting) on all buses and LTV's in use and twice daily common area deep cleaning with CDC approved disinfectant.
- Maintenance completed installs on 32 UV-PHI- air purification units
- Maintenance working with vendor and procurement to complete installation of CP250 chargers.
- Maintenance collaborated with BMD to complete disposition of 4 obsolete LTV's

6B. Director

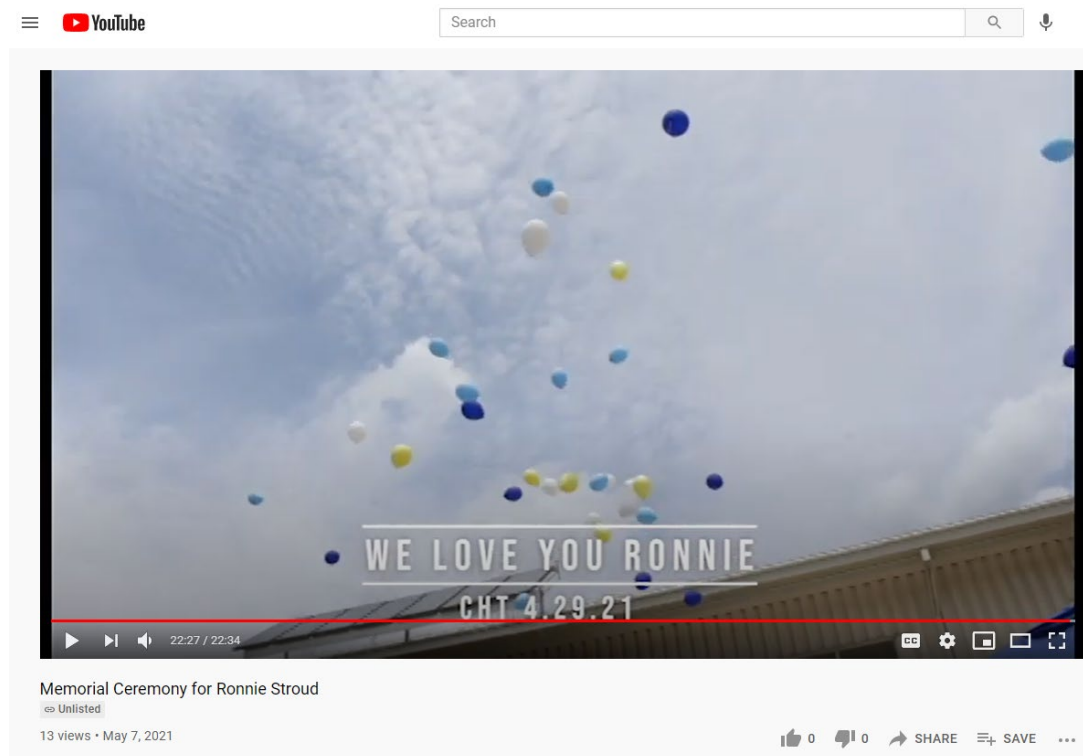
Staff Resource: Brian Litchfield, Transit Director

- The Director's Report will be provided at the meeting on May 25, 2021.

6C. Community Outreach

Staff Resource: Jeffrey Sullivan, Community Outreach Manager

- April Customer Service Summary
 - 13 Reports submitted to divisions
- Collaborated on UNC video to incoming first year students
- Joined the selection team for two Community Arts and Culture Artist selections to support the Art in Transit initiative.
- Working on updating Chapel Hill Transit system map.
- Working with Community Connections team on multi-lingual campaign about weekend service.
- Video of the memorial service honoring Ronnie Stroud, Maintenance.





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

MAY 25, 2021

June 8 or 22, 2021	
Action Items	Informational Items
August Service Scenarios	Safety Update Electric Bus Design Feedback
July 2021 – No Meeting	
Action Items	Informational Items
August 24, 2021	
Actions Items	Informational Items

<u>Key Meetings/Dates</u>
MPO Technical Committee Meeting May 26, 2021 9-11AM Committee Room, Durham City Hall
MPO Board Meeting June 9, 2021 9-11AM Committee Room, Durham City Hall
MPO Technical Committee Meeting June 23, 2021 9-11AM Committee Room, Durham City Hall