

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) OCTOBER 8, 2013, 5:30 P.M.**

In the Edward J. Kuntz Board Room of the Bloomington Transit Operating Facility, 130 W. Grimes Lane, Chairman McConn convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation.

**ROLL CALL**

Board Members present: Chairman McConn, Vice Chairman McDaniel, Board Member Hasler and Board Member Obermeyer. Also present were Lewis May, General Manager, Brenda Underwood, Human Resources/Marketing Administration, Christa Browning, Controller, Ian Patton, Operations Manager and there were no members of the public present.

**PETITIONS AND COMMUNICATIONS**

There were no petitions and communications.

**MESSAGES FROM BOARD MEMBERS**

Vice Chairman McDaniel noted the PMTF distribution that was supposed to be done around August was on the Agenda for Thursday's meeting at the State Budget Agency and they pulled it off the Agenda. He said he spoke with Larry Buckle and he is getting worried that the contracts won't be able to get through the system in time to do the first quarterly reimbursement. Mr. McDaniel expressed continuing concern about AMTRAK taking money from the PMTF fund. He said we have been assured from INDOT's Chief of Staff that is not going to happen. He said Larry Buckle said he was told that they just had too much on the Agenda so there is probably no reason for alarm for the removal

**MESSAGES FROM THE MANAGER**

Mr. May opened with a couple of other items to add to the declaration list for surplus and scrap to that the items can be disposed of. He said the items include one 1998 Dodge minivan which has been used as a Customer Service Van and a maintenance starter pack which we have had since 2004 that is used to jump start buses on the road. He said the 1998 Dodge minivan needs a replacement engine and also has significant rust on the underside of the flooring. He said the vehicle is a low floor minivan with a wheelchair ramp that originally cost \$34,797. Mr. May said given the age and condition of the vehicle it is our opinion that the vehicle should be scrapped and sold at auction. The starter pack is burned out and no longer operable and as such should be scrapped and sold at auction. He said the original cost of the starter pack is \$3,400. Mr. May noted that Resolution 13-25 is on the agenda under New Business for the Board's consideration.

Mr. May continued with an update on how the hybrid electric buses are doing relative to fuel efficiency compared to other diesel buses in the fleet. He included tables that showed the various makes/models in the fleet, their length, and the fuel efficiency experienced in the 2012 calendar year. He said a few key efficiency highlights include the 2006 30-foot hybrid buses were about 31 percent more fuel efficient than the best performing diesel 30-foot buses and the

2009 hybrid buses were 33.7 percent more fuel efficient than the best performing 35-foot diesel buses. He said the table illustrates fuel efficiency for various groups of vehicles.

Mr. May gave an overview of August ridership noting that August 2013 was very different from August 2012 because IU started the fall semester a week earlier in 2012 compared to 2013. He said there were five fewer school days in August 2013 compared to August 2012 that had a significant effect on August 2013 ridership as fixed route ridership was down 22.85 percent for the month. He said it also had an impact on year-to-date ridership which is now down 2.48 percent compared to the same period last year. He noted that this lost week will be regained over the last 4 months of the year and that year-to-date ridership will lag behind 2012. He said he anticipates that total 2013 ridership will be comparable to what we carried in 2012 with no significant gain or decline.

He noted BT Access carried 2,593 passenger trips in August for an increase of 11.6 percent compared to August 2012. He said the year-to-date ridership is up 1.07 percent compared to the same period last year.

Mr. May said he has a couple items not on the agenda he wanted to use this opportunity to share with the Board. He said we had an incident at our downtown terminal last week where one of our employees who works late at night lost his money bag. He said this has happened three previous times in the past five years. He said this incident is not the same person with whom it happened on the three previous occasions. He said we estimated roughly six to seven hundred dollars of cash in the bag and another twenty-eight hundred dollars in value of pass and tickets that were in the bag a combined value of thirty-five hundred dollars. He said this is extraordinarily frustrating given that this is the fourth time that it has happened in the last five years. Chairman McConn asked how the incident transpired. Mr. May asked Ian Patton, Operations Manager, to explain the details. Mr. Patton explained the incident in detail and noted that police were contacted and checked to see if the employee had any money or bag contents on him or in his car and found nothing. Vice Chairman McDaniel asked if there were cameras that recorded any of the footage at the time of the loss and Mr. Patton said no.

Mr. May expressed concern that proper procedures were not followed by the employee. The money bag should always be in the employee's hands and it should never leave their hands for any reason whatsoever. Mr. May expressed his frustration to Mr. Patton and that we have developed what we think is a reasonable action plan to address this issue and help prevent it from happening again. Chairman McConn asked what the employee's history was with the company. Mr. May noted he had not been here very long a little over the year and discussed previous performance of the employee. Mr. McDaniel expressed that he felt the action plan would sufficiently address the problem.

Mr. May updated the Board on customer behavior issues that have been occurring in recent months at the Downtown Passenger Transfer facility. Mr. May asked staff to develop a set of customer behavior rules that we hope to include in a formal policy adopted by the Board in the future. This is especially important with the opening of the new downtown facility in the coming months next year. He said Ian consulted with the Monroe County Public Library they have adopted reasonable behavior policies because they had similar problems to what we have been having over the years. He said Ian has written a policy and he reviewed it and made some changes to it and we have sent it to the City for review. He said the City has developed a similar

policy for their Parks and Recreation Department because they were having problems in their City parks with public behavior. He said the policy that we have put together has rules and expectations on a number of different levels with progressive consequences for violations. He said one policy the he wants the Board to start thinking about that he would like to consider implementing at the downtown terminal is a blanket no smoking inside or outside the building.

He said that is what the library has done. Vice Chairman McDaniel said that is also what Indiana University has done. Mr. May said the City No Smoking Ordinance is very specific about not being able to smoke at a bus stop or anywhere near a bus door or window where smoke can get inside the bus or in any public building. He recognizes that the City has not implemented a blanket no smoking at outdoor City facilities. Chairman McConn asked how many of our drivers smoke and where are they going to smoke. Mr. May said it is a sizeable number and they would not be able to smoke at the downtown facility under the proposed idea. Chairman McConn said he sees some positives that would result by banning smoking at the new facility. Mr. May said that we want this to be a pleasant environment for people to use public transportation and the large majority of the population does not smoke and why impose second hand smoke on anyone who is waiting on a bus. Chairman McConn said he does not have a problem supporting the idea but expressed concern about consistent enforcement. Mr. May said the only place we cannot enforce it is when they leave our property, in other words when they get on the City sidewalks which would be immediately adjacent to our property. He said if they are on BT property within our property boundaries we could enforce it. Vice Chairman McDaniel said it would keep things a lot cleaner if we had such a policy. Mr. May said it would make using public transportation a more pleasant experience for the public. He said he realizes that is major policy step and the Board may ultimately decide not to do this but he feels the majority of people would be supportive of such a policy. Mr. May shared the first draft of the customer behavior policy with the Board and noted he was not asking for any action until such time he receives City input. Chairman McConn asked what the plan is on enforcing behavior. Mr. May said our attendants do a fairly good job of enforcing customer behavior but that it often leads to conflict and the necessity to call the police when people refuse to obey. Mr. May noted that we will continue this discussion in the future as we further develop and refine the policy.

## **MESSAGES FROM THE CONTROLLER**

Controller Browning gave an overview of the August Financial Report.

## **MINUTES**

The minutes for September 24, 2013 were presented for approval by Board Member Obermeyer and seconded by Board Member Hasler. The minutes were approved by all Board Members.

## **CLAIMS**

The claims for October 8, 2013 were presented for approval by Board Member Obermeyer and seconded by Board Member Hasler. The claims were approved unanimously.

**OLD BUSINESS**

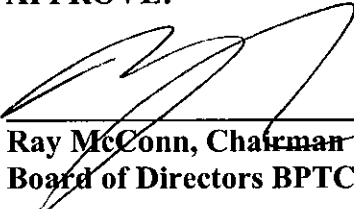
There was no Old Business.

**NEW BUSINESS**

Under New Business, Board Member Obermeyer moved to approve Resolution 13-25; a resolution declaring a 1998 Dodge Minivan and a maintenance starter pack as scrap and/or surplus and directing the BPTC General Manager to dispose of this vehicle and equipment in accordance with the BPTC Procurement Policies. The motion was seconded by Vice Chairman McDaniel. Resolution 13-25 was approved unanimously by all Board Members.

**ADJOURNMENT**

**APPROVE:**



Ray McConn, Chairman  
Board of Directors BPTC

11-19-13

**ATTEST:**



Alex B. Cartwright, Secretary  
Board of Directors BPTC

11-19-13