

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) MAY 20, 2014 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, Secretary Cartwright, Vice Chairman McDaniel, Board Member Obermeyer, and Board Member Hasler. 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

There were no messages from the Board Members.

MESSAGES FROM THE MANAGER

Mr. May presented an update of the Public Code of Conduct Draft Policy. He said the Board's input was incorporated into a revised draft and sent to legal counsel for review. He said preliminary legal counsel comments have been incorporated into the revised draft policy. He said we added some additional rules to the policy that are currently posted on our buses. Mr. May said the next step is to publicize a public hearing on the proposed policy and we would post notice at our downtown terminal, on buses, on our home page, and on our social media. The hearing would be held at the next Board Meeting on June 3 to give the public the opportunity to comment before the Board considers adoption at the following meeting on June 17.

Mr. May presented a PowerPoint and gave an update of the downtown passenger transfer facility. He noted work continues at the downtown project site with concrete bus driveways being poured, and concrete pavers installed on the boarding island. He said the metal decking on top of the canopies have been installed and painting is nearing completion on the second floor in the 911 emergency dispatch center and adjoining offices. He said painting is underway on the 1st floor of the building and terrazzo is being installed on the 1st floor. He said the ceilings are being installed in the passenger waiting area and other areas of the 1st and 2nd floor. He noted the raised floor has been installed in the dispatch center room to allow for under floor technology wiring. He said they have changed the completion date and we hope to get possession of the building on or about June 20 but the site will follow about two weeks later. We anticipate moving into the building between June 20 and July 4. This will give staff time to familiarize ourselves operationally with the site and be ready to begin operations in mid-July assuming there are no unforeseen delays.

Mr. May noted that typically at this time of the year we get the annual request from Bloomington Parks and Recreation for use of free Summer Fun Passes that we have provide for the Kid City Camps to use to get children to and from various camp venues. He noted that this year their request is down compared to what it has been in the past. He said in 2013 the value of passes we provided was \$4,110 and this year the value of the passes they are requesting is \$1,752. Mr. May said we have a motion on the agenda for the Board to grant this request for passes in exchange for discounted memberships at their Twin Lakes Recreation Center for all of our employees.

Mr. May said we currently have a contract with Crosstown Communications to provide interior/exterior bus advertising sales and service that expired on April 30, 2014. We have two 1-year renewal options. He said the revenue for the first six months this year is \$9,723.50 for advertising sold which is down considerably from past years. Mr. May provided a history of revenue from 2000 to 2014 with the highest year being \$45,748 in 2012 and the average being \$29,857 over the past 15 years. He said the explanation provided by the current advertising vendor is the hard winter and the Affordable Care Act which the vendor says has had an impact in dampening advertising sales across the country. The vendor also noted that IU Campus Bus is now selling advertising to businesses in the community which gives us provided competition for us. Mr. May said his recommendation is that we go ahead and exercise the option for one year and we would come back to the Board in six months from now in November and see how things are tracking before we would consider exercising the second option. He said the projection for the year is around \$25,000 which is the lowest year that we have had since 2002. He said come November if we are still unhappy with the way the revenue is trending we have two options. We can take it in-house and do it ourselves and not have to pay commissions or we potentially could contract with another firm if there were others interested.

Mr. May gave an overview of April ridership noting that April 2014 fixed route ridership was up 6.49 percent compared to April 2013. Year-to-date fixed route ridership is up 0.82 percent compared to the same period last year. He said April 2014 had the same number of weekdays, Saturdays and Sundays as April 2013. He noted that the IU spring semester started a week later this year compared to last year and we project that by the end of May our year-to-date ridership will be up 2.5 percent as we will gain that extra week back in May.

Mr. May noted BT Access ridership was down 2.98 percent in April 2014 compared to April 2013. He said the year-to-date ridership is down 3.44 percent compared to the same period last year.

MESSAGES FROM THE CONTROLLER

Controller Browning gave an overview of the April financial report.

Controller Browning noted on the agenda is Resolution 14-10; an additional appropriation resolution for the transit fund of Bloomington Public Transportation Corporation, Monroe, County, Indiana for the Calendar Year 2014.

MINUTES

The minutes for April 22, 2014 were presented for approval by Board Member Obermeyer and seconded by Secretary Cartwright. The minutes were approved unanimously.

The minutes for May 7, 2014 were presented for approval by Board Member Obermeyer and seconded by Secretary Cartwright. The minutes were approved unanimously.

CLAIMS

The claims for May 20, 2014 were presented for approval by Board Member Obermeyer and seconded by Secretary Cartwright. The claims were approved unanimously.

OLD BUSINESS

There was no Old Business.

NEW BUSINESS


Under New Business, Board Member Obermeyer moved to approve Resolution 14-10; an additional appropriation resolution for the transit fund of Bloomington Public Transportation Corporation, Monroe, County, Indiana for the Calendar Year 2014. The motion was seconded by Secretary Cartwright. Resolution 14-10 was approved unanimously by all Board Members.

Under New Business, Secretary Cartwright moved to approve a request from the Bloomington Parks and Recreation Department for an exchange of Summer Fun Passes in return for discounted BT employee memberships at the Twin Lakes Recreation Center. The motion was seconded by Board Member Hasler. The motion was approved unanimously by all Board Members.


Also under New Business, Board Member Obermeyer moved to approve Resolution 14-11; a resolution authorizing the exercise of an option for a one year extension in the contract between the BPTC and Crosstown Communications for the provision of interior/exterior advertising sales and services. The motion was seconded by Board Member Hasler. Resolution 14-11 was approved unanimously by all Board Members.

ADJOURNMENT

APPROVE:


06-17-14
Ray McConnell, Chairman
Board of Directors BPTC

ATTEST:


06-17-14
Alex B. Cartwright, Secretary
Board of Directors BPTC