

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) DECEMBER 8, 2015, 5:30 P.M.**

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

**ROLL CALL**

Board Members present: Chairman Obermeyer, Vice Chairman McDaniel, Secretary Hasler, Board Member Cartwright and Board Member McLary. Also present were Lewis May, General Manager, Christa Browning, Controller, Brenda Underwood, Human Resource/Marketing Administrator and there were no members of the public present.

**PETITIONS AND COMMUNICATIONS ON NON-ACTION ITEMS**

There were no petitions and communications on non-action items.

**MESSAGES FROM BOARD MEMBERS**

There were no messages from Board Members.

**MESSAGES FROM THE MANAGER**

Mr. May opened the meeting noting Congress had passed a 5-year \$305 billion surface transportation reauthorization bill and sent it to the President for his signature. He said it is still a little early to know exactly how it will affect Bloomington Transit until we see the appropriations that Congress issues as this bill is subject to annual appropriations. He said he can give a broad brush overview of the bill as summarized by the American Public Transportation Association (APTA):

- Sec. 5339 Bus and Bus Facilities program has a 62.5 percent increase over current funding in the first year and 89 percent over the life of the bill. There will be a new competitive grant program that will grow from \$268 million in 2016 to \$344 million by 2020 and includes a \$55 million set aside per year for low and no emission buses. This is good news as it appears there will be greater potential for BT to acquire more discretionary funding for major capital projects such as bus replacement.
- Sec. 5307 Urbanized Formula program has a 1.8 percent increase in 2016 and a 10.56 percent increase by 2020. The Small Transit Intensive Cities (STIC) formula take down from the current 1.5 percent of Sec. 5307 formula funds will be increased to 2.0 percent in 2019. This is our bread and butter Federal funding program in which we get about \$2.0 million annually to fund operating and capital costs. The small increase of 1.8 percent in 2016 and 10.56 percent over the life of the bill in 5307 formula funds is disappointing and likely not enough to keep up with inflation in most years

- Sec. 5337 State of Good Repair program has a 15.7 percent increase in 2016 and a 23.9 percent increase by 2020. These are typically competitive discretionary funds but sometimes the grants require minimum applications of \$10 million or more.
- Sec. 5310 Transportation Coordination program will grow 10.56 percent over five years. We recently tapped this grant program for the first time ever for a grant of about \$90,000 for two BT Access vehicles. We also use this grant program for New Freedom funds for mobility management projects such as the taxi voucher program that we've implemented through Area 10 in recent years.

Mr. May said the big failure of the bill as he sees it is the lack of political will to increase the federal gasoline tax which has been stuck at 18.4 cents-per-gallon since 1993. He said the gas tax is only paying for a portion of the Federal Highway Trust Fund. He said they are relying on several gimmicks and ploys to make up the difference in cost - for example they are selling off some of the oil in the strategic petroleum reserve to pay for this program. Congress is also taking funds out of the Federal Reserve Bank system to pay for this program and then there a whole litany smaller gimmicks and ploys they are using to help fund this bill. He said it all comes back to Congress seeing it as too politically risky to raise the Federal motor fuels tax even though it has not been raised in 22 years and even though gas prices are at historic lows. He said that is the major disappointment of the bill to put the Federal road/highway and transit programs on a sustainable footing relative to funding.

Mr. May said there are several procurement projects that he wanted to update the Board on. He said we took delivery of a 40-foot diesel bus from Gillig last week which is the first of fifteen buses that will need to be replaced over the next few years. He said this is the first 40-foot bus that has the new green wave paint scheme that was adopted in 2006. He said it is a basic diesel bus with one major difference being the seating configuration. The lower deck has single forward facing seats in the non-wheel chair area instead of double seats. This provides more standing room for passengers. He said these buses are used on campus routes where we carry the larger loads and we need that additional standing space. He said we have two more similar buses coming in at the end of next year. He said we have some preliminary good news relative to our recent 5339 grant application submitted to INDOT as it looks like that grant application is going to be approved for almost \$700,000 in federal money that will help buy two more 40-foot buses. He said assuming that grant application is approved we will need to get a TIP amendment from the MPO and an additional appropriation ordinance from the City Council to include this project in the approved 2016 budget.

He said we have several other procurement projects underway that we hope to make awards on by the end of December 2015. He said we are out for proposals for paratransit scheduling software/hardware. We anticipate receiving several proposals on this project. He said Board Member McLary is going to be involved on the evaluation committee given his knowledge and background in this area. He said he anticipates coming back to the Board at the last meeting in December hopefully with a recommendation.

He said next he wanted to update the Board on three other smaller procurement projects we have in the budget this year. He said we are in the process of working out a QPA purchase through INDOT's Quantity Purchase Agreement program for the purchase of two (2) cut-away

paratransit vehicles similar to the ones we got last year. He said we are out for bids now on two (2) support vehicles including a flatbed truck and SUV which are in the budget this year. He said we expect to bring a recommendation for award to the Board at the last meeting in December.

He said lastly at a previous Board Meeting the Board authorized an issuance of an RFP for fuel management system. He said the fuel management system that we have here was installed when the facility was built in 1977 and is need of replacement. He said we have solicited estimates for a wireless fuel management system and the estimates for the wireless system came in much higher than what we have budgeted. He said we have budgeted \$25,000 for the system and the estimates have been as high as \$85,000 for a wireless system. He said we are not going to be able to afford a wireless system so instead of using a RFP all we to simply solicit quotes for a cabled fuel management system. He said we will specify that the non-wireless system will be upgradable to a wireless system at some point in the future. He said he has at least two interested vendors that have already given us quotes and it is going to be well within the budget of \$25,000. He said if quotes come in at under \$25,000 we won't have to bring that to the Board as under the Procurement Policy we have the authority to award if it is less than \$25,000.

Mr. May said staff would like to recommend that we reschedule the next Board Meeting to December 31. Secretary Hasler suggested the Board meet at 10:30 a.m. on December 31 and all Board Members concurred. Mr. May said we will advertise that meeting as a special meeting and cancel the December 29 meeting.

Mr. May said our current five-year contract with our advertising vendor for interior and exterior bus advertising expires at the end of April 2016 but we need to get a head start on issuing that RFP. He said he would like to get the Board's approval to issue an RFP for this service. He said he believes we can do much better in terms generating more revenue than has been our past experience. He said we have already had one vendor who has expressed interest in it. He said he plans to advertise in Passenger Transport so we can get more national interest in our project. Board Member McLary asked how are the companies evaluated, for example, do they give you a guarantee of so much money. Mr. May said there are two things economically that we will look for including a minimum annual revenue guarantee and the other is the commission rate on sales. He said we would look at things other than revenue generation such as the past experience of the vendor and experience they have working with other transit advertising accounts. He said on the agenda is Resolution 15-28 is included in your packet and would authorize the issuance of an RFP for the procurement and authorizes the General Manager to develop appropriate evaluation criteria for the solicitation.

Mr. May said vending machines are provided for employees in the dispatch area as well as the maintenance break room and at the downtown transit center passenger waiting area. He said BPTC has used commissions from these vending machines to fund employee functions such as picnics, retirement celebrations, and holiday parties as well as other employee activities. He said each year the Board adopts a resolution which authorizes the use of vending commissions to fund such activities. He noted Brenda Underwood maintains records of vending machine fund and is the authorized person to disburse such funds. He said generally we collect \$2,000 to \$3,000 annually in vending machine commissions. He said on the agenda is Resolution 15-29 for consideration to authorize continued use of the vending machine commissions to BPTC for employee events and activities in 2016.

## **MESSAGES FROM THE CONTROLLER**

Controller Browning noted on the agenda is Resolution 15-27; a resolution approving the 2016 public official bond for Christa Browning, Controller of the Bloomington Public Transportation Corporation. Ms. Browning explained the changes in the public official bond as required by the State.

## **PUBLIC COMMENT – ACTION ITEMS**

There were no comments from the public.

## **NEW BUSINESS – ACTION ITEMS**

Under New Business, Board Member Cartwright moved to approve Resolution 15-27; a resolution approving the 2016 public official bond for Christa Browning, Controller of the Bloomington Public Transportation Corporation. The motion was seconded by Secretary Hasler. Resolution 15-27 was approved unanimously.

Also under New Business, Vice Chairman McDaniel moved to approve Resolution 15-28; a resolution authorizing the issuance of a Request for Proposals for the procurement of exterior and interior bus advertising services. The motion was seconded by Board Member McLary. Resolution 15-28 was approved unanimously.

Under New Business, Board Member Cartwright moved to Resolution 15-29; a resolution authorizing the use of revenues from vending machines in BPTC buildings for BPTC employee functions in 2016. The motion was seconded by Secretary Hasler. Resolution 15-29 was approved unanimously.

## **OLD BUSINESS**

There was no Old Business.

## **MINUTES**

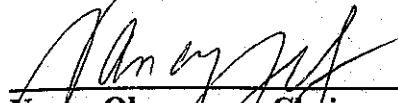
The minutes for November 10, 2015 were presented for approval by Vice Chairman McDaniel and seconded by Board Member Hasler. The minutes were approved by all Board Members.

## **CLAIMS**

The claims for December 8, 2015 were presented for approval by Vice Chairman McDaniel and seconded by Board Member Hasler. The claims were approved unanimously.

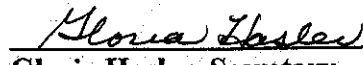
## **ADJOURNMENT**

**APPROVE:**

  
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**Nancy Obermeyer, Chair**  
**Board of Directors BPTC**

12-31-15

**ATTEST:**

  
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**Gloria Hasler, Secretary**  
**Board of Directors BPTC**

12-31-15