

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) FEBRUARY 20, 2017, 5:30 P.M.**

In the Edward J. Kuntz Board Room of the Bloomington Transit Operating Facility, 130 W. Grimes Lane, Chair 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, Board Member Cartwright, Board Member Hartman, and Secretary McLary. Also present were Lewis May, General Manager, Christa Browning, Controller, and Brenda Underwood, Human Resource/Marketing Administrator and Ian Patton, Operations Manager. 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 the Board Members.

**MESSAGES FROM THE MANAGER**

Mr. May said as we discussed at the last Board meeting we need to replace a hybrid bus energy unit. He said at the last meeting we had only received one quote for the repair. He said all of the other Allison transmission authorized vendors in the southern Indiana were not willing to infringe on Clarke Power Services territory. As such, we looked beyond the southern Indiana area and we managed to secure two other quotes including ABC Companies out of Fairbault, Minnesota who had a much higher quote of \$61,384 which does not include the transportation charge of taking the bus up there which would at least be \$2000 to \$3000 to either truck it up there or tow it up there. He said we also received a quote from Greater Lafayette Public Transportation Corporation in Lafayette and they quoted \$54,378.47. He said we sought other quotes but were unsuccessful. He said Clarke is the lowest and the important thing is we don't have to transport the bus as they will come here to do the repair. In addition, we have a two year warranty on any work that they do which should take us to the end of the useful life for this bus. He said it is important to note that there are other costly elements beyond the energy unit of the hybrid bus that could also fail at any given time. These are all very expensive items including a DPIM power inverter which we understand has a price tag of \$50,000. He said the transmission itself is about \$100,000 to replace and repair if it fails. He said we have looked at both those elements and Clarke looked at as part of their estimates and there are no guarantees of course but these items appear to be good at this time. Mr. May noted on the agenda is Resolution 17-03 which is a resolution awarding the purchase and installation of a hybrid bus energy unit from Clarke Power Service, Inc. in the amount of \$50,980.44 for the Board's consideration. He said

we anticipated the possibility of such an expense a few years ago and programmed funding in our 5307 annual Federal grant for an item to include replacement of hybrid batteries to be funded at 80 percent Federal.

Mr. May noted next on the agenda is our Interlocal Cooperation Agreement with Greater Lafayette Public Transportation Corporation (GLPTC). He said the past few years we have had an interlocal agreement with Lafayette whereby they do paint and body repair work that we don't have the capability to do. He said they have done a good job for us in the last few years. He said we don't have a paint booth in our facility and Lafayette does have a paint booth. He said it has been very difficult for us to find someone in the Bloomington area that can do a whole paint job on a bus given the facilities required to do this. He said Lafayette has experience with the exact same makes and models of buses that we have and most importantly their prices are equal to or lower o what we can get from the private sector. He said the way we quoted it was on their hourly rates for paint and body repair or any mechanical work. He said their proposal is do it at \$55 per hour for body and paint work and \$70 per hour for any mechanical work. He said we did get a couple of quotes from other private shops in the Indianapolis area one quoted \$75.00 per hour for paint and mechanical work and the other was \$65.00 per hour for paint and body and \$70.00 per hour for mechanical work. He said we have been pleased with the work they have done and it is appropriate for us to renew the agreement with Lafayette. He said a copy of the agreement was included in the Board packet. He noted on the agenda is Resolution 17-05; a resolution approving an Interlocal Cooperation Agreement between the Bloomington Public Transportation Corporation and the Greater Lafayette Public Transportation Corporation for major bus repair services for the Board's consideration.

Mr. May noted we have several older vehicles we would like to declare scrap and surplus. These include the following six vehicles:

- BT Vehicle Number 9514 – 1995 Gillig – 35 foot transit bus with 536,800 miles VIN# 15GCB181XS1085705
- BT Vehicle Number 9721 – 1997 Gillig – 30 foot transit bus with 432,969 miles VIN# 15GCA1812V1088479
- BT Vehicle Number 9725 – 1997 Gillig – 35 foot transit bus with 587,545 miles VIN# 15GCB1813V1088479
- BT Access Vehicle Number 46 – 2008 Ford E350 raised roof van with 171,662 miles VIN# 1FTSS34L68DA31749
- BT Access Vehicle Number 48 – 2008 Ford E350 raised roof van with 183,924 miles VIN# 1FTSS34L88DA31753
- BT Support Van Number 502 – 2002 Dodge 15-passenger staff van with 52,591 miles VIN# 2B5WB35Z22K132801

He said all of these vehicles are in need of major repairs which in all cases are not worth the cost primarily due to structural corrosion. He said the BT Access van 46 was recently broadsided in an accident and totaled. He said staff recommends these vehicles be declared scrap and surplus

and disposed of in accordance with the Procurement Policies. He noted Resolution 17-06; a resolution declaring BPTC vehicle numbers 9514, 9721, 9725, 46, 48, and 502 as scrap and surplus and authorizing the BPTC General Manager to dispose of such vehicles in accordance with the BPTC Procurement Policies for the Board's consideration.

Mr. May gave an overview of January ridership. He said January fixed route ridership was up 4.43 percent compared to January of last year. He said that is a little misleading as the primary reason for the increase was we had 22 services week days in January compared to 20 in January 2016. He said that included 2 additional service week days in which IU was in session so that added about 35,000 in additional ridership to the January total. He said if you factor out the calendar difference, fixed route ridership was actually down about 5 percent in January compared to January 2016. Mr. May noted BT Access ridership was up 17.6 percent in January again most of the increase was attributable to the 2 extra weekdays in the calendar compared to January 2016. He said again if you factor out those 2 weekdays, BT Access ridership was up a little over 5 percent. Secretary McLary noted productivity is up 20 percent. Mr. May said January 2 is when went live with the new paratransit scheduling software so we have been using it for almost 2 months now. This productivity gain in passengers per hour is the first evidence that the new software is helping to improve efficiency.

Mr. May said on the agenda is a Service Development Update. He noted that the City is proposing to annex several areas on the fringes of the current City boundaries. He said there are seven different areas that the City is looking at annexing starting in 2020. He said the City has done a 300 plus page report that you can find online at the City's website. He provided excerpts from the City annexation report that dealt with provision of BT service to the areas proposed to be annexed. Mr. May presented maps in PowerPoint format that illustrated the proposed areas for annexation. He noted that the report notes that BT Access service is anticipated to be provided to any areas annexed. Mr. May noted that is a policy decision that the Board would have to make ultimately. He added that under the Americans with Disabilities Act, we would be provided to provide ADA paratransit service to all areas annexed that are within  $\frac{3}{4}$  mile of any fixed route service during the same days and hours that fixed route service is provided. Mr. May also noted that most likely Rural Transit would no longer be able to service the Ivy Tech campus from our Downtown Transit Center as they are prohibited under funding agreements from providing point to point service where both the origin and destination are within the City. Mr. May noted it would be incumbent upon BT to ensure that transit service is provided to Ivy Tech. Mr. May said the most likely way to achieve this would be to extend Route 3 West to terminate at Ivy Tech and the Cook industrial park. As such, under this proposal, Route 3 West would no longer serve the Curry Pike corridor to Walmart. Assuming resources are available, replacement of service in the Curry Pike corridor through the creation of a new Westside local route might be a reasonable solution. Mr. May estimated the cost of providing such service at about \$400,000 annually for operating costs plus about \$450,000 in one-time capital costs for a bus. Frequency of such service would be 60 minutes. Mr. May also noted that in the future we have an interest in serving the S.Rogers/Fullerton Pike corridors. A route that radiated out of downtown Bloomington south on S.Rogers to west on Fullerton Pike to the Monroe Hospital could be operated for about \$400,000 annually with 60 minute frequency. Capital costs would be about \$450,000 in one-time capital costs for a bus. Mr. May estimated that BT Access would generate

about a 20-25 percent increase in BT Access ridership thus increasing annual operating costs about \$160,000 to \$175,000 annually with capital costs of about \$130,000 every 5 years to purchase 2 BT Access vehicles. The amount of additional revenue generated primarily from property taxes and COIT revenues would be about \$350,000 in 2020 and growing to about \$460,000 in 2023. These revenues would be far less than sufficient to provide all the new services discussed. Mr. May noted that local taxes only generate about 15 percent of the total BT budget. State, Federal and IU are the primary sources in the remaining 85 percent of revenue sources. Only local taxes will increase as a result of annexation. No increase in State, Federal or IU revenues would occur as a result of annexation. Thus we will be quite limited in what we can do to expand services in any newly annexed areas.

Mr. May said the Board is aware of the increasing difficulty we've been experiencing in recent years in hiring drivers. He said our driver training wage which is not in our Collective Bargaining Agreement is \$11.00 per hour and it has been that for a couple of years. He said we are going to go ahead and increase that to \$12.00 per hour effective immediately. He said it is not going to have a huge impact on the overall budget. He said we are doing everything we can to attract people. He said we are having more and more people retiring, we are finding it harder and harder to make pullouts every day, and we are paying large amounts of overtime. This relatively modest increase in the training wage, while not a solution to our hiring issues by any means, will slightly improve our ability to attract new hire driver trainees.

Mr. May said we plan to honor our former Board Member Gloria Hasler at the March 21 Board Meeting in honor of her years of service on the Board.

### **MESSAGES FROM THE CONTROLLER**

Controller Browning gave an overview of the January Financial Reports.

Controller Browning gave an overview of Resolution 17-04; a resolution approving minimum internal control standards and procedures and determining materiality threshold for Bloomington Public Transportation Corporation (BPTC).

Controller Browning gave an overview of the financials for the calendar year 2016.

### **PUBLIC COMMENT – ACTION ITEMS**

There was no Public Comment

### **NEW BUSINESS – ACTION ITEMS**

Under New Business, Board Member Cartwright moved to approve Resolution 17-04; a resolution approving minimum internal control standards and procedures and determining

materiality threshold for Bloomington Public Transportation Corporation (BPTC). The motion was seconded by Vice Chairman McDaniel. Resolution 17-04 was approved unanimously.

Also under New Business, Secretary McLary moved to approve Resolution 17-05; a resolution approving an Interlocal Cooperation Agreement between the Bloomington Public Transportation Corporation (BPTC) and the Greater Lafayette Public Transportation Corporation (GLPTC) for major bus repair services. The motion was seconded by Board Member Cartwright. Resolution 17-05 was approved unanimously.

Under New Business, Vice Chairman McDaniel moved to approve Resolution 17-06; a resolution declaring BPTC vehicle numbers 9514, 9721, 9725, 46, 48, and 502 as scrap and surplus and authorizing the BPTC General Manager to dispose of such vehicles in accordance with the BPTC Procurement Policies. The motion was seconded by Board Member Hartman. The motion was approved by all Board members.

Also under New Business, Board Member Hartman moved to accept financials for the calendar year 2016 with the noted changes. The motion was seconded by Vice Chairman McDaniel. The motion was approved by all Board members.

#### **OLD BUSINESS**

Under Old Business, Secretary McLary moved to approve Resolution 17-03; a resolution awarding the purchase and installation of a hybrid bus energy unit from Clarke PowerServices, Inc. The motion was seconded by Board Member Cartwright. Resolution 17-03 was approved unanimously.

#### **MINUTES**

The minutes for January 17, 2017 were presented for approval by Vice Chairman McDaniel and seconded by Board Member Cartwright. The minutes were approved unanimously.

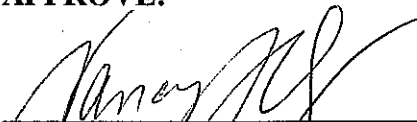
#### **CLAIMS**

The claims for February 20, 2017 were presented for approval by Vice Chairman McDaniel and seconded by Board Member Cartwright. The claims were approved unanimously.


#### **ADJOURNMENT**

**APPROVE:**

**ATTEST:**

  
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Nancy Obermeyer, Chair  
Board of Directors BPTC

03-21-17

  
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James J. McLary, Secretary  
Board of Directors BPTC

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