

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) DECEMBER 20, 2016, 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, Secretary Hasler, Board Member Cartwright and Board Member McLary. Also present were Lewis May, General Manager, Christa Browning, Controller, and Brenda Underwood, Human Resource/Marketing Administrator. 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.

PUBLIC HEARING

Chair Obermeyer opened a public hearing to receive public comment on Ordinance 16-03 an ordinance amending salary and wage rates of appointed officers and employees of the Bloomington Public Transportation Corporation, Monroe County, Indiana for the year 2017. There was no comment from the public. Chair Obermeyer closed the public hearing accordingly.

Chair Obermeyer opened a public hearing to receive public comment on the 2017 Proposed Program of Projects to be funded under 49 U.S.C. Section 5307. There was no comment from the public. Chair Obermeyer closed the public hearing accordingly.

MESSAGES FROM THE MANAGER

Mr. May opened the meeting with the 2017 Salary Ordinance. Mr. May said we had a public hearing earlier on the proposed 2017 Salary Ordinance. He said each year the Board adopts a salary ordinance which establishes the maximum wage rates and salaries for all employees at BPTC. He said to comply with State Board of Account rules we need to adopt a Salary Ordinance before the end of the year. He said this is a two meeting process and at our last Board meeting the Board introduced for first reading the Salary Ordinance. Mr. May said we talked about the salary ordinance at the last Board meeting and there were no changes to the ordinance since the last meeting. He said with the public hearing tonight the Board can now consider the Salary Ordinance for adoption. He noted on the agenda under Old Business we have second

reading and adoption of Ordinance 16-03 which is an ordinance amending salary and wage rates of appointed officers and employees of the Bloomington Public Transportation Corporation, Monroe County, Indiana for the year 2017.

Mr. May noted the Board tonight had their public hearing on the proposed 2017 Program of Projects (POP) and there was no public comment. He said we sent out notices to private transportation providers and human service organizations soliciting any comments or input on the Proposed POP. Mr. May noted we talked about the Program of Projects for 2017 in detail at the last Board Meeting. He said this is our traditional annual submission we make to FTA for the use of our 5307 Federal funds. He said it is a relatively simple Program of Projects this year just four projects in it. He said two of them are very important projects for us. He said we have the replacement of four 40-foot buses using Federal STP funds that have been converted into 5307 funds. He noted they will be ordered and purchased as part of the 2017 Budget. He said then we have of course our annual Operating Assistance line item which is about \$2.06 million dollars. Mr. May noted that on the agenda under Old Business for the Board's consideration and approval is Resolution 16-29; a resolution adopting the final CY 2017 Program of Projects to be funded under 49 U.S.C. Section 5307 and authorizing the BPTC Chair to file and execute grant assurances and the grant contract.

Mr. May said the next item on the agenda is an informational item that is similar to the Program of Projects but is a little more extensive. He said the MPO which is the agency that controls all federal transportation funding has issued their call for projects for the transportation improvement program. He said we have until January 13 to submit our projects and so he has been working on that list of projects. He said this is a four year program of projects it goes from 2017 to 2021 and it is how we plan to spend all of our 5307 funding that we get then in addition any kind of discretionary funding that we get. He said in talking with staff we have looked forward over the next four years and identified the capital needs that we have. He said in the Board packet he included a spreadsheet that shows our anticipated capital needs over the next four years.

He said our two most important needs is twofold one the operating assistance that we have each year we use about 85 percent of our 5307 funding to fund operating cost each year the other 15 percent of that funding is used to do capital projects and traditionally have relied on discretionary funding to fund major capital projects. He said we are going to need to continue that pattern and the reason is there is simply not enough formula funding to fund both operating assistance and all of our capital needs going forward. He said we are going to need to continue to get discretionary funding and probably going to have to get it in larger amounts in order to meet all of our bus replacement needs over the next four years. He said the FAST Act which is the new federal funding authorization does have more 5309 funding discretionary funding for buses and bus facilities. He said there is some question as to whether or not Congress will appropriate that money especially now that we have a new administration taking over. He said whether they will actually appropriate all the funding that was authorized under the FAST Act remains to be seen. He said we are in the process right now of replacing all of our 40-foot buses. He said we have funded 12 40-foot buses out of 15 that we need to replace. We are looking for funding for 3 more 40-foot buses and we will be done with that cycle of replacing all the 40-foot buses. He

said as soon as that is over with we switch gears into replacing our 30 and 35 foot buses. He said we programmed in the TIP about \$9.2 million dollars from 2018 to 2021 to replace all of our 30 and 35-foot buses with hybrids. He said the question is going to be whether or not there will be sufficient discretionary dollars to buy hybrids.

He said one bit of good news starting in 2019 the Small Transit Intensive Cities program will kick in at a higher amount and his estimates are that will bring an extra \$200,000 of 5307 funding each year. He said it is going to be offset slightly by the loss of our JARC funding which has a lot of carryover funding. We project to exhaust that carryover funding by the end of 2018 just in time for the STIC funding to kick in. He said we are going to lose about \$100,000 a year in JARC funding and offset that with about \$200,000 in additional STIC funding assuming Congress appropriates all the money that has been authorized in the FAST Act.

He said for the upcoming TIP cycle he is going to apply for some STP funding although he believes that the road and highway agencies will use all STP funding that is available for this area that's between the City, County, and Ellettsville.

Mr. May said he put a worksheet together that list all the capital projects that we project to use federal funding for. He noted he did want to mention a few projects that appear in the TIP for the first time. He said for the first time ever operations facility maintenance starting in 2018 he programmed \$30,000 per year and then it increases with inflation a little bit each years. He said that is to fund routine major repairs in this facility. He said this facility will turn 20 years old next year and we are starting to see increased wear and tear on this facility. He said it is important to program money for this purpose as this facility continues to age down the road.

He said a couple of other projects that are appearing in the TIP again they are replacement technology projects. He said our current bus tracker technology has been in place about 3.5 years. He said the life-cycle is about 5-6 years. He said as 2019 rolls around it will be time to replace the bus tracker as well as the annunciators.

He said another new project that we have in 2018 is paratransit technology. He said it is a relatively small project we have it programmed at \$50,000 to do 12 vehicles for camera technology in BT Access vehicles.

He said another project that we have programmed in 2018 is the replacement of our radio system. He said this is our bus communication system both for our fixed route and our paratransit vehicles. He said we have programmed that for about \$250,000.

He said the continuation of our Mobility Management Program this is primarily our taxi voucher project that we have had running for several years we have a grant that is already in hand that we hope to resume that program starting January 1 and we would like to continue that project using 5310 funds for each of the four years of the TIP.

Mr. May noted next on the agenda is the facility exhaust rehabilitation. He said in 2013 we rehabilitated the BT side of the garage for the four bays for the exhaust system that ventilates the

tailpipe emissions from the buses. He said the reason why we had to do that in 2013 was the new diesel engine technology at certain times can generate higher exhaust temperatures coming out of the tailpipe of the bus. He said we spent about \$41,000 to retro fit those 4 bays to handle the higher exhaust temperatures in 2013 and we didn't have enough money to do it at the time for the IU side and their 5 bays. He said IU did not have any newer buses at that time that needed it but since that time they have added new buses to their fleet and it is time to do the IU side of the garage. He said we did a request for quotes and got a couple of quotes back. He said the last time we did this in 2013 it cost us about \$10,200 per bay. He said the pricing came in a little better this time with the low quote coming from Rossman Enterprises at \$9,380 per bay and they have five bays on the IU side. He said as part of this project the design solution that they have they will replace the 18-foot hoses in each of the five hose reels with new high temperature hoses, replace the 6 inch ductwork to the roof with 8 inch duct work, replace the exhaust fan with a new higher capacity fan, replace the 6 inch turned down roof cap with a new 8 inch turned down roof cap, provide a triangular adaptor that connects the exhaust hoses with the fan shaped exhaust pipe on the bus, and reorient the hose reels in the garage 180 degrees to better service buses parked under them. He said we are using 5307 funding to fund 80 percent of it and IU will fund the full 20 percent of the local match since it is their side of the garage. He said under new business is Resolution 16-24 that would award a contract to Rossman Enterprises for \$46,900.20.

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 \$3,000 to \$4,000 annually in vending machine commissions. He said on the agenda is Resolution 16-26 for consideration to authorize continued use of the vending machine commissions to BPTC for employee events and activities in 2017.

Mr. May gave an overview of November ridership. He said November 2016 fixed route ridership was up 1.4 percent compared to November 2015. Year-to-date fixed route ridership is down 0.5 percent compared to the same period last year. Mr. May noted BT Access ridership was down 2.3 percent compared to November 2015. He said the year-to-date ridership was up 0.2 percent compared to the same period last year.

Mr. May noted we had an enormously successful Stuff-A-Bus this year thanks to Brenda and all her hard work. He said we collected 3,871 items this year it is up 10 percent compared to 2015.

Mr. May noted that the last meeting of the year is when we traditionally elect new Board officers. He said the board under Indiana Code 36-9-4-21 should elect a Chair and Secretary and then traditionally also elect a Vice Chair and Treasurer. Mr. May recommended the board move tonight to nominate and approve officers for these four positions. He added that in addition he asked the Board to appoint a Board representative to serve on the MPO Policy Committee. He

noted that Kent McDaniel serves as that Board appointment for MPO Policy Committee where he also serves as Chair and has capably done so for many years.

Mr. May said we have a new advertising company that took over May 1 and they have been doing a great job at maximizing the total advertising revenue. He said we are probably going to set new records for advertising revenue. He said they recently came to him with a new proposal and he loves the way they think outside the box. He said they would like to sell a package of ads. He said they sold a package of signs where they have side signs on the side plus some ceiling signs. He said this is going to generate just our share of the revenue for one year on ten buses almost \$4,000. He said in addition we are getting a couple of full bus wraps.

EXECUTIVE SESSION

An executive session was held to discuss matters as per Indiana Code 5-14-1.5-6.1(C).

EXECUTIVE SESSION CERTIFICATION

Chair Obermeyer, on behalf of the entire Board, certified that an executive session was held to discuss matters as per Indiana Code 5-14-1.5-6.1(C), and that no subject matter was discussed in the Executive Session other than the subject matter specified in the public notice.

MESSAGES FROM THE CONTROLLER

Controller Browning gave an overview of the November Financial Reports.

Controller Browning gave an overview of Resolution 16-23; a resolution authorizing the transfer of funds between budget categories for the Calendar Year 2016 budget.

PUBLIC COMMENT – ACTION ITEMS

There was no Public Comment

NEW BUSINESS – ACTION ITEMS

Under New Business, Board Member Cartwright moved to approve Resolution 16-23; a resolution authorizing the transfer of funds between budget categories for the Calendar Year 2016 budget. The motion was seconded by Secretary Hasler. Resolution 16-23 was approved unanimously.

Also under New Business, Vice Chairman McDaniel moved to approve Resolution 16-24; a resolution awarding a contract for the purchase of maintenance garage exhaust rehabilitation equipment and services. The motion was seconded by Board Member McLary. Resolution 16-24 was approved unanimously.

Under New Business, Board Member Cartwright moved to approve Resolution 16-25; a resolution awarding a contract for the purchase of a security surveillance system for the Grimes Lane Operations and Maintenance Facility. The motion was seconded by Board Vice Chairman McDaniel. Resolution 16-25 was approved unanimously.

Also under New Business, Secretary Hasler moved to approve Resolution 16-26; a resolution authorizing the use of revenues from vending machines in BPTC employee functions in 2017. The motion was seconded by Board Member McLary. Resolution 16-26 was approved unanimously.

Under New Business, Secretary Hasler moved that the current slate of BPTC Board officers be maintained for 2017 and appoint Vice Chairman McDaniel as Board representative for the MPO Policy Committee for 2017. This slate included Nancy Obermeyer as Chair, Kent McDaniel as Vice Chair, Gloria Hasler as Secretary, and Al Cartwright as Treasurer. Board Member Cartwright seconded the motion. The Board unanimously approved the current slate of officers to remain unchanged.

OLD BUSINESS

Under New Business, Board Member McLary moved to approve Ordinance 16-03; an ordinance amending salary and wage rates of appointed officers and employees of the Bloomington Public Transportation Corporation, Monroe County, Indiana for the year 2017-Second Reading and Adoption. The motion was seconded by Board Member Cartwright. Ordinance 16-03 was approved by all Board Members.

Also under Old Business, Board Member Cartwright moved to approve Resolution 16-29; a resolution adopting the final CY 2017 Program of Projects to be funded under 49 U.S.C. Section 5307 and authorizing the BPTC Chairman to file and execute grant assurances and the grant contract. The motion was seconded by Board Member McLary. Resolution 16-29 was approved unanimously.

MINUTES

There were no minutes for approval.

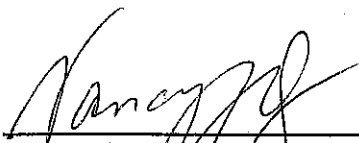
CLAIMS

The claims for December 20, 2016 were presented for approval by Board Member Cartwright and seconded by Vice Chairman McDaniel. The claims were approved unanimously.

ADJOURNMENT

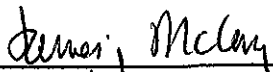
APPROVE:

ATTEST:



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

01-17-17



01-17-17

**James J. McLary, Secretary
Board of Directors BPTC**