

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) JANUARY 22, 2019, 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: Chair Obermeyer, Vice Chairman McDaniel, Board Member Cartwright, and Secretary McLary telephonically. Also present were Lewis May, General Manager, Brenda Underwood, Human Resource/Marketing Administrator, Christa Browning, Controller, Zac Huneck, Planning and Special Projects Manager, and there were no members of the public.

PUBLIC HEARING

Chair Obermeyer opened a public hearing to receive public comment on Ordinance 19-01; an ordinance amending salary and wage rates of appointed officers and employees of the Bloomington Public Transportation Corporation (BPTC), Monroe County, Indiana for the year 2019. There was no comment from the public. Chair Obermeyer closed the public hearing accordingly.

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 noted traditionally with our first Board Meeting of the year we ask the Board to consider nominations and election of officers for the coming year. The Board traditionally elect a chair, secretary and we also elect a vice chair and treasurer. He said the Indiana Code requires that we at least have a chair and secretary. He said the current officers are Nancy Obermeyer, Chair; Kent McDaniel, Vice Chair; Al Cartwright, Treasurer; and Jim McLary, Secretary. He said in addition each year I ask the Board to appoint a Board representative to serve on the MPO Policy Committee on behalf of Bloomington Transit and Kent McDaniel is currently serving in that role for BT. Vice Chairman McDaniel noted that he is no longer the chair on the MPO. Mr. May said under New Business tonight he asked that the Board elect the officers for this coming year.

Mr. May noted that we just held the Public Hearing for the 2019 Salary Ordinance and there were no public comments. He said there is one change this year. He said in the past we have traditionally had a two meeting Salary Ordinance where you have Introduction and First Reading

and at the second meeting a Public Hearing and Second Reading and Adoption. He said Christa in her research with the State Board of Accounts has determined that it is only a one meeting requirement for salary ordinances so we've advertised a Public Hearing for tonight, which is one of the requirements, and then with Board consensus you can go ahead and adopt the ordinance tonight. He said with regard to the actual ordinance what we have done is increase the salary maximums for each grade by 2% and then we are showing the maximum amount for each position in the Salary Ordinance. He said you have the non-bargaining unit positions and the salary maximums were increased for each grade for each position by 2%, and then you have the bargaining unit positions which are negotiated through our collective bargaining agreement each year, simply stating what those wages are for 2019 from our Collective Bargaining Agreement in the Salary Ordinance. He said there are other details in the Salary Ordinance that primarily deals with bargaining unit positions and things like premium increases for work they do, night premium, dispatching premium and night maintenance foreman premium. He said we also have the incentive bonus provisions mentioned in the Salary Ordinance as well each employee can potentially earn up to \$1,000 a year through the Incentive Bonus Program if they have perfect attendance, no disciplinary write-ups and no preventable accidents. He noted everyone is covered by the Incentive Bonus Program including salary, management, non-bargaining units and maintenance people. He said all full-time employees are subject to the Incentive Bonus Program. Vice Chairman McDaniel asked when the Collective Bargaining Agreement expires. Mr. May said our Collective Bargaining Agreement has three more years on it. He said it is a four-year agreement and last year was the first year of the agreement so it will expire at the end of 2021.

Mr. May noted he has an informational item Senate Bill 285 our local Senator, Mark Stoops, has introduced this bill. He said this bill applies to all counties in the State of Indiana as opposed to past bills which just covered Monroe County. He said his hope is that by applying this bill to all counties that he might be able to get more support from other counties across the state in adopting this bill. He said he has talked to Senator Stoops' legal assistant recently to see if there is anything we can do to help support passage of the bill and the only recommendation that she has made is that we contact the Chairman of the Senate Fiscal and Tax policy committee and advocate for support there. Mr. May noted that we had contacted several transit systems across the state asking them to contract the committee chair. He said the first step would be to get this through Senate and then it would have to go to a House Committee for a hearing there. He said that has always been the obstacle with this bill in getting a hearing at a House Committee which we have never been successful. He said he will keep the Board advised as this bill progresses, or as it does not progress, through the legislative process. He noted this is a long General Assembly session that will go until April. He said if it would be adopted, the County Council would be the authorizing body. He added that in its current form, there is no mention of any referendum requirement in the bill. He said both the Rural Transit and Bloomington Transit would benefit if this were adopted.

Mr. Huneck gave an overview of December ridership. He said December fixed route ridership was down 10.96 percent in December compared to December 2017. Year-to-date fixed route ridership is down 6.01 percent compared to the same period last year.

Mr. Huneck noted BT Access ridership was up 12.62 percent in December compared to December 2017. He said the year-to-date BT Access ridership was up 4.36 percent compared to the same period in 2017.

Secretary McLary how many hours did we expend on that Sunday in addition to what we normally would have done. He said we almost doubled riders how many hours did we have to put out to accomplish that. Mr. May said he does not have the numbers now but can have Eli compile the data and have it for the next board meeting.

Mr. May noted that the tradition at our first board meeting of the year is to present to the Board accomplishments from the past year and primary goals for the new year. Mr. May presented a PowerPoint presentation with the accomplished from the past year and the proposed goals for 2019. Mr. May summarized the vision statement for BPTC as the guiding principle for the organization. Vision and Mission Statements are framed and on display in lobby, Driver Ready room and on the wall in the downtown Transit Center thanks to Mike Clark for doing this. Total ridership, fixed-route and BT Access combined was about 3.1 million in 2018, a decline of 6% compared to 2017. Bus ridership is down 2.3% nationally. The decline in bus ridership is starting to lighten up, from 4-5% last year nationally. This was the biggest ridership decline for BT in a single year. The trend for the last 15 years was increased ridership, except in the last four years. 2014 was the peak year with over 3.5 million riders. Compared to other Indiana systems, some had ridership increases including Lafayette 3.5% with a 3.1% increase in revenue miles; Indianapolis 0.3% increase in ridership with a 7.3 increase in revenue miles; and Ft. Wayne 0.1% increase in ridership and 0.1 percent increase in revenue miles. Muncie, South Bend, Evansville, Bloomington, and Terre Haute all were down for the year from 3.5% in Muncie to 7.1% down in Terre Haute. Four of these five have had a decline in revenue miles provided in 2018. Ridership per capita through November 2018 still had Bloomington as the leader in ridership per capita at 36.5 rides. Mr. May noted that does not include the IU Campus Bus Service numbers, this is strictly Bloomington Transit ridership numbers.

BT Access dating back to 1991, the peak year was 2006 at 38,000 rides. The trend in the last four years has been up on BT Access, and this past year, 2018, was the second highest record for Bloomington Transit, about 37,000 on BT Access.

Accomplishments in Human Resources area included implementation of the Salary Study Recommendations in 2018; completion of a workload assessment with recommendations for new and restructured positions over the next few years/ unchanged contributions for employees with regard to group health insurance in the current plan year which marks three consecutive years of no increases; and lastly, the implementation of a new four-year collective bargaining agreement.

Financial management accomplishments in 2018 included a clean State Board audit for the year 2017; an increase in operating reserves from \$6.8 million to \$7.6 million; an increase in partial self-funded health insurance reserves from \$768,000 to \$944,000; and implementation of a fully electronic payroll system, to replace the previous manual payroll system.

Fixed-route service accomplishments in 2018 included the delivery of four new 40' busses which enabled us to retire some 2003 models; placing an order for three new 40' buses to be delivered in 2019 which will be the last of the 40' bus replacements; and successful acquisition of two new 5339 Grants that will help us fund 80% of the cost of one electric bus and one charging station as

On the legislative front, Senate Bill 285 has been introduced at the General Assembly. This is our best chance for any new funding for expansion of service. We don't expect any significant new Federal, State or local funds any time in the near future. If SB 285 were to be passed by the General Assembly, the County Council would have the authority to impose a local income tax anywhere from 1/10% to 0.25%. At the higher levels the bill could generate up to \$8 million for transit. Our current operating capital budget is about \$10 million/year, so this could be a significant infusion of new funding which would help us grow and expand public transportation services significantly. Rural Transit would also be able to grow their services significantly.

On the financial management side a routine goal is a clean audit for 2018. In 2019 we will have a triennial review and while it's very difficult to get a clean Triennial Review we expect any findings will be easily correctable. Another important financial goal will be preparation of the 2020 budget.

On the human resources and marketing side, Brenda is in the process of working with one of our marketing firms to develop a new employee recruitment video that we plan to run on social media and streaming services. We have shot our first two commercials that we are doing. In addition to doing an employee recruitment commercial we are doing a marketing video that will also run on social media and streaming services targeting college students, specifically given that they are the biggest user group of Bloomington Transit. We plan to hire a new human resources and payroll clerical position which is the second-year recommendation from our workflow assessment. This position is funded in the 2019 budget and Brenda hopes to start the recruiting process for this position soon.

Another thing we will do in 2019 is revisit the workload assessment that we did last year to consider any possible changes based on the changing needs of the organization. The senior staff will get together probably this summer to revisit the recommendations made and if we have changes we will come back to the board later this year with those recommendations.

We are planning two free ride days in 2019 on the Election Days including the May primary and the general election in November. Other things in HR/Marketing include Stuff-A-Bus 2019 which will be our 19th year to do Stuff-A-Bus.

In the area of maintenance, we have a second boiler to replace as well as the control system in 2019. We've got 6-8 shelters to install. And we anticipate the trend in maintenance road calls will continue to decline given we've got more new buses on the way. In operations, we will be going live with the new radio system; new 40' busses going into revenue service; and implementation of the fixed-route camera upgrade and the wireless download capability. Lastly we anticipate implementing an upgrade to our bus tracker and voice enunciator system on fixed route buses in 2019.

Mr. May thanked the board for their support of staff in the pursuit of these goals and asked if the Board had any additional comments or suggestions. The Board concurred with the proposed goals and thanked the staff for their plans.

MESSAGES FROM THE CONTROLLER

Controller Browning noted on the agenda for the Board's consideration and approval is Resolution 19-01; a resolution authorizing the encumbrance of appropriations from the Calendar Year 2018 budget.

Controller Browning noted on the agenda for the Board's consideration and approval is Resolution 19-02; a resolution approving the 2019 public official bond for Christa Browning, Controller of the Bloomington Public Transportation Corporation (BPTC).

Controller Browning gave an overview of the December Financial Report.

PUBLIC COMMENT – ACTION ITEMS

There was no public comment on actions items.

NEW BUSINESS – ACTION ITEMS

Under New Business, Vice Chairman McDaniel moved to approve Resolution 19-01; a resolution authorizing the encumbrance of appropriations from the Calendar Year 2018 budget. The motion was seconded by Board Member Cartwright. The motion was approved unanimously.

Also under New Business, Vice Chairman McDaniel moved to approve Resolution 19-02; a resolution approving the 2019 public official bond for Christa Browning, Controller of the Bloomington Public Transportation Corporation. The motion was seconded by Board Member Cartwright. The motion was approved unanimously.

Also under New Business, Board Member Cartwright moved to approve Ordinance 19-01; an ordinance amending salary and wage rates of appointed officers and employees of the Bloomington Public Transportation Corporation (BPTC), Monroe County, Indiana for the year 2019. The motion was seconded by Vice Chairman McDaniel. Ordinance 19-01 was approved by all Board Members.

Under New Business, Vice Chairman McDaniel moved to retain the current slate of officers which includes Nancy Obermeyer as Chair, Kent McDaniel as Vice Chair, James McLary as Secretary, and Alex Cartwright as Treasurer. In addition, his motion included naming Kent McDaniel as the BPTC Board representative on the MPO Policy Committee. The motion was seconded by Alex Cartwright and approved unanimously.

OLD BUSINESS

There was no Old Business.

MINUTES

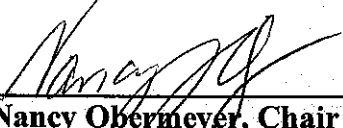
The minutes for the October 16, 2018 meeting were presented for approval by Board Member Cartwright and seconded by Vice Chairman McDaniel. The minutes were approved unanimously.

CLAIMS

The claims for January 22, 2019 were presented for approval by Vice Chairman McDaniel and seconded by Board Member Cartwright. The claims were approved unanimously.

ADJOURNMENT

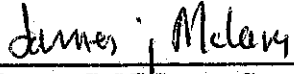
APPROVE:



Nancy Obermeyer, Chair
Board of Directors BPTC

03-19-19

ATTEST:



James J. McLary, Secretary
Board of Directors BPTC

03-19-19