

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION
CORPORATION (BPTC) JUNE 25, 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, Treasurer Cartwright, Board Member Hartman, and Secretary McLary. Also present were Lewis May, General Manager, Brenda Underwood, Human Resource/Marketing Administrator, Christa Browning, Controller, Zac Huneck, Planning and Special Projects Manager, Brian Noojin, IU Campus Bus and members of the public Boris Palchik, Project Manager, Foursquare ITP, Jeremy Strauss, Deputy Project Manager, Foursquare ITP and Cheyenne Irby, Associate Vice President, EMG.

PETITIONS AND COMMUNICATIONS ON NON-ACTION ITEMS

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

MESSAGES FROM BOARD MEMBERS

Secretary McLary thanked the board for allowing him to attend the Annual CTAA meeting in Palm Springs, CA. He has been attending for over 25 years. He gave an overview of the meeting stating that there was a normal number of vehicle vendors and typical trade association booths but most interesting were the number of “real time” demand vendors. There are also several app related companies providing Uber/Lyft type apps for transit agencies. He noted that our paratransit software vendor has an app that we can use for our micro transit for a fee of \$1.25/ride. There are also other companies – DemandTrans Solutions that will provide an app and work to find providers in our area. He also meet with two representatives of products: Hopthru and Spare. A memo dated June 6 was provided was provided by Secretary McLary and gave an overview of his time at the meeting.

Secretary McLary provided copies of a funding opportunity through Federal Transit Administration (FTA), U.S. Department of Transportation (USDOT). Mr. May stated that he and Secretary McLary had talked earlier in the day and they will work on generating ideas for a grant application. Applications are due August 6th.

MESSAGES FROM THE MANAGER

Mr. May stated that while the agenda was not long there was much detail to be presented tonight. The first being the Route Optimization Study consultant presentation. He introduced Jeremy Strauss and Boris Palchik of Foursquare ITP to present their findings and recommendations. This included a power point presentation, a map of existing route structure and proposed route structure. Information presented included the project background, project goals and a project approach including both short term and long term goals. The service characteristics were outlined as follows:

- Clock-face frequency planned for all routes
- Peak BT headways would range from 15 to 60 minutes
- Only 3 routes with hourly peak headways (Routes 1, 4, and 5)
- All other routes would operate with 30 minute or better peak frequency
- Peak period defined as 12 hours (6:00 am – 6:00 pm)
- Regular BT weekday service span would range from 13-17 hours depending on the route
- All BT routes would operate during “reduced” weekdays but with modified schedules
- All IU routes would operate every 10 minutes during peak period
- 12-hour peak period for Routes A, B, and E; 10 hours for Route W
- Off-peak headways would range from 20-30 minutes during regular weekdays

Projected outcomes were presented for the number of peak vehicles for each system, number of annual revenue hours, annual operating cost, and annual ridership. This included the current, projected, and the percentage change between the two.

It was noted that the cost of Micro-transit was included for IU and the night owl service. Also, it was noted that we could see a decline in ridership the first year but a projected increase of over 6% overall is expected for BT sometime in the range of 1-3 years after implementation of the recommended service plan.

Mr. May stated that he is very excited about the proposed changes. He believes it has potential to reverse the ridership decline and better serve the community. Mr. May and the board thanked Mr. Palchik and Mr. Strauss for the good work on the study. A final electronic version will be submitted soon and sent to the board.

Next on the agenda is project consultant, Cheyenne Irby, Associate Vice President of EMG, who will present the recommendations for the Facility Condition Assessment Study. He presented a power point presentation to explain the short and long term needs. Mr. May explained that the building is now 22 years old and there are certain elements and sub-elements of the facility that are in need of repair and/or replacement. Some such elements such as the roof are more immediate. This report takes a long view approach to these needs and the projected overall cost. The study identified about \$10.7 million in repairs and/or replacements over a 20-year period in order to keep the facility in a state of good repair. Greater detail was provided in terms of which elements needed repair and/or replacement in the immediate term – about \$300,000; short-term (next 3 years) – about \$803,000; near-term (next 10 years) – about \$1.4 million; medium-term (10 years) – about \$2.6 million; and long term (next 20 years) – about \$5.6 million. Next month, the board will be presented with the 2020 budget which will include a line item for roof replacement which is the primary immediate term need identified in the study. A copy of the draft final report has been provided to the Board.

Mr. May stated that next item of business is the IU/BPTC Interlocal Agreement. We have reached a tentative agreement with IU staff on the renewal terms for our 2019-2020 Interlocal Agreement. We have tentatively agreed to the following terms:

Two (2) percent increase in student contract revenue. The amount would increase from \$1,011,765 to \$1,032,000, subject to final approval of the IU Treasurer.

No change in the per trip charge for IU faculty/staff which is currently \$0.75/trip. The ceiling on the total faculty/staff revenue would increase from a maximum of \$125,000.00 to \$127,500.00

A 3.5 percent increase in bus washing and fueling expenses based on the projected increase in costs.

Snow removal services for the Grimes Lane facility would remain at \$250/occurrence with a \$2,500 ceiling on annual snow removal costs.

Expansion of service on our 6 Limited route so as to serve the Park on Morton Apartments and the Reserve on 3rd Apartments. A total of two (2) additional buses would be added on the 6 Limited route to bring the total number of buses on this route to 4 on Mondays thru Thursdays from 7:30 a.m. to 7:00 p.m. during the fall and spring semesters. This would give the 6 Limited a 15-minute frequency. Currently, the 6 Limited has a 20-minute frequency. A total of 23 additional revenue hours would be operated each weekday during these semesters. Total additional revenue hours on the 6 Limited route would be 2,829. We would bill IU at the rate of \$65.94/hour for a total of \$186,544. The revised 6 Limited route, including service to the Park on Morton Apartments and Reserve on 3rd Apartments, would also operate on Friday with a frequency of about every 30 minutes. A map of the revised 6 Limited route was displayed for the Board so as to show the proposed changes to the route structure.

Mr. May stated that Resolution 19-07 is included in your packet for consideration under New Business. This resolution would approve the proposed Interlocal Agreement as well as the revisions to the 6 Limited route for the period beginning in August 2019 through the end of the spring semester in May 2020.

Next up is a relatively routine item stated Mr. May. That item of business is the HFI Contract Extension with HFI Inc. Over the past three (3) years we have contracted with a local company, Harrell-Fish, Inc. (HFI Inc.) to conduct preventative maintenance at our Downtown Transit Center. The base contract expires June 30, 2019 and we have three (3) one-year options that we can exercise at our sole discretion. Cost for each year of the base contract as well as the option years is the same at \$17,500.00 each year. Mr. May recommended exercise of the first one-year option with HFI, Inc. at the price of \$17,500.00. He stated that Resolution 19-08 and the contract extension document is included in your packet for consideration under New Business. A list was provided of items that HFI Inc. is responsible for under this contract as shown in the Board packet.

Mr. Huneck presented the April/May Operation Statistics. He stated that April fixed route ridership was down about 2 percent compared to April 2018. May fixed route ridership was down about 8 percent compared to May 2018. Year-to-date fixed route ridership is down about 7 percent compared to the same period in 2018. He also stated that BT Access ridership was up about 18 percent in April 2019 compared to April 2018. May BT Access ridership was up 7 percent compared to May 2018. Year-to-date BT access ridership is up about 12 percent compared to the same period in 2018. He stated that route 3 is showing strong numbers for the last couple of months. It was noted that fixed route road calls were down in 2019 from 2018. Mr. May explained that it is due to the number of new fixed route buses (15 new buses in the last 4 years) in the fleet. They are more reliable and have less maintenance thus reducing the number

of road calls. He also stated that we just took delivery of (3) 40 foot fixed route buses. They will be on the road by the start of school in August.

MESSAGES FROM THE CONTROLLER

Controller Browning gave an overview of the May Financial Report as included in the Board packet.

PUBLIC COMMENT – ACTION ITEMS

There was no public comment on actions items.

NEW BUSINESS – ACTION ITEMS

Under New Business, Board Member Cartwright moved to approve Resolution 19-07; a resolution approving the Interlocal Cooperation Agreement between the Bloomington Public Transportation Corporation and Indiana University for the 2019-2020 school year and authorizing the Chairman to execute the agreement. The motion was seconded by Board Member Hartman. The motion was approved unanimously.

Board member McLary moved to approve Resolution 19-08; a resolution authorizing the exercise of an option for a one-year contract option with Harrell-Fish, Inc. to conduct facility preventative maintenance and technical support for the Downtown Transit Center. The motion was seconded by Treasurer, Al Cartwright. The motion was approved unanimously.

OLD BUSINESS

There was no old business.

MINUTES

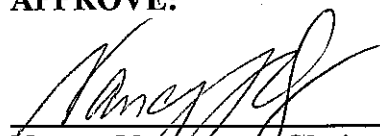
The minutes for the May 13, 2019 meeting were presented for approval by Vice Chairman McDaniel and seconded by Board Member Cartwright. The minutes were approved unanimously.

CLAIMS

The claims for June 25, 2019 were presented for approval by Board Member Cartwright by Vice Chairman McDaniel. The claims were approved unanimously.

ADJOURNMENT

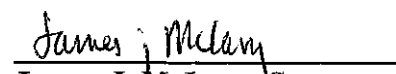
APPROVE:



Nancy Obermeyer, Chair
Board of Directors BPTC

07-16-19

ATTEST:



James J. McLary, Secretary
Board of Directors BPTC

07-16-19