

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) AUGUST 13, 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 Nancy Obermeyer, Vice Chairman Kent McDaniel, Treasurer Alex Cartwright, Secretary James McLary and Board Member Marilyn Hartman. Also present were Lewis May, General Manager, Brenda Underwood, Human Resource/Marketing Administrator, Christa Browning, Controller, Mary Morgan, Greater Bloomington Chamber of Commerce and Dave Askins, B Square Beacon

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

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

**MESSAGES FROM BOARD MEMBERS**

No messages from the board members.

**MESSAGES FROM THE MANAGER**

Mr. May started the meeting summarizing a proposed Additional Appropriation Ordinance for the 2019 budget. Mr. May explained that we have acquired three (3) competitive grants from sources such as INDOT and the Federal Transit Administration to assist in purchase of two (2) replacement BT Access vehicles and one (1) additional battery electric bus with charging station, installation of charging station, and staff training. Mr. May requested Board approval of an additional \$1,128,000 in the 2019 budget to provide the necessary budget authority for the following additional budget expenses:

<b>Class IV – Capital</b>	<b>Total Amount</b>
One (1) Battery Electric Bus, Charging Station and Installation, and Staff Training	\$1,000,000
Two (2) BT Access Vehicles	128,000
<b>Total Class IV Additional Appropriations</b>	<b>\$1,128,000</b>

The table below summarizes the revenue for the additional appropriation:

<b>Revenue Source</b>	<b>Total Amount</b>
INDOT – Federal 5310	\$102,400
INDOT – Federal 5339	\$515,242
Federal Transit Administration – Low NO	\$284,759
BPTC – Local	\$225,599
<b>Total Additional Revenue</b>	<b>\$1,128,000</b>

Resolution 19-09 is included in your packet under New Business for your consideration. The City Council will consider the additional appropriation ordinance at their August 14 and August 28 meetings.

Next, Mr. May presented the 2020 budget. A summary of the proposed 2020 budget is as shown in the following table:

<b>Budget Class</b>	<b>Proposed 2020</b>	<b>Final 2019</b>	<b>Percent Change</b>
I-Personnel	\$6,008,467	\$5,984,482	0.40
II- Materials/ & Supplies	\$1,637,394	\$1,626,861	0.65
III- Services	\$1,511,414	\$1,160,343	30.26
IV-Capital	\$4,817,975	\$1,713,551	181.17
Total	\$13,975,250	\$10,485,237	33.29

The primary factors driving the 2020 budget include the following:

- 2020 budget is premised on existing fare and services with the exception of our arrangement with the university to add expanded service on the 6 Limited route. We've budgeted for two (2) additional buses on this route, Monday thru Thursday during the spring semester.
- It is anticipated that we will implement the recommendations of the Route Optimization Study in August 2020 following public hearings in the fall of 2019 and finalizing of the service plan by January 2020. The study recommendations were cost neutral and we do not anticipate any additional new funding. Therefore no service expansion is expected beyond the additional 6 Limited service during the spring semester of 2020. We have budgeted costs relative to additional printing, advertising, signage and other expenses to prepare for implementation of a new route network.

- Upon recommendation of staff, we have budgeted the services of a full-time, off-duty security officer that would work 40 hours a week and be stationed primarily at our Downtown Transit Center to deal with the many conduct and behavioral issues we've been having with the changing customer base and transient population in the downtown area. We've budgeted \$87,360 for this as a new personnel item in the budget.
- We have four 2007 buses that are due for replacement. For budget purposes, we're assuming the purchase of battery electric buses with charging stations at \$1 million per bus/charging station for a total of \$4 million in the 2020 budget. The propulsion type could change to CNG pending the outcome of the City's waste energy study that's looking at the possible use of anaerobic digestion at their wastewater treatment plant to capture methane. If we were to change to CNG, then we would have to purchase land, construct a CNG fueling station, and retrofit the electrical infrastructure in the maintenance facility. While the cost of CNG buses would be about half the cost of the electric buses, the cost of the land and fueling station would likely be \$1-2 million or more. This \$4 million budget item is the primary budget driver for the entire budget and is the sole reason we'll need to use about \$800,000 of reserves as local match for the electric bus purchase.
- Replacement of the Grimes Lane facility roof is one of the immediate recommendations coming out of the Facility Condition Assessment Study. We budgeted the cost of \$363,250 for the roof and architectural design and roof replacement.
- Automatic passenger counters are budgeted at \$200,000 for the fixed route fleet. The primary purpose of this technology is to give us on/off ridership data by route and stop for future planning purposes. It was also noted that several of the buses already have the counters installed as a result of the Route Optimization Study.

Transfer from reserves of \$899,845 is budgeted as a revenue source of which \$800,000 would provide the local match for the \$4 million electric bus purchase. It was noted that as of July we have \$8 million in reserves.

Mr. May thanked Controller Browning for doing a great job in preparing the budget.

In addition, we have included a placeholder of \$167,000 for the possibility of starting a demonstration program for micro-transit service in the late August 2020 if our competitive mobility-on-demand grant application is approved. The Route Optimization Study recommended that several routes end at 7 p.m. A microtransit concept could replace that service. Indiana University is also interested in the possibility of microtransit being used to provide Night Owl service.

Under New Business on the agenda, we have a motion for the Board to consider approval of the proposed 2020 budget.

Next, Mr. May presented three (3) items for the Board to consider declaring scrap and surplus including a 2012 BT Access van; the previously used two-way radio system for fixed route, BT Access and support vehicles; and a list of bus parts for old and obsolete vehicles we no longer have in the fleet. The 2012 BT Access van is a Ford raised roof van with total accumulated

miles of 100,101. This van was recently replaced with a 2019 body-on-chassis vehicle. In addition, we recently replaced our entire two-way radio communications system that was originally purchased in the 2005-2008 period. As such, we have approximately 50 mobile vehicle radios as well as base stations, and hand held portable radios that are now scrap and surplus. Lastly, we completed comprehensive cleanout and review of old and obsolete bus parts that go to vehicles we no longer have in our fleet. The majority of these parts are for the 1995 and 1997 Gillig 35-foot Phantoms that have been retired. The total value of the parts to be disposed of is \$106,903.67. Josh Prince was recognized for taking on this task and doing an outstanding job.

We propose to sell at auction van 1249 plus three (3) other vehicles that the Board has previously authorized for disposal as well as the two-way radio system communications equipment and the bus parts.

Resolution 19-10 is included in your packet for consideration for approval under New Business.

Mr. Huneck was not present at the meeting but put together the July operational statistics. Mr. May stated that July fixed route ridership increased 5.13 percent compared to July 2018. Year-to-date fixed route ridership is down 5.10 percent. BT Access ridership increased 8.88 percent in July compared to July 2018. Year-to-date BT Access ridership is up 9.73 percent. Secretary McLary noted that productivity is up for the year and acknowledged Desta, Cindy and Eli for doing a great job with scheduling and operational efficiency. It was also noted that our accident rate was up compared to past years. It was explained that many of our more experienced drivers have retired in recent years. With new and less experienced drivers we have experienced more accidents. It was also explained that in the last year the Accident Review Committee consisting of staff, union drivers and city risk management staff was formed. This committee reviews every accident monthly to determine if they were preventable accidents. This committee is tough, probably more so than the previous management reviews, thus resulting in a higher number of preventable accident findings. Mike Clark received kudos for putting together this accident review committee.

### **MESSAGES FROM THE CONTROLLER**

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

### **PUBLIC COMMENT – ACTION ITEMS**

Mary Morgan, Director of Advocacy and Public Policy with The Greater Bloomington Chamber of Commerce introduced herself. She wanted to let the board know that they are supportive of Public Transit and would like to work together to find spending sources and overcome any legislative barriers and work together to have as great a public transit system as envisioned.

### **NEW BUSINESS – ACTION ITEMS**

Treasurer Cartwright made a motion to approve the proposed 2020 Budget. The motion was seconded by Secretary McLary. The motion was approved unanimously.

Vice Chair McDaniel moved to approve Resolutions 19-09; an additional appropriation resolution for the Transit Fund of Bloomington Public Transportation Corporation, Monroe County, Indiana for the calendar year 2019. The motion was seconded by Board Member Hartman. The motion was approved unanimously.

Secretary McLary moved to approve Resolution 19-10; a resolution declaring as scrap and surplus the following items: BT Access van number 1249; the previous complete two-way radio communications system for fixed route, BT Access and support vehicles; and a list of specified bus parts as scrap and/or surplus and directions the BPTC General manager to dispose of such items in accordance with the BPTC Procurement Policies. The motion was seconded by Treasurer Cartwright. The motion was approved unanimously.

### OLD BUSINESS

Board Member Hartman wanted to know if there was any information on the solar panels. She would like to see an agreement soon. Mr. May stated that he and Ms. Browning met with the City Controller and Economic Development Director and they anticipate a revised Interlocal Agreement with the City of Bloomington coming forward that will provide certain assurances of return on our solar investment.

### MINUTES

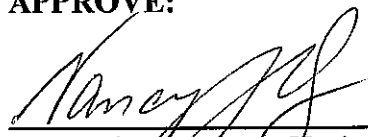
The minutes for the July 16, 2019 meeting were presented for approval by Board Member Hartman and seconded by Treasurer Cartwright. The minutes were approved unanimously.

### CLAIMS

The claims for August 13, 2019 were presented for approval by Board Member Hartman and seconded by Treasurer Cartwright. The claims were approved unanimously.

### ADJOURNMENT

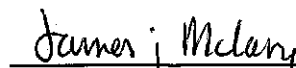
APPROVE:



09-17-19

Nancy Obermeyer, Chair  
Board of Directors BPTC

ATTEST:



09-17-19

James J. McLary, Secretary  
Board of Directors BPTC