

**REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION
CORPORATION (BPTC) OCTOBER 15, 2019, 5:30 P.M.
MINUTES**

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, Christa Browning, Controller, Zac Huneck, Planning and Special Projects Manager,

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 with discussion continued from the previous Board meeting on a revision to the BPTC's Public Comment Process on Implementing Fare Increase and/or Major Service Reductions. Mr. May discussed several revisions as summarized below to the policy:

- A fare increase is defined as any increase to the published basic fare structure of fixed route or BT Access service.
- A major service reduction is defined as follows:
 - A service change that results in the reduction of 10% or greater in scheduled annual revenue hours for any fixed route; or
 - A change that results in the elimination of 10% or greater in directional route miles for any fixed route; or
 - A reduction of 10% or greater to the daily span or hours or service coverage area for BT Access
- BPTC shall announce any proposed fare increases or major service reductions a minimum of 30 days prior to adoption. The announcement shall include a request for public comments. BPTC shall announce proposed major service changes, request public comments, and define the duration of the comment period by general press release, which shall be published on the BT website. BPTC shall allow public comment related to the changes to be submitted for the duration of the comment period prior to adoption.

- During the 30 days prior to proposed adoption, BPTC shall hold a minimum of one public meeting to describe proposed major service changes, provide reasoning for proposed changes, and to solicit public comment. Public meeting shall be conducted in a location accessible to persons with disabilities, and accessible by BT fixed route service. Based upon the scope of proposed major service changes, BPTC may determine to conduct multiple public meetings. If BPTC determines to hold multiple public meetings, the locations and/or start-times for those meetings shall be varied to attract more of the Bloomington community.
- BPTC shall submit a public notice of meetings to the Bloomington Herald-Times, to be published at least 10 days prior to the first public meeting; additionally, BPTC shall advertise public meetings regarding fare increase or major service reductions on the BT website at least 10 days prior to each meeting.
- Any comments received through public meetings or public comment period shall be presented to the BPTC Board of Directors prior to a final decision regarding fare increases or major service reductions. Public comments shall be considered by the BPTC Board of Directors taking into account the potential impact of fare increases or major service reductions upon riders and the community.

As a condition of receiving Federal 5307 formula grants for operating assistance and capital projects, transit systems are required to have a Board-adopted process for receiving public comment on proposed fare increase and/or major service reductions. The current Board-adopted process has been in place since 1996 or about 23 years. The Board concurred with the proposed revisions to the public comment process for major service reductions and/or fare increases.

The next item on the agenda is the Public Engagement Plan for Proposed Service Changes. Mr. Huneck presented this item of business. It was noted that a legal notice was to be published in the upcoming Friday addition of the Herald Times advising the public of the upcoming dates, times and locations of public hearings for the proposed service changes recommended by the Route Optimization Study that was recently completed. It is anticipated that we will be doing two (2) types of engagements including informal info tables and formal public hearings. The info tables will be held at various locations, dates and times and staff will be present with information and available to answer questions. The public hearings will be in an open house format whereby we'll present the proposed changes on each route, solicit public comment and questions, and have small group sessions at each hearing where the public can engage staff one-on-one relative to the proposed service changes, ask questions, and make additional comments. The public hearing comments will be recorded and summarized for the Board to consider when making the final decision. There is also an online survey available. Board member McLary requested that Zac check with other cities that have already implemented microtransit to obtain cost and any other pertinent information regarding replacing evening service with microtransit. It is anticipated that we will come to the Board with final recommendations on service changes during the first quarter of 2020.

Next item on the agenda is the 20th Anniversary of our annual Stuff-A-Bus event. Mr. May noted that our radio partner for the past few years, WCLS (FM 97.7), recently informed us they

were no longer interested in doing remote broadcasts from the bus during the event. Moreover, they would require us to invest \$550 in order to cover their cost for doing the event. As such, we have explored other options regarding radio partner and anticipate enlisting the services of WBWB (FM 96.7) and WHCC (FM 105.1). These two (2) stations are owned by Artistic Media and based here in Bloomington. WBWB reaches the age 20 – 40 demographics and WHCC reaches the older demographic with country music. We think this will be a great partnership and will enable us to continue doing remote broadcasts. Brenda is working on all the details, including location schedule, design of the bus wrap, recruiting volunteers to man the bus, and coordination with the Salvation Army.

Mr. May presented the PMTF Contract. INDOT has sent us the grant contract for our 2020 Public Mass Transit Fund (PMTF) grant. These funds are used for operating assistance for fixed route and BT Access services. BT will receive \$2,551,277 which is about a 1.2 percent increase over the 2018 PMFT amount which was \$2,251,684. In 2018 we received a 0.7 percent decrease in PMFT funds so the 1.2 percent increase is a small victory.

Included in your packet is Resolution 19-15 authorizing the Chair to execute the agreement on behalf of BPTC. A copy of the grant contract is also included.

Mr. Huneck presented the September operational statistics. He stated that September fixed route ridership increased 14 percent compared to August 2018. The increase was due in large part to a great number of student riders on the routes that primarily serve the IU campus including the 6 Limited where we augmented service to better handle increase occupancy at apartment complexes where IU students have been moved from residence halls. It should be noted that ridership was up across all routes except one (Route 1). Year-to-date fixed route ridership is down 4 percent.

BT Access ridership increased 12 percent in September compared to September 2018. Year-to-date BT Access ridership is up almost 10 percent. Included in your packet are monthly statistics and performance for fixed route and BT Access service.

MESSAGES FROM THE CONTROLLER

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

PUBLIC COMMENT – ACTION ITEMS

There was no public comment on action items.

NEW BUSINESS – ACTION ITEMS

Secretary McLary made a motion to approve Resolution 19-11: a resolution updating the process for obtaining and considering public comment regarding proposed increases in the basic fare

structure; or major service reductions of Bloomington Transit or BT Access. The motion was seconded by Treasurer Cartwright. The motion was approved unanimously.

Treasurer Cartwright made a motion to approve Resolution 19-15; a resolution authorizing the BPTC Chair to execute a grant agreement for 2020 with the Indiana Department of Transportation for financial assistance through the Public Mass Transportation Fund under I.C. 8-9.5-6-4. The motion was seconded by board member Marilyn Hartman. The motion was approved unanimously.

OLD BUSINESS

Board Member Hartman wanted to know if there was any information on the solar panel contract. Mr. May stated that he has encouraged the city to get this resolved per the board's request. It was explained that the city is having challenges with the solar contractor and is working on a resolution. The solar panel invoice has not been paid to date and won't be presented to the Board for approval until such time that all issues are resolved.

MINUTES

The minutes for the September 17, 2019 meeting were presented for approval by Vice Chairman McDaniel and seconded by Board Member Hartman. The minutes were approved unanimously.

CLAIMS

The claims for September 17, 2019 were presented for approval by Vice Chairman McDaniel and seconded by Board Member Hartman. The claims were approved unanimously.

ADJOURNMENT

APPROVE:



Nancy Obermeyer, Chair
Board of Directors BPTC 10-15-19

ATTEST:



James J. McLary, Secretary
Board of Directors BPTC 10-15-19