

MACON-BIBB COUNTY TRANSIT AUTHORITY  
BOARD MEETING MINUTES

October 31, 2017

The regular meeting of the Board of Directors of the Macon-Bibb County Transit Authority was held at 5:30 p.m. on October 31, 2017 in the Morris M. Cohen conference room on the fourth floor of the Terminal Station at 200 Cherry Street, Macon, Georgia. Those present were:

Craig Ross, Chairman

Chuck Howard, Vice-Chairman

Sheddrick Clark, Secretary

Members: Nettie Thomas, Violet Poe, Frank Tompkins and Jami Gaudet

Members Absent:

Also present were F. Bradford Wilson, Jr., Counsel for the Authority, Georgia Slagle, CPA for the Authority, Dave Golder, Interim General Manager & CEO/Safety & Training Manager, Andy Stroud, Facilities & Marketing Director, Brenda Banks, Executive Assistant & Accounts Payable Coordinator, JoAnn Lamb, Operations Manager, and June Slaughter, Paratransit Manager. A proper Quorum was present.

The Chairman Craig Ross called the meeting to order and a moment of silent prayer was observed. The Chairman briefly reviewed the Agenda as presented. Sheddrick Clark moved for approval of the agenda. The motion was seconded by Chuck Howard, and approved. Approval of the Minutes was the next agenda item. A motion was made by Sheddrick Clark for the approval of the Minutes, which were unanimously approved following a second by Nettie Thomas.

Ms. Georgia Slagle was then recognized by the Chairman for the financial report. Ms. Slagle provided the Financial Statements and Supplementary Information for August and September for Fixed Route, and Paratransit operations. She presented the Financial Statements and Supplementary Information for the Month and Three Months Ended September 30, 2017 and 2016 for Fixed Route, and Paratransit operations. Ms. Slagle began with the Statements of Net Position and noted a total cash balance of \$405,524.72. The total cash balance for the same period last year was \$284,380.70. The grants receivable amount of \$843,310.36 includes GDOT reimbursements owed for July through September. A receivable remains for the bi-party agreement in the amount of \$255,578.00 from last year's audit. Under Property and Equipment, there were no changes. Ms. Slagle then reviewed liabilities and net position. The BB&T line of

credit is \$1,098,305.36 compared to \$790,096.07 in 2016. Ms. Slagle stated that line of credit is being drawn upon because a signed contract from GDOT has not been received. Until the operating contract is signed, GDOT will not release reimbursement funds. Chairman Ross announced that, according to Yves Wilkerson with GDOT, there are about 100 transit systems waiting for signed contracts. Ms. Slagle continued her report, and shared that the net pension obligation and deferred resources related to pension net figures will be adjusted by the auditor based upon the actuary report. Total current liabilities are \$1,287,410.52.

Ms. Slagle then reviewed the Variable Budget Statements of Revenues and Expenses. Under operating revenues, Ms. Slagle stated that the amount for passenger fares for September was \$52,916.33. Compared to the current budget of \$70,833.33, there was an unfavorable variance of \$17,917.00. In September 2016, passenger fares were \$65,025.00 for a prior year unfavorable variance of \$12,109.00. Year to date actual passenger fares are \$163,513.63 which represents an unfavorable variance of \$48,986.36 compared to budget. Prior year actual passenger fares were \$192,753.00 for an unfavorable variance of \$29,239.00. Mr. Sheddric Clark asked if the decrease in fares was due to route cuts. Ms. Slagle answered that Mr. Clark was correct, and thanked him for bringing up that point. Under operating expenses, combined salaries and employee benefits show very favorable budget variances. Oil and tires are tracking unfavorable to the year to date budget by \$18,733.74, but in line with prior year actual amounts. Repair parts and supplies indicate an unfavorable year to date variance for September of \$33,534.62. Insurance expenses for September were \$78,420.62 for an unfavorable variance of \$21,253.95 compared to budget primarily due to a \$39,000.00 insurance claim that was paid in September. There was an operating loss of \$528,339.78 for September and a \$1,327,639.59 loss year to date. Under Non-Operating Revenues, Ms. Slagle shared that the operating grants show an unfavorable variance of \$2,464.81 for September and \$133,618.79 year to date. After adjusting for depreciation, and capital grants, Ms. Slagle announced an increase in the change in net position of about \$14,000.00 compared to a zero based budget.

Ms. Slagle then shared the Terminal Station Revenues and Expenses Schedule. Total rental and other income was \$55,076.53 for September. After expenses of \$46,718.03, Terminal Station net income was \$8,328.50. The last item of Ms. Slagle's report was the Paratransit financial statement. The Statement of Revenues and Expenses shows most of the line items are tracking under budget. Total revenues for September were \$49,347.00 which represents a year to date budget percentage of 23.96%, which is just under the 25% for the first quarter. September

expenses before depreciation were \$51,442.00 which represents a year to date budget percentage of 24.64%. A motion was made by Sheddric Clark for the approval of the Financial Report, which was unanimously approved following a second by Chuck Howard.

The Chairman then called upon Dave Golder for the General Manager's report. Mr. Golder began his report by stating that MTA is challenged with attracting and keeping qualified bus drivers. He announced that eight new drivers were hired during September and October and that four have already resigned. Two of the four left for better paying jobs. Paratransit has hired a new driver, and a training class is being scheduled for the third week in November. Mr. Golder then reviewed the September Operations Report. He reported that Fixed Route ridership fell by 8,636 compared to 2016; however, Mercer University ridership doubled. The maintenance department reported five buses out of service during September. Time lost totaled 14 hours. On time performance for Fixed Route operations was calculated at 71%, and 91.3% for Paratransit. A new tablet will soon be installed on Paratransit Bus 607. Mr. Sheddric Clark asked if there had been any problems with the tablets since the Routematch training. Mr. Golder replied that there have been no problems. Training was just held on Sunday, October 22nd. Drivers received and signed the new policy for tablet and internet usage. Chairman Ross then announced that with tablet training completed, Routeshout should soon be launched.

Mr. Golder continued his report with announcing that Human Resources Manager, Rhonda Lowe, has resigned effective October 15<sup>th</sup>. Ms. Lowe will remain in the position until a replacement has been found and trained. She is currently working evenings and weekends. Mr. Golder reported that there were five events at the Terminal Station during September. For 2017, there are 70 events scheduled with a projected income of \$157,785.00. So far, there are 39 events booked for 2018 with a projected income of \$120,750.00. As for safety and training, Mr. Golder reported no major accidents or incidents. There were only two minor preventable accidents.

Dave Golder completed his report with sharing that he attended a post Tropical Storm Irma meeting. Mr. Golder complimented the maintenance shop staff for protecting the metal building that houses MTA administrative offices. They circled buses around the building to serve as a buffer, and protect the building from wind damage. He also reported that he attended an Emergency Management Agency meeting. MTA will provide shuttle service to warming shelters. When Salvation Army reaches capacity, those in need will be transported to the DayBreak homeless shelter.

Chairman Ross reviewed the monthly fiscal and grant report. The Chairman stated that the \$272,262.29 in capital reimbursements from GDOT and the FY 2015/2016 working capital deficit of \$255,578.00 due from Macon-Bibb County total over \$500,000.00. He reported that he had an e-mail conversation with Julie Moore regarding an increase in salaries for Fixed Route drivers. The Chairman also shared that MTA should have 15 new buses within the next 12 months. With the announcement of hundreds of new jobs coming to Macon with the openings of Irving Consumer Products, and the Amazon Fulfillment Center, Macon-Bibb County needs to be proactive in providing transportation services. A request for proposal for a management consultant has gone out. This consultant will make recommendations for reinstating cut routes, and adjusting some routes due to demographic changes.

The next agenda item was Committee Reports. There were no committee reports.

Public Comments was the next item on the agenda. The Chairman invited guests to speak for up to a maximum of five minutes. Donna Billingslea was the first speaker. Ms. Billingslea asked if the bus stop at Grove Park Apartments at 1505 Clinton Road could be adjusted. She shared that she has been a resident at Grove Park since 2012, and that 85% of the apartment residents ride the bus. Ms. Billingslea inquired about the possibility of moving the bus stop closer to, and on the same side of the street as the apartment complex. Chairman Ross asked Ms. Billingslea to talk to MTA Operations Manager, Jo Ann Lamb, about moving the bus stop.

Ms. Ernestine Grant was the next guest to speak. She announced that she is the property manager for Grove Park Apartments, and came to the meeting in support of Ms. Billingslea to advocate for a better bus stop location for the residents at Grove Park. Ms. Grant stated that many of the residents have special needs and depend on bus service.

Ms. Daffney Hollis with River Edge Behavioral Center was the next speaker. She reported that she is the case manager for arranging housing at Grove Park Apartments. Ms. Hollis shared that she too came to the meeting in support of Ms. Billingslea and Ms. Grant. Ms. Hollis commented that she recommends many of her clients to Grove Park primarily because of the access to transportation. Many of the residents are disabled and should qualify for Paratransit service. She stated that she applied for Paratransit service last year for some of the residents, but they were not approved.

Jackie Glover then spoke. She commented that she was glad to hear the Board addressing improvements with transportation, especially with new jobs coming to Macon. Ms.

Glover voiced concern with changing the board meetings to every other month. She asked if the financial reports will be given every other month, and how the public will be notified of called meetings. Chairman Ross responded that the Transit Authority Act of 1980 requires that the Board of Directors meet at least once a quarter. There are times when there are only a few items to discuss that could wait until the following month. He further stated that if there is a project being worked on, like the veteran passes, that gives ample time to work on the project and have it ready to vote on by the next meeting. The Chairman stated that a full financial report will be given, meetings will continue to be held the last Tuesday, and Paratransit will notify customers of called meetings.

Wade Horton was the last speaker. Mr. Horton began his comments by stating that he had mixed feelings about some of the topics discussed at the last meeting. He felt that there was plenty of discussion about the mural, but wondered why there was no discussion about changing board meetings to every other month. Mr. Horton stated that it appeared as if changing the board meeting times had already been decided upon prior to the board meeting. He commented that there needs to be better distinguishing between old business and new business.

Old Business was the next agenda item. The first item of discussion was Veteran Bus Passes. Chairman Ross shared that there was too much planning involved to be able to begin this program by Veteran's Day.

The Transfer Center Mural Change was the next Old Business item. The Chairman reported that the futuristic painting that was presented last month will not be used. Chairman Ross reported that the artist felt that creating this painting would require being too close to the public. The new mural is titled "Celebration of Grace" which begins with the mythology of the Graces, often shown as three figures. The scene is one of celebration. The figure in the middle receives a crown of cherry blossoms. The women clasp hands, surrounded by native flowers blooming against an asphalt background. Board members discussed the possibility of having a mural with a transit theme or a theme that better represents the city. Chairman Ross asked Marlon Baldwin to relay concerns about the new mural to the Macon Arts Alliance.

The next Old Business item was the John (Jay) Collins Warner Robins Property. Chairman Ross reported that Jay Collins has offered 1.73 acres of land to Macon Transit Authority at no charge. The land is located at Elberta Road and Northside Drive. When MTA was operating the Warner Robins Air Force Base route, Mr. Collins offered this land to MTA to be used as a bus stop. Many questions were raised before making a motion to accept the land. Mr. Sheddric Clark

inquired about the cost of the routine upkeep of the land. Ms. Jami Gaudet inquired about any tax obligations, and how soon Mr. Collins is expecting an answer. Mr. Frank Tompkins asked if the land was being given to MTA with absolutely no strings attached. Mr. Brad Wilson questioned if there are any environmental issues with the land. It was recommended that Mr. Wilson talk to Mr. Collins' attorney. Chairman Ross will contact Mr. Collins to address concerns and accept the land offer. A motion was made by Chuck Howard to accept the land if there are no environmental issues. The motion was seconded by Sheddric Clark, and approved by majority vote.

The GDOT/FTA contract was the last Old Business item. As mentioned earlier, Chairman Ross reported that the FY 2017/2018 contract has not been signed.

Next on the agenda was New Business. The first New Business item was the Holiday Business Schedule. Chairman Ross reported that the Board will meet in November, but will not meet in December.

The next item under New Business, was the Terminal Station Elevator. The Chairman reported that the elevator has been repaired, but requires inspection which will occur within the next three weeks.

The last item under New Business was the Terminal Station Roof. Chairman Ross stated that the cost of repairing the roof is approximately \$125,000.00. Funds are available, but Chairman Ross will talk to Danny Thompson about contacting BB&T for a short term loan to pay for the costs of the roof repairs. A motion was made by Sheddric Clark to accept the proposal to pay Pittman Roofing up to \$127,000.00 using a CD to secure the loan. The motion was unanimously approved following a second by Chuck Howard.

Chairman Ross then asked if the Board had any comments. Chuck Howard commented that he and Ms. JoAnn Lamb had a wonderful time at the APTA Annual Meeting & Expo in Atlanta. Mr. Howard stated that he especially enjoyed the session that he attended about transit authority boards. He hopes MTA can get assistance from the Chamber of Commerce and legislative officials to help with new bus routes and restore routes that have been cut. Chairman Ross shared that June Slaughter and Nichole Wallace will be attending an APTA Paratransit conference in March, 2018.


The Chairman then announced that the Board was going into Executive Session, and thanked everyone for attending.

The motion was made by Sheddric Clark to exit Executive Session at 8:05 p.m. It was seconded by Chuck Howard and unanimously approved.

There being no further business the meeting was adjourned.

Respectfully submitted,

  
Sheddric Clark, Secretary

Approved:   
Craig Ross, Chairman