

BOARD MEETING MINUTES
MACON-BIBB COUNTY TRANSIT AUTHORITY

August 27, 2019

The regular meeting of the Board of Directors of the Macon-Bibb County Transit Authority was held at 5:30 p.m. on August 27, 2019 in the conference room on the third floor of the Terminal Station at 200 Cherry Street, Macon, Georgia. Those present were:

Chairman: Frank Tompkins

Vice-Chairman: Charles Howard

Members: Dave Dickey, Lynn Farmer, Ella Mumphrey, and Violet Poe

Members Absent: Jami Gaudet

Also present were S. Craig Ross, President and CEO, Brenda Banks, Executive Assistant, Andy Stroud, Business Development Director, Darrell Lester, Safety and Training Manager, JoAnn Lamb, Operations Manager, June Slaughter, Paratransit Manager, Lee Brown, CFO, Weston Stroud, Transit Planner, F. Bradford Wilson, Jr., Counsel for the Authority and Georgia Slagle, CPA for the Authority. A proper Quorum was present.

Also in attendance were Mike Greenwald, David Scott, Jackie Glover, Wade Horton, and Jada Robinson.

The meeting was called to order by Chairman Tompkins and a moment of silent prayer and reflection was observed. The Chairman then shared that Mayor Reichert's recommendation appointing three new Board Members was approved by the Macon-Bibb County Commissioners. The resolution provided for the following appointments:

1. Ella Mumphrey-Paratransit Representative
2. Lynn Farmer-At-Large Board Member
3. Dave Dickey-Fixed Route Representative

The Chairman welcomed each of them to the Board following which the new Board Members introduced themselves and expressed their appreciation for being able to serve the citizens of Bibb County in this capacity and how supportive they were of the Authority. Each of the remaining Board Members then introduced themselves as did the Administrative Staff, explaining the role they serve for the Authority.

The Chairman then asked the Board to review and approve the Agenda. A motion to approve the Agenda was made by Dave Dickey, seconded by Charles Howard and approved.

The Chairman next asked the Board to review and approve the Minutes of the July 30 meeting. Ella Mumphrey seconded the motion of Dave Dickey to approve the Minutes and such occurred.

The Chairman then inquired as to whether anyone had requested the opportunity for a Public Comment. Ms. Banks reported that none had been requested.

The Chairman called on Ms. Georgia Slagle for presentation of the Financial Report. Ms. Slagle began her review of the Financial Statements for the Fixed Route for the month and twelve months ending June 30, 2019. Cash currently totaled \$50,917.00 versus approximately \$72,000.00 last year. Grants Receivables totaled \$1,236,000.00, which is approximately \$100,000.00 more than the previous year. That total includes approximately \$296,000.00 in capital grant requests. Insurance premiums are greater than last year and the increase in prepaid expenses is primarily due to Route Match. Property and equipment total \$22,788,000.00. During the year \$3,200,000.00 was spent for the purchase of new buses, while buses carried at \$1,300,000.00 on the books were disposed of. Assets at year-end totaled \$15,735,151.00.

Regular accounts payable totaled \$50,555.00 at year end, which was \$75,000.00 less than the previous year. Insurance payables and the line of credit were higher than the previous year but more is owed in grant receivables than is owed on the line of credit. The net pension liability is \$9,650,305.00.

Terminal Station rental income totaled \$629,000.00, which compared to the year to date budget results in a favorable \$79,000.00 variance for the year. Expenses totaled \$698,000.00, but that includes \$273,332.00 in depreciation, which when added back results in a \$204,493.00 positive change.

Passenger fares for the year totaled \$542,635.00, which represented a unfavorable variance to budget of \$114,364.00. Other revenue received from the Mercer contract resulted in a favorable \$19,000.00 variance. Compared to budget total Operating Revenues resulted in a negative \$15,586.00 variance.

Drivers salaries were \$141,387.00 under budget with the decrease in overtime and additional drivers added. Repair parts and supplies, insurance, and interest expense were negative to budget. Total operating income reflected a loss of \$5,865,310.00 resulting in a negative variance of \$1,416,377.00, but most of that was related to depreciation expense of

\$1,361,640.00. Capital Improvement grants totaled \$2,945,968.00 resulting in a favorable change in position of \$1,310,301.00. The operating change in net position budgeted variance resulted in a favorable \$282,363.00. Passengers for the year totaled 558,975.00 while miles traveled totaled 872,718.

Net property and equipment comprised \$192,514.00 of the total assets of \$206,393.00 at year end. Revenues totaled \$525,402.00 for Paratransit for the year while expenses totaled \$677,438.00 prior to depreciation. Passengers for FY 19 totaled 30,443.00, with 33,226 total trips, and 291,758 miles traveled. Both passengers and miles increased from the previous year. At the completion of the Financial Report the motion of Charles Howard to approve the reports was seconded by Dave Dickey and approved.

The Chairman then recognized President Ross for presentation of the Operations Report. He stated the amount of down time had improved greatly with the addition of the new buses, with only two currently being out of service. On Time performance for the Fixed Route improved to 85% in July and there has been no turnover in drivers since June. Paratransit On Time performance remained at 90% with approximately 100 passengers being transported last month. There were also no resignations or terminations and over time hours have been reduced greatly. Terminal Station continues to do extremely well with events already being booked out to December 2020. There was one preventable accident during the month. Ridership for Fixed Route, Senior Citizen and Paratransit all increased in July over the previous year. The Mercer Route resumed last Wednesday.

President Ross was then recognized for the following agenda Items for Discussion:

1. Greyhound update – August 1 was the first date for Greyhound and the Chairman reported he had a lot of positive feedback.
2. Smart Card Implementation -100 cards were sold during the first week of August 19. A \$5.00 one-time fee is charged for the card for the Fixed Route transportation. Riders are pleased and there have been no problems with the transfers. Paper cards continue to be accepted.
3. Token Transit Update – Token Transit is an app on a cell phone, and we anticipate putting it into effect in the middle of October. It is ready to go but we will let the Smart Card introduction settle first before its initiation.
4. GDOT Workshop-President Ross provided each of the Board members a copy of the August 15 letter he received from GDOT approving the contract for FY 2020. It is the

earliest it has been received, with it normally arriving in November or December. The relationship with GDOT has improved dramatically and President Ross recognized Lee Brown for his outstanding work as CFO and the relationship that has been developed.

The Chairman then recognized Weston Stroud for the outstanding job he is doing as the Transit Planner and the fine article that appeared in the newspaper explaining the implementation of the Smart Cards.

The Chairman then recognized Board member Violet Poe for her receipt of an award at the GDOT conference in Savannah on Pedestrian Safety. She was also recognized at the local Chamber of Commerce meeting for her outstanding leadership in initiating this program.

The floor was then opened for the introduction of New Business and then Old Business, but none was presented on either topic.

The next Agenda item was that of the election of a Secretary/Treasurer for the Authority to replace Mr. Clark. The Chairman explained the role of the Secretary/Treasurer is to verify the Minutes of the Authority and is the custodian of the Financial Records. Once the floor was opened for nominations Mr. Howard was recognized and he nominated Violet Poe to serve in that capacity. The motion was seconded by Dave Dickey. The nominations were then closed, and Ms. Poe was unanimously approved by the Board.

A motion was then made by Dave Dickey to go into Executive Session at 6:35 p.m. to discuss a personnel matter. The motion was seconded by Charles Howard and approved.

A motion was made by Charles Howard at 6:53 p.m. to exit Executive Session and resumed the Board meeting. The motion was seconded by Dave Dickey and approved.

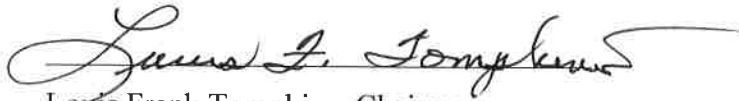
There being no further business the meeting was adjourned.

Respectfully submitted,



Violet Poe, Secretary

Approved:



Louis Frank Tompkins, Chairman