

BOARD MEETING MINUTES
MACON-BIBB COUNTY TRANSIT AUTHORITY

May 28, 2019

The regular meeting of the Board of Directors of the Macon-Bibb County Transit Authority was held at 5:30 p.m. on May 28, 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: Dr. Tom Ellington, Sheddric Clark, Jami Gaudet and Violet Poe.

Members Absent: None.

Also present were S. Craig Ross, President and CEO, Brenda Banks, Executive Assistant, Debbie Vetter, Human Resources Manager, 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 Carl Brown, Jackie Glover, Wade Horton, David Scott, Joe Powell, and Jeanna Wright.

The meeting was called to order by Chairman Tompkins and a moment of silent prayer and reflection was observed. In response to the Chairman's request that the Board review the Agenda, President Ross informed the Board that no vote would be taken on the Greyhound Bus Rental Contract at the meeting and further due diligence was required on the Fuel Outdoor Advertising contract before it was considered. A motion was made by Dr. Ellington to approve the amended agenda. The motion was seconded by Mr. Howard and approved. A review and approval of the April 30, 2019 Minutes was requested by the Chairman. A motion was made by Ms. Gaudet to approve the Minutes as submitted. The motion was seconded by Dr. Ellington and approved.

The floor was then opened for Public Comments by the Chairman. Mr. Carl Brown was recognized and expressed concern about a bus stop. President Ross informed Mr. Brown he would speak to him after the meeting to address that concern.

The Chairman next recognized Ms. Georgia Slagle for presentation of the Financial Report for the month ending March 31, 2019. Ms. Slagle stated that grant receivables totaled

\$638,083.00 and represent the amounts due for January, February and March. There are no changes in the property and equipment line items and the assets totaled \$15,821,523.00. She then reviewed the liabilities and noted that there was a net reduction in the line of credit of \$378,000.00 since March 1. Liabilities totaled \$7,125,815.00 resulting in a Net Position of \$9,888,678.00.

Terminal Station rental income totaled \$54,380.00 for the month of March compared to a budgeted amount of \$45,833.00. Year to date there is a favorable variance of \$28,297.00 over budget. Rental income totaled \$440,797.00 year to date compared to total expenses of \$525,710.00 resulting in a loss of \$84,913.00, but after deleting depreciation expense of \$204,823.00 it results in a profit of \$120,110.00 year to date.

Operating revenues for the Authority compared to budget results in an unfavorable variance of \$37,000.00. Fortunately, overtime is down \$48,000.00 year to date from the prior year expenditure. Professional services were higher for the month due to the Route Match and other one-time expenditures. Operating grants totaling \$476,201.00 were received from Macon-Bibb during the month of March. The operating change in Net Position for the month totaled \$517,334.00 after adjustments for non-operating expenditures.

Paratransit assets totaled \$236,990.00 and current liabilities totaled \$707,409.00 resulting in a total Net Position of negative \$470,419.00. Total revenue currently is 65% of budget, with 75% of the fiscal year having elapsed. Expenditures before depreciation total 85% of budget resulting in a negative change in Net Position of \$206,604.00 with depreciation of \$88,577.00. Ms. Slagle noted that additional capital grants will be reported in April and that the goal is to recognize them in the month of expenditure. A motion was then made by Ms. Gaudet to approve the Financial Reports. The motion was approved following a second by Dr. Ellington.

Chairman Tompkins then called on President Ross for presentation of the Operations Report. The President began by reporting that two buses are currently out of service. On Time performance for the fixed route has increased to 80% but we are still striving for additional improvement. The Authority is almost fully staffed with drivers and Paratransit is operating at 89%. He requested that each of the Board members review the Human Resource Report and ask any questions, but none were mentioned. President Ross complimented Andy Stroud for his marketing and the great job he is doing with the rental of Terminal Station.

Outstanding capital reimbursements from GDOT total \$76,438.00 and year to date funds totaling \$4,600,647.00 have been received from GDOT. There is no working capital deficit currently.

There were three preventable accidents during April and ridership on the fixed route has decreased by 133,816 passengers resulting in a reduction of \$187,000.00 in revenues. The Free Day last Friday had 3,244 passengers. On the positive side, the Mercer Route has done extremely well and is close to our previous maximum ridership.

Mr. Howard asked if there had been any further investigation into the possibility of an Amazon Route. The President responded and stated that it is dependent on the resulting funding received by the Bibb Commission with the budget hearing being held next week.

The Chairman then opened the floor for the Items for Discussion on the agenda. President Ross reported the proposed contract with Infinity Network Phone Systems has been placed on hold. There is an early termination fee with Cox totaling \$17,000.00. It will be brought up again next year at this time when the contract expires in August of 2020.

The execution of a new Bi-Party Agreement will be discussed at the May 30, 2019 budget meeting with the Finance Committee of the Board of Commissioners.

President Ross received a call from the real estate management company that is managing the property where Food Depot, Family Dollar and a gym is located on Northside Drive. He was instructed to relocate the bus stop since it was alleged that riders were acting inappropriately toward gym customers. A modification has occurred, and riders are being discharged on the street rather than in the parking lot.

The President informed the Board that he and Weston Stroud had been discussing the issue of Food Desserts in Bibb County. Consideration is being given to the possibility of operating a bus once a week on Wednesday to service the Hillcrest area from 9:00 a.m. to 6:00 p.m. to various grocery stores. He has spoken with six of the County Commissioners about this idea. If additional funding is received, the Napier bus could be extended to service that area. It would be a great benefit to the community.

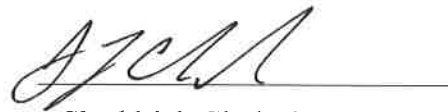
The floor was then opened for New Business by the Chairman. President Ross noted that the Free Ride Day was very successful even with such short notice. It was a good indicator that if all buses get back on the road ridership will increase. A motion was then made by Dr. Ellington to officially ratify the Bike Walk Macon & MTA Free Ride Day held on May 17. The motion was seconded by Mr. Howard and approved.

Chairman Tompkins then inquired as to whether there was any Old Business to present to the Board at this time. No response was made.

In closing with Board Member Comments, the Chairman noted that a letter of commendation had been received for one of the bus drivers and the correspondence was shared with those present.

There being no further business the meeting was adjourned.

Respectfully submitted,



Sheddric Clark, Secretary

Approved:



Louis Frank Tompkins, Chairman