

BOARD MEETING MINUTES
MACON-BIBB COUNTY TRANSIT AUTHORITY

October 29, 2019

The regular meeting of the Board of Directors of the Macon-Bibb County Transit Authority was held at 5:30 p.m. on October 29, 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:

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

Members Absent: Charles Howard

Also present were S. Craig Ross, President and CEO, Brenda Banks, Executive Assistant, Lee Brown, CFO, Darrell Lester, Safety and Training Manager, JoAnn Lamb, Operations Manager, June Slaughter, Paratransit Manager, Weston Stroud, Transit Planner, Debbie Vetter, Human Resources Manager, 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, Carl Brown, Jackie Glover, Wade Horton, Leonard Wheeler and Fay Wheeler.

The meeting was called to Order by Chairman Tompkins and he noted there would be one amendment to the Agenda with an update being provided on the Charging Station in the Items for Discussion. A motion was then made to approve and amend the Agenda by Dave Dickey. The motion was seconded by Violet Poe and approved.

The Chairman requested the Board members take a moment to review the Minutes of the September 24, 2019 meeting. A motion was then made by Dave Dickey to approve the Minutes with said motion being seconded by Ella Mumphrey and approved.

The floor was then opened by the Chairman for Public Comments. Mr. Carl Brown requested the opportunity to speak concerning a bus driver on the Eisenhower Route. Mr. Brown stated he is the best driver we have ever had.

The Chairman next recognized Georgia Slagle for presentation of the Financial Report for the month ending September 30, 2019. Ms. Slagle reviewed the Statement of Net Position noting that the current cash balance is approximately \$160,000.00 and grants receivables total \$1,165,000.00. Each are similar to the positions from the previous year and the only purchase

during the month was a new van. All accounts payable are current and total \$191,000.00. The BB&T Line of Credit is close to the approximate balance from the previous year and the note payable due BB&T for the Terminal Station Roof has been reduced to \$41,522.00. The Net Pension liability will be adjusted with the audit.

Terminal Station rent for the month totaled \$59,000.00 and year to date totals approximately \$182,000.00. The budget numbers will be adjusted to actual projections. There is a slight deficit of \$2085.00 but after depreciation is added back in the net result is a surplus of \$20,000.00 before depreciation, with other expenses and income tracking on budget.

Passenger fares are under budget year-to-date but operating expense compared to budget are in line after factoring in depreciation. The change in Net Position reflect a negative \$109,083.00 but after adjustments with depreciation and grants the operating change in Net Position results in a positive \$31,991.00. The true up will occur later this year with the year-to-date operating change in Net Position totaling \$34,778.00.

There is a balance of \$22,589.00 in the Para Transit checking account and revenue and expenses are tracking and close to budget. Expenditures exceed revenue by \$26,119.00 but after deducting depreciation of \$21,606.00 a small deficit remains. Following completion of the Financial Report Lynn Farmer seconded the motion of Dave Dickey to approve the report and such occurred.

The Chairman then recognized President Ross for the September Operations Report. President Ross shared that two of the older buses are currently out of service with repairs needed. The On Time performance for the Fixed Route was 77% in September and Paratransit was at 89%. Three new hires were made during the month and two employees were terminated. There are three open Worker's Compensation cases, but they are close to resolution. We are still in need of four to five drivers to help reduce the overtime hours. Mr. Stroud continues to do a great job with the management of events for Terminal Station and we have been contacted by Marvel Movies for the production of another film during January and February. There were two preventable accidents during the month and ridership was down for the Fixed Route and Senior Citizens but increased for Para Transit. The Mercer Route continues to do well.

Chairman Tompkins next recognized Leonard Wheeler with respect to his recent retirement. The Chairman expressed the Board's appreciation and that of the Authority to Mr. Wheeler for his dedication and the excellent job he did in serving as a Fixed Route driver from 2010 to 2019.

The President then reviewed the events at the APTA Conference held the previous week and specifically that of Microtransit. President Ross stated the meeting was very beneficial and explained that Microtransit is an Uber type service. The Authority's interest was discussed with three companies (Transloc, Via and Spare) there are several options available to consider with each of those companies. If implemented the Authority would plan to purchase four vans for the on-demand service and we will initiate our study of the process. The charge for a ride with Microtransit would be established by the Authority and estimated to be \$5.00-\$6.00. If a customer is taken to a bus stop there will be no charge. He concluded by stating he is seeking the approval of the assessment of this additional mode of transit by the Board. The van referenced earlier was purchased for \$40,200.00 with the use of ESPLOST funds.

Microtransit has a lot to offer and the analysis of that operation will continue and is anticipated to be less expensive than Uber. Microtransit also sells their own software. Ms. Farmer then inquired as to whether any of the companies provide a work force development option to help train and possibly partnership with them to enable us to seek state funding with Economic Development. Microtransit will not take away from Paratransit and is on-demand only within the boundaries of the county. It would be operated Monday through Saturday like our bus service and our Transit Planner, Weston Stroud is very excited about it. This is in addition to the small electric vehicles we have been considering purchasing with ESPLOST funds, whose drivers will not require a CDL.

President Ross then explained to the Board the issues that had developed with The Shoppes at River Crossing with two bus stop signs on Sheraton Drive having been removed by third parties. Following the budget cuts the North Macon route had been discontinued and it was replaced with the Ocmulgee Express Route. After further review a decision was made to place a shelter on Sheraton Drive and several conversations were held with management of The Shoppes at River Crossing. Due to their adversarial response counsel then initiated conversation with the legal representative of the Shoppes and to familiarize them with the actual width of the right of way and location of their property line. Following meetings with Mayor Reichert, Commissioner Valerie Wynn, and County Engineer David Fortson, plans are to locate a bus stop on Sheraton Drive in the coming weeks if an interior location is not approved by The Shoppes.

President Ross then shared that Veteran Passes will begin on November 11 following the formal press release on November 5. AARP is paying for the passes which will enable all veterans 65 and over to ride the bus for free for life.

President Ross stated that currently children age kindergarten through 12th grade are charged 60 cents to ride. Children in Athens, Georgia ride free as well as in Austin, Texas. Further study will be given to the possibility of enacting a similar program. Various issues will need to be addressed but President Ross wanted the Board to discuss it and consider the possibility of implementing it at a later time after various positive and negative results are considered.

The APTA annual conference was very educational and beneficial to all staff and Board members who attended noting that the sessions were excellent.

The Macon Regional Crimestoppers annual luncheon is scheduled for November 20 at 11:30 a.m. All those interested in attending should notify Brenda Banks.

The charging station for the electric bus is currently being built. The 6 to 7 business licenses that are required were all approved at once and the anticipated completion date is at the end of December or early January. The buses ordered are on the manufacturing line at the present time.

The Chairman then opened the floor for New Business and the first item was that of a vote on Microtransit. A motion was made by Lynn Farmer to give President Ross and the staff permission to begin the process of evaluating Microtransit and determining its viability for Bibb County. The motion was seconded by Dave Dickey and approved.

The November and December Board meeting are very close to holidays this year and Chairman Tompkins inquired of the Board if they wished to cancel the meetings, understanding if the need arose to have a special called meeting. After some discussion Dave Dickey made the motion to cancel the November and December meetings due to the proximity of the dates to the holidays with President Ross being authorized to request a called meeting if necessary. The motion was approved following a second by Lynn Farmer.

Chairman Tompkins stated that at last month's meeting the Board approved the payment of membership dues to the Georgia Transit Association for this fiscal year. It was discovered that in order to do so it would be necessary to pay the previous year's dues as well. A motion was made by Lynn Farmer to authorize the payment of \$5,154.70 to Georgia Transit Association for past and current dues. The motion was seconded by Ella Mumphrey and approved.

The floor was then opened for Old Business and Board Member Comments by the Chairman. After no comments, the Chairman indicated he needed a motion to go into Executive

Session. Dave Dickey made the motion to go into Executive Session, it was seconded by Lynn Farmer, and approved at 6:49 p.m.

At 7:30 Dave Dickey made the motion to exit Executive Session. The motion was approved following a second by Ella Mumphrey.


There being no further business the meeting was adjourned.

Respectfully submitted,



Violet Poe, Secretary

Approved:


Louis Frank Tompkins, Chairman