

BOARD MEETING MINUTES
MACON-BIBB COUNTY TRANSIT AUTHORITY

September 24, 2019

The regular meeting of the Board of Directors of the Macon-Bibb County Transit Authority was held at 5:30 p.m. on September 24, 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 Mumphery, and Violet Poe

Members Absent:

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, Weston Stroud, Transit Planner, James Taylor, Inventory & Maintenance Manager, 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 and Maxine McBride.

The meeting was called to order by Chairman Tompkins and a moment of silent prayer and reflection was observed. The Agenda was then reviewed by the Board as requested by the Chairman. The Agenda was approved following a motion by Dave Dickey and a second by Ella Mumphery.

The Minutes of the August 27 meeting were reviewed by the Board at the request of the Chairman. The Minutes were approved following a motion by Charles Howard and a second by Dave Dickey.

The Chairman then opened the floor for Public Comments and Carl Brown was recognized, requesting the opportunity to address route changes. Mr. Brown stated that he wished to inquire about the Bellevue Route and whether the Vineville bus could run later than 5:30. President Ross indicated he would speak with him about that after the meeting.

The Chairman then recognized Georgia Slagle for presentation of the Financial Report. Ms. Slagle stated that the August draft budget does not reflect the actual numbers. The Fixed

Route cash accounts reflect approximately \$300,000.00, but that does not include \$157,000.00 in a certificate of deposit. Grant receivables total \$793,000.00 with \$136,000.00 of that representing funds that have not yet been collected from the prior year and \$224,000.00 in capital grants. No new property or equipment has been purchased in the last two months.

Current liabilities total \$144,000.00 and those are reflective of the actual accounts payable. The Line of Credit is less than last year due primarily to the fact that last year's payment from Bibb County was late. The Net Pension Liability will be adjusted by the auditors and we anticipate the audit beginning this week. Total liabilities are at \$7,098,000.00.

Passenger fare revenues are close to last year, but Terminal Station revenues have increased. One contributing factor is the monthly rental income from Planning and Zoning totaling \$8,603.00 that was not included last year. The total Operating Expenses are at \$603,000.00 compared with \$609,000.00 the previous year. The change in Net Position for the two months ending August 31 is a negative \$201,401.00. Following adjustments for the deduction of depreciation and capital grant expenditures of \$69,537.00 the previous total is reduced to a negative \$4,013.00.

Paratransit has a current cash balance of \$16,000.00 as of August 31. Total revenue and total expenses are very close for the first two months of the fiscal year. The change in Net Position reflects a negative \$17,173.00 but \$14,404.00 of that total is depreciation, resulting in less than a \$3,000.00 actual deficit. Ms. Slagle concluded her report by stating that final statements will be issued once the budget is finalized. A motion was then made by Charles Howard to approve the Financial Reports. It was seconded by Dave Dickey and approved.

President Ross was then recognized for presentation of the Operations Report. He stated that only two buses were out of service for the month of August and OnTime performance for the Fixed Route was at 79% and Paratransit at 87%. He added that Ms. Slaughter and her Paratransit staff have now moved to the Second Floor of Terminal Station.

Two new Paratransit drivers have been hired and two new Fixed Route applicants have completed their class. Utilization of Terminal Station for events have now been booked out to December of 2020. The Terminal Station smokestack project has been awarded and the drone inspection will occur in the next two weeks. There was a reduction in ridership this year but that was expected. As he concluded his report President Ross indicated that the Mercer Route will now begin operating again now that school is back in session.

President Ross was then asked by the Chairman to present the items for discussion. Blue Bayou Productions will be filming at Terminal Station September 29 through October 3 which will cause it to be shut down for that period of time. Ms. Gaudet sent out a media announcement detailing the schedule and the company is very pleased with the support they have received.

President then announced on August 27 he had received the FY 2020 Transit Program Subrecipient Contract Notice to Proceed on September 5 from the State of Georgia. At no time in the past has this ever occurred in a timely fashion. Mr. Lee Brown and GDOT have done a fantastic job in achieving this result.

During the second week of October the Bellevue Route will be reinstated which will allow two buses to service the Zebulon Road Walmart and Kroger. The increase of \$300,000.00 in the County budget, for the Authority, which was matched, allowed this to occur. Mr. Brown is also working on a budget amendment to help add additional buses and increase the hours of operation to 11:00 p.m.

A Statewide Transit Plan focus group meeting was held earlier today at Terminal Station. President Ross gave a presentation on the Authority's Electric Bus Project.

President Ross has recently been afforded the opportunity to speak at the Macon Rotary Club, AARP, a class at Mercer University on October 3 sharing the importance of public transportation. Each have been well received.

The President then shared that issues have developed with the homeless population surrounding Terminal Station. The Authority is now in the process of contracting with Deputy Sheriffs to provide security from 11:00 p.m. to 6:00 a.m. seven days a week. It may also be necessary to fence in Terminal Station.

The APTA annual conference is scheduled for October 13 -16. The focus of the conference will be on technology.

The Chairman then inquired of the Board members as to whether any of them had any comments or questions of the discussion items. He then commended the administration of the Authority for their efforts in taking the necessary steps to get the additional buses back on the routes to best serve our ridership.

The Authority needed to acquire a new van and numerous bids were sought from local dealerships which included Riverside Ford, Five Star, and Sutton Acura. Consideration was also given to obtaining a used van, but each of those submitted for consideration were close to the expiration of their warranty. After further consideration the decision was made to acquire a 2019

Ford Transit-350 from Five Star Ford Lincoln in Warner Robins at a total cost of \$43,245.46. It is being purchased with fare revenue and there will be no reimbursement from grant proceeds. Mr. Howard expressed his appreciation to President Ross for diligently pursuing the best price. A motion was then made by Mr. Howard to purchase the van from Five Star. The motion was seconded by Mr. Dickey and approved.

The floor was then opened for old business, but no comments were made.

The Chairman then opened the floor for Board Member comments and began by stating it was his privilege to announce that Weston Stroud has decided to run for County Commissioner for District 2. He was congratulated for offering himself to the service of our community.

President Ross then shared that he had received an email from Julie Moore stating that the Authority has \$3,800,000.00 in the SPLOST fund which will result in an approximate \$2,600,000.00 balance after the funding of the Electric Bus Project. Micro Transit may be one item the Authority wishes to consider.

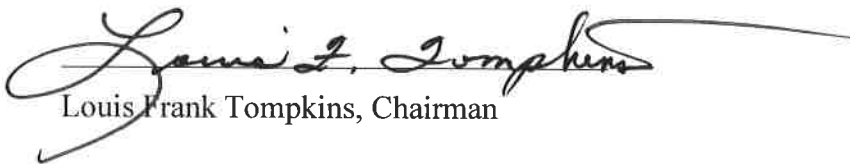
There being no further business the meeting was adjourned.

Respectfully submitted,



Violet Poe, Secretary

Approved:



Louis Frank Tompkins, Chairman