

BOARD MEETING MINUTES
MACON-BIBB COUNTY TRANSIT AUTHORITY

March 30, 2021

The regularly scheduled meeting of the Board of Directors of the Macon-Bibb County Transit Authority was held at 5:30 p.m. on March 30, 2021 in the Morris Cohen conference room on the fourth floor of the Terminal Station at 200 Cherry Street, Macon, Georgia. Those present were:

Chairman: Frank Tompkins

Vice-Chairman: Charles Howard

Members: Dave Dickey, Ella Mumphery, and Rachel Umana

Members Absent: Lynn Farmer

Also present was Craig Ross, President/CEO, Brenda Banks, Executive Assistant, Lee Brown, CFO, and F. Bradford Wilson, Jr., Counsel for the Authority. A proper Quorum was present.

Also, in attendance were Mike Greenwald, Liz Fabian, David Scott, and Melvin Butler.

The meeting was called to Order by Chairman Tompkins and a time of silent prayer and reflection was observed.

Following Chairman Tompkins' request that the Board members review the agenda for the meeting. A motion was by Charles Howard for it to be approved. The motion was seconded by Dave Dickey and approved by the Board.

Chairman Tompkins next requested the Board to review the Minutes of the February 23, 2021 meeting. Ms. Mumphery requested that the Minutes be amended to reflect that she seconded the motion of Mr. Dickey to authorize the purchase of 2737 and 2747 Cason Street. A motion was then made by Mr. Dickey to approve the Minutes with that amendment. The motion was approved following a second by Charles Howard.

The Chairman then opened the floor for Public Comments and recognized Mr. Melvin Butler, who indicated he would like to comment on the Houston Avenue Route. Mr. Butler stated that he is dependent on the Transit Authority as his primary mode of transportation. He did not believe there is proper signage on the Houston Avenue Route for each person to recognize the proper route directions. Second, he does not believe the website is working properly to

provide adequate scheduling information to passengers. He and many other residents of Lynmore Estates depend on the bus. He was thanked for his attendance and input.

The Chairman informed the Board that Ms. Slagle was unable to attend to meeting and therefore, CFO Lee Brown would present the Financial Report. Mr. Brown noted that the revenues YTD for the first eight months are out of proportion since fares have consistently been down due to Covid. The Authority has received 100% of its federal funding with the Operating Grants and Capital Improvement Grants. Those have been beneficial in covering over-time wages, additional cleaning supplies and other expenses. He noted that we have received a significant reduction in our workers compensation premium this year, but professional fees are greater than budget due to litigation costs. The Capital Improvement Grants have been utilized to purchase new buses. As of the end of February the Authority has had a positive change in Net Position of \$1,548,000.00.

As would be expected Terminal Station revenues are down due to cancellation of wedding receptions and events but are only under budget for a total rental and other income by \$58,000.00 YTD.

With respect to ParaTransit, 50% of the Authority's overtime is attributable to those services. The Authority is significantly under budget on passenger fares but hopefully that will increase in the near future. Operating Grants have been the key source of funding and have resulted in a positive change in Net Position of \$147,817.00 YTD. At the conclusion of the Financial Report a motion was made by Mr. Howard to approve said report. The motion was seconded by Dave Dickey and approved by the Board.

President Ross was then recognized by the Chairman to present the Operations Report. He initiated his report by stating he did not see transit systems getting back to normal this calendar year based on the feedback he has received from state and federal officials. He noted that the fixed route had On time performance of 75% for February, while Paratransit performed at a 93% level. He then noted that Terminal Station is now booked out through year- end and 49 events have been scheduled. In reviewing the Ridership Report, President Ross stated that nationwide some systems are operating 60% to 70% below normal but we are only at a 42% and consistent. The Mercer Route is almost non-existent. That concluded the Operations Report with no questions being asked.

The Chairman then called on President Ross to address the items of New Business. President Ross stated that we have an old pension plan with only a few employees participating

in it. The existing problem that needs to be addressed is that a driver who retires is prevented from coming back to work and being employed until the passage of one year. Contact was initiated with BB&T and they were requested to amend the plan to increase the retirement age to 59 ½ and allow an employee to draw their full pension while continuing to work. No employee would then be penalized who wants to continue work and will provide added motivation to continue in the employment of the Authority. It benefits the Authority by allowing it to retain its good drivers. Following discussion, a motion was made by Mr. Dickey to amend the existing Pension Plan to remove the one year waiting period and allow an employee who reaches retirement age to continue working and also draw their full pension. The motion was approved by the Board following a second by Mr. Howard.

The second item of New Business was the Rebranding of the Fleet. President Ross reported that with the arrival of new buses we have discovered that the paint schemes are much more expensive than having them wrapped, \$9,000.00 vs \$3,000.00 per bus. He stated he would like to initiate the new wraps picturing historical sites in Macon with the first bus being that of Terminal Station. The next one would be that of the Nancy Hanks, followed by one of the Ocmulgee River at Amerson Park. If a bus was damaged in an accident, it can be wrapped again within a matter of days. This could save the Authority considerable money over the years and he requested that the Board provide him with ideas as to various scenes in Macon with the goal to have a different design for each bus.

President Ross then pointed out that each of the Board members were provided a copy of the Procurement Manual, which requires their review and approval. Section Three of the Manual was recently amended relating to the acquisition of products and services in the open market. Previously the Authority was able to acquire products and services valued at less than \$3,000.00 without obtaining competitive bids. That amount has now been increased to \$5,000.00. Small purchases of products and services were previously characterized as costing greater than \$3,000.00 but no more than \$150,000.00. That has been increased to costing greater than \$10,000.00 but not more than \$250,000.00. Following discussion, a motion was made by Mr. Dickey to adopt the changes incorporated therein and approve the amended Procurement Manual effective and dated July, 2020. The motion was seconded by Charles Howard and approved and presented to the Board for the execution of the Manual.

Chairman Tompkins then opened the floor for Old Business and recognized President Ross to address each of the three items. Concerning the Solar Panels, President Ross stated that

counsel and I met several times and consulted with the Seller and determined it was not in the best interest of the Authority to install the panels at this time. It would have required the Authority to enter into a twenty-year contract which projected approximately \$20,000.00 in cost savings. Some of the changes we requested to be made to their form contract were implemented but others were not. There were also a number of unknowns that remained, and concerns were present about potential warranty claims.

Business Development has now approved the Fifth Street Parking Lot. Parking will begin later this week. In a conversation Andy Stroud had with Robins AFB employees this week, it was noted that the parking lot was the main reason they were staying at their location adjacent thereto.

President Ross recently met with Mayor Miller to discuss the proposed addendum to the Bi-Party Agreement. Previously Mayor Miller had wanted to do away with the Bi-Party Agreement, but President Ross explained it was mandatory. At that meeting, President Ross shared the addendum that he and counsel had drafted and explained that no additional funds would be requested beyond our budget of \$2,800,000.00, In addition, the City will not owe the Authority any money for FY 2020. Mayor Miller has approved the addendum. Mr. Howard then asked if the Authority would receive any of the Cares Act funding for transportation. Mr. Brown responded and stated that we should know fairly soon as to whether such will occur.

The Chairman then opened the floor for Board Member Comments. Ms. Mumphery stated that she wanted to openly express her appreciation to the Chairman and President Ross for being hands on with the business of the Authority.

A motion was then made by Mr. Dickey to enter into Executive Session. A second was made by Mr. Howard at 6:39 p.m.

A motion was then made by Dave Dickey at 6: 49 p.m. to exit Executive Session. The motion was approved following a second by Charles Howard.

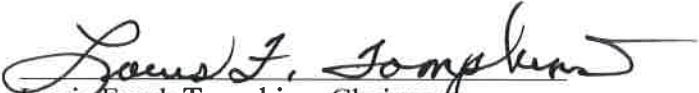
There being no further business the meeting was adjourned.

Respectfully submitted,



Lee Brown, Secretary

Approved:



Louis Frank Tompkins, Chairman