

MACON-BIBB COUNTY TRANSIT AUTHORITY
BOARD MEETING MINUTES

June 26, 2018

The regular meeting of the Board of Directors of the Macon-Bibb County Transit Authority was held at 5:30 p.m. on June 26, 2018 in the Morris M. 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: Violet Poe, Sheddric Clark, Jami Gaudet and Dr. Tom Ellington.

Members Absent: None

Also present were S. Craig Ross, President and CEO, Lee Brown, Chief Financial Officer, Andy Stroud, Business Development Director, Brenda Banks, Executive Assistant, JoAnn Lamb, Operations Manager, Debbie Vetter, Human Resources Manager, Dave Golder, Safety and Training Manager, Weston Stroud, Transit Planner, June Slaughter, Paratransit Manager, and F. Bradford Wilson, Jr., Counsel for the Authority. A proper Quorum was present.

Also in attendance were Michael Greenwald, Carl Brown, David Scott, Cedric Ford, Marie Williams, Dave Dickey, Amanda Hall and Jackie Glover.

The meeting was called to order by Vice-Chairman Charles Howard and a moment of silent prayer was observed. Mr. Howard then stated that he did not wish to be nominated as Chairman due to his schedule and would continue to serve in his role as Vice-Chairman. Mr. Tompkins was then nominated by Ms. Gaudet to serve as Chairman. The nomination was seconded by Dr. Ellington and he then moved that the vote be taken by a show of hands rather than by ballot, the motion was seconded by Sheddric Clark and approved. Dr. Ellington then moved that the nominations be closed. Said motion was seconded by Mr. Clark and unanimously approved.

Ms. Gaudet then thanked Mr. Howard for his service as Vice-Chairman and Acting Chairman. The President also expressed his appreciation to Mr. Howard as well.

Mr. Tompkins assumed responsibility over the meeting as Chairman at that time, and requested that the Board members review the agenda. A motion was made by Dr. Ellington that the agenda be approved. The motion was seconded by Charles Howard and approved. The

Chairman then requested that the Board members review the May 29 Minutes and indicate if there were any changes or additions to be made. The Minutes were approved following a motion by Sheddric Clark and a second by Dr. Ellington.

The Chairman then recognized the Chief Financial Officer for the Financial Report. Mr. Lee Brown stated that the May financials were not available in time to present to the Board and they will be reported at the July meeting. The June fiscal closing date will be extended for “end of year” entries. The Authority received its Federal Grant Expense Reimbursement for February and March’s operating costs in the amount of \$449,050.31. The April reimbursement of \$226,089.17 is still pending. The Authority recently entered into two agreements with Infinity Network Solutions to provide support and service and also a three year lease agreement for our equipment. Progress is continuing in connection with the migration to the future presentation of our own financials as well as handling our own account functions.

Dr. Ellington then asked what impact would the approval of the Bibb County budget have on the Authority’s budget if it has not been approved by July 1. The President stated it was March before we got our first distribution from FTA, so we should be fine. Mr. Clark then asked if Ms. Slagle is going to attend future meetings. The President stated that she would, but it could change in the future as we move toward an integrated system. Mr. Brown added that we are projecting it will take about six months to implement the new computer system. We would then be able to key the financials in real time and have the ability to retranslate our financials as it is phased in. A motion was then made by Sheddric Clark to approve the financials. They were approved following a second by Jami Gaudet.

The Chairman then recognized the President for his report to the Board members on the following items of discussion:

1. Electric Bus Project: We are moving forward. Mike Greenwald and I are continuing to look at electric buses following the controversy with BYD. We are also exploring the possibility of using CNG buses which will provide much greater capacity and mileage. We will only have two buses on the proposed route and are meeting with Atlanta Gas Light Company next week. Electric buses are not completely out of the picture, but they do not appear to meet our needs. The grant was for a No or Low Emission Bus, so the CNG buses would be covered.
2. Smoke Stack Update: The President requested that Mr. Stroud provide that report. Mr. Stroud stated we have some issues and there are cracks in the smoke stack and

some bands are broken. We are currently seeking a grant and it needs to go in the budget. It does not appear to be in jeopardy within the next year and FTA will pay for it. The engineer who looked at the smoke stack did not anticipate there were any safety issues.

3. Macon-Bibb County IT Department: Mr. Stroud is doing his best to accommodate them, but we are having issues with the roof and other leaks as well as some air conditioning problems. Efforts are being made to keep them satisfied, but if they are not, we will give them the option to move. The IT Department pays \$8,400.00 a month rent, and we recognize how critical that department is for Bibb County to function. Mr. Howard then asked if the roof repair would satisfy the problem. Mr. Stroud responded by stating that we are patching now and repairing, but there are other issues. The replacement of that roof will cost \$153,000.00 and those funds are not currently available. The Chairman recommended that we schedule a conference with them to discuss if they in fact want to stay, and if not, to secure another tenant.
4. Macon-Bibb County Industrial Authority: The President indicated that he recently rode the bus with Eleyce Coleman. The Industrial Authority has never been involved with MTA, but next week a meeting will be held to address transportation needs. The President and CFO are now looking to put together a plan to see what ridership can be developed in a South Macon area they studied last week. Weston Stroud has been doing surveys on the buses, and it appears our biggest problem deals with air conditioning at this time. New compressors have been ordered, and four new buses from New Flyer are expected to arrive in October. It is hard maintaining with an aging fleet.
5. New Computer System Update: It was referenced by Mr. Brown in his comments on the Financial Report.
6. AARP: Last year we discussed veteran passes, and the representatives of AARP want to help with that project. The Chairman, Vice-Chairman, and Ms. Gaudet will meet with them and we will continue to work on that.
7. The Authority has now installed the Ron Turley Associates software and the Authority will now be able to better anticipate maintenance issues with the fleet. We are doing everything possible to address the air conditioning problems.

The Chairman next opened the floor for New Business and recognized the President. Mr.

Ross informed the Board that Mr. Stroud had approached him concerning a possible increase in the rental charge for Terminal Station. We are booked through the end of the year and the rental charge provides renters availability for a full day, while competitors limit their rental time to four hours. Dr. Ellington asked if there was any specific reason behind the \$500.00 increase for the two categories. Mr. Stroud indicated there was no specific formula used, and added that the Terminal Station can accommodate 650 individuals, which is more than any of the other venues. A motion was then made by Dr. Ellington to approve the suggested rate increase to \$3,000.00 for a wedding and reception on Sunday, and \$2,500.00 for a Sunday reception only. The motion was seconded by Jami Gaudet and approved.

The floor was then opened for Old Business, and the President was recognized for his comments. He stated that when he assumed his position, he provided the Board with a list of 30 things he wished to accomplish and one of those things was to consider small electric buses for downtown. It was estimated they would cost \$23,000.00 to \$25,000.00 each and he would like to secure five for downtown that would include possibly running from 7:00 to 10:00 a.m. from parking lots and also at lunch time, and from 4:00 to 10:00 p.m. He intends to apply for a downtown challenge grant for funding. The Chairman observed that such activity could elevate the Authority in the eyes of the community, and would be well received by the businesses.

Dr. Ellington then inquired as to the status of the Employee Handbook and whether the paragraph dealing with Dispute Resolution had been modified. The President responded and stated that it had been removed.

The Chairman then opened the floor for public comments and the first individual recognized was Carl Brown. Mr. Brown stated that when the new buses arrive, he would like for some to have seatbelts.

Cedric Ford inquired as to why the Authority was not using Blue Bird buses since they were some of the most reliable, and whether it would be possible to use them again.

The next individual recognized was Marie Williams. Ms. Williams stated that she was concerned with logistics, safety, and the passengers. She observed that she had to recently wait 35 minutes for a bus on a route that is heavily traveled. She stated that earlier today a bus missed her route on two occasions on Houston Avenue starting at 2:30, and it finally arrived at 3:45 p.m. She made a total of six calls, and noted that the front office staff would refuse to identify themselves or answer her questions. She asked if an annual audit was performed, and stated that with metered parking, transit will increase and the Authority must manage and prepare for that.

Dave Dickey stated that he was there on a couple of issues and recommended that a couple of orange cones be placed on each bus so it will be prepared for notification if there is a breakdown. He then asked if the Authority could partner with CGT or MGT to employ drivers with scholarship options. He next noted that currently all routes are not connected from the Transfer Station, and recommended that a route be run from Pierce Avenue to Vineville to Napier and to Eisenhower to eliminate the necessity of passengers on those routes having to go downtown.

Amanda Hall stated that she was present for the purpose of addressing the condition of the buses. She started a petition and had gathered 101 signatures which noted the breakdowns, broken windows, lift problems, and the demand for improvement.

Mike Greenwald stated that he attended the Georgia House Financing meeting. The federal government recognized three types of transit systems and Bibb County is in the smaller category that has a 200,000 population count. Mr. Greenwald also stated that two adjoining counties have the ability to put a SPLOST before voters for transit.

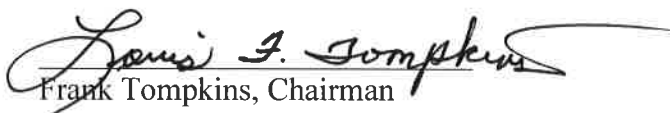
The Chairman next sought comments from Board members. Ms. Poe was recognized and stated that the Authority is partnering with the Pedestrian Safety Review Board. The first session is on July 12. This will allow the Authority's administrative staff to attend along with David Scott to explain and pass along those safety ideas to others.

There being no further business, the Chairman expressed his appreciation to Mr. Howard for his service as Vice-Chairman and Acting Chairman, and the meeting adjourned.

Respectfully submitted,


Sheddrick Clark, Secretary

Approved:


Frank Tompkins, Chairman