

BOARD MEETING MINUTES
MACON-BIBB COUNTY TRANSIT AUTHORITY

January 31, 2023

The regularly scheduled meeting of the Board of Directors of the Macon-Bibb County Transit Authority was held at 5:30 p.m. on January 31, 2023 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 Chair: Absent

Members: Dave Dickey, Otis Redding, III, Charles Murphy and Rachel Umana.

Members Absent: None.

Also in attendance was President/CEO Craig Ross, CFO Lee Brown, Jami Gaudet, Public Information Officer, Tony Woodard, Maintenance & Operations Director, Brenda Banks, Executive Assistant, Mark Strozier, Transit Planner, F. Bradford Wilson, Jr., attorney for the Authority, Georgia Slagle, CPA. A proper Quorum was present.

Also, in attendance were Mike Greenwald, Wade Marks, Jr., Laura Corley, Anthony Montalto and David Scott.

Chairman Tompkins called the meeting to order and wished everyone a happy new year prior to observing a time of silent prayer and reflection.

Chairman Tompkins then asked the Board members to review the proposed Agenda. A motion was made by Dave Dickey to approve the Agenda as presented. Said motion was approved following a second by Charles Murphy.

The Board members were then asked to review the October 25, 2022 Board Minutes by the Chairman. The Minutes were approved with no modifications following a motion by Rachel Umana and a second by Dave Dickey.

President Ross then introduced the Authority's new Transit Planner, Mark Strozier to the Board. He expressed how pleased he was for him to fill this position, with his experience, having previously worked with Macon-Bibb Planning & Zoning.

President Ross then introduced New Macon Newsroom Reporter, Laura Corley and WMAZ reporter, Anthony Montalto.

The Chairman then opened the floor for public comments and recognized Wade Marks, Jr. He requested the opportunity to address the Board to restate his previous complaints which he would address in State and Federal Court concerning his alleged injuries.

The Chairman next recognized Ms. Georgia Slagle for the Financial Report. As of December 31, 2022, cash assets totaled approximately \$996,000.00 versus \$1,912,643.00 the previous year. The line of credit has a zero balance and Grants Receivables totaled \$1,900,000.00. Assets totaled \$17,342,097.00 compared to \$18,164,816.00 the previous year. Current liabilities total \$921,061.00 with total liabilities amounting to \$5,026,493.00.

Passenger fares were down for December compared to the previous year but were up YTD. Terminal Station revenues increased over the previous year and were slightly ahead of YTD totals from last year. Overtime wages increased as did gas and diesel costs, but insurance costs decreased by \$188,958.00 YTD. Operating expenses totaled \$770,827.00 for the month. Operating grants total \$945,637.00 during December and exceeded the previous years' total to date by \$568,000.00. December's change in Net Position totaled \$169,000.00 resulting in a YTD improvement of \$440,643.00 over the previous year. YTD ridership increased by 68,489 passengers.

Operating grants from Macon-Bibb County totaled \$700,611.00 including the American Rescue grant resulting in an increase over the previous year of \$654,176.00. Terminal Station revenues were almost identical to the previous year, but expenses increased by \$86,110.00. YTD Terminal Station's change in Net Position was a negative \$73,690.00 but that includes \$144,052.00 in depreciation.

Paratransit's current assets total \$552,467.00 in addition to net property and equipment of \$39,424.00. It was noted that 24% of overhead costs are allocated to Paratransit. YTD revenues totaled \$997,292.00, which are inclusive of passenger fares, operating grants, and Macon consolidated government contributions. Expenses before depreciation totaled \$863,679.00. Charles Murphy then asked how frequently the Macon-Bibb County contributions are paid and was informed they are received in a timely manner on a monthly basis. That concluded Ms. Slagle's presentation of the preliminary Financial Reports while waiting for the auditors to conclude their work.

President Ross was then recognized by Chairman Tompkins for presentation of the December 2022 Operations Report. He directed the Board's attention to the monthly Maintenance Report indicating the buses out of service and fuel usage. Route Match software is

not working to provide ontime performance for the Fixed Route. Paratransit has ontime performance of 98%. The Fixed Route has openings for three full time and nine part time drivers and Paratransit has an opening for one full time driver. Currently there are seven open worker's compensation cases, and one resignation was received during December. Over time is still a problem.

A total of 74 events were held at Terminal Station in 2022 and 53 events have already been scheduled for 2023. The grant report reflected the outstanding amounts for FY 2023. There were two nonpreventable accidents in December due to the fault of third parties. Ridership was down for the Fixed Route during December but substantially higher YTD. Passengers have now increased on the Mercer Route.

The Chairman then opened the floor for New Business and recognized President Ross for an explanation of the following matters:

1. Ratify Summit Group as Real Estate Firm to Handle Leasing of Terminal Station Office Space – The Board held a called meeting in December to discuss contracting with the Summit Group as the management firm for Terminal Station. After a brief discussion a motion was made by Dave Dickey to ratify Summit Group as the Real Estate Firm to handle leasing of Terminal Station office space. The motion was approved following a second by Rachel Umana.

2. Ratify Public Transportation Safety Plan- Approximately three years ago FTA decided each Transit Authority needed a Public Transportation Safety Plan, which requires a safety committee. Following discussion, a motion was made by Dave Dickey to ratify the Public Transportation Safety Plan for the Authority. The motion was approved following a second by Otis Redding.

3. TripSpark – This is the software package the Authority is purchasing which can monitor the speed of the bus, passenger counts, addresses scheduling issues, provides ontime camera views and many other beneficial options. It will take an estimated 7 to 8 months to incorporate the software in the bus fleet and Mr. Brown and Mr. Strozier are anxiously awaiting the opportunity to do so.

4. Parking Expansion – The Georgia Department of Community Affairs and the local Historical Society have caused a delay in the completion of the parking expansion, halting the removal of the existing structures. This hurdle should be overcome in the near future.

5. MTA Featured in APTA's *Passenger Transport* Publication – Ms. Gaudet recently wrote an article about the Authority that was featured in *Passenger Transport*.

6. FY 2022 Mauldin & Jenkins Annual Audit – The audit has not yet been completed but we are informed that there are no audit findings, and we will receive another clean audit for fifth year in a row.

7. GDOT Audit – The audit will occur in April and Mr. Brown and President Ross will be on the webinar with GDOT.

8. Three New Paratransit Vehicles Delivery Delayed – These vehicles were originally scheduled for December delivery, then January, and now postponed to February due to unavailability of heater related parts. Three more electric transit buses will be ordered.

9. Increase Bus Fares from \$1.25 to \$1.75 (vote) – The last fare increase occurred in 2008. There have been increases in salaries, parts and tires and efforts have been made to try and keep expenses as low as possible. The Authority is still one of the lowest in the state even with the proposed increase, which will include one transfer at no additional cost. A second transfer will cost \$.25. If approved an ad will be published in the newspaper that will run for 15 days and if a hearing request is made a second ad will run for an additional 15 days.

Chairman Tompkins led the discussion, explaining that the totality of the Authority's circumstances and expenses are being considered. The bus fares of similar cities have been compared and the Authority's focus is to provide the best transportation for our ridership. A variety of factors have been reviewed in the evaluation process.

President Ross shared that children under 12 will continue to ride free as will Veterans. Mr. Dickey shared that based on the current inflation that exist in our economy he believes that people will be understanding. Mr. Murphy shared that he feels the increase is needed. Ms. Umana stated that she felt the increase is inevitable and inquired as to whether the thirty-day pass would continue to be available. President Ross assured her that it would, and consideration is being given to a one-day pass. Following the conclusion of the discussion a motion was made by Dave Dickey that the Authority increase the bus fare for \$1.25 to \$1.75, including one transfer and Paratransit from \$2.50 to \$3.50. The motion was approved following a second by Rachel Umana.

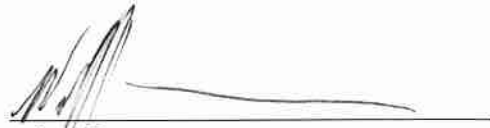
10. New Friday Office Hours for Administrative Staff – Closing time for the offices on Friday will now be adjusted from 5: 00 pm to 4:00 pm.

OLD BUSINESS: None.

The Chairman then opened the floor for Board member comments. None were made.

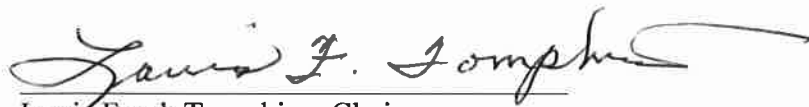
A motion was then made by Dave Dickey to adjourn, which was approved following a second by Rachel Umana.

Respectfully submitted,



Lee Brown, Secretary

Approved:



Louis Frank Tompkins, Chairman