

BOARD MEETING MINUTES
MACON-BIBB COUNTY TRANSIT AUTHORITY

June 27, 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 June 27, 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: Lynn Farmer

Members: Dave Dickey, Rachel Umana, Ken Blair and Deborah Garcia.

Members Absent: Charles Murphy

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

Also, in attendance were Laura Corley, David Scott, Wade Horton, Jacqueline Glover, Gloria Ruth Finney, Austin Rayford, Juwan Jackson, and Commissioner Elaine Lucas.

Chairman Tompkins called the meeting to order and opened it with a moment of silent prayer and reflection. Chairman Tompkins then introduced Ken Blair as the new Board Member who was approved by the Mayor and Commissioners replacing Otis Redding, III. Mr. Blair, who works at Wesleyan College, remarked that he loves Macon and has been here for 15 years and looks forward to serving the citizens of Macon.

The Board was then asked to review the Agenda by Chairman Tompkins and President Ross indicated there was an amendment added to New Business regarding a Corporate Resolution for One South Bank. Ms. Gaudet has also applied for another grant for the murals. A motion was then made by Dave Dickey to approve the Agenda with the additions. The motion was approved following a second by Ms. Farmer.

Chairman Tompkins then requested the Board review and approve the Minutes of the May 30, 2023 Board meeting. A motion was then made by Dave Dickey to approve the Minutes, and such occurred following a second by Deborah Garcia.

Chairman Tompkins then opened the floor for Public Comments and recognized Ms. Jackie Glover. She stated she was present to speak on accessibility and the purpose of her attending the meetings was to discuss matters that will help the community and assist in the development of transportation.

Wade Horton was then recognized and stated he was present to respond and comment on matters concerning ADA. He then reviewed comments concerning his conduct from the previous meeting.

Chairman Tompkins next called on Ms. Georgia Slagle for the Financial Report. At the end of May the cash balance totaled \$1,043,058.00 which was approximately \$280,000.00 less than the previous year. A significant amount of grant funds had not yet been received. The statement includes a \$1,312,937.00 amount due from Paratransit. That amount was the purchase price of the new electric Paratransit buses, and we are waiting on the receipt of the refund/grants. Current assets total \$4,833,377.00, which is an increase of \$1,000,000.00 over the previous year. Total assets are currently \$17,884,198.00.

Current liabilities include an account payable of \$1,112,959.00 relating to the new buses. The Truist line of credit totals \$118,342.00 since the bus funding has not yet been received.

Terminal Station rental for May exceeded budget and was \$46,617.00 more than budget wide YTD. The change in Net Position YTD is a negative \$79,783.00 but after adding back depreciation it results in a \$184,585.00 favorable Net Position.

Passenger fares are below budget by \$102,684.00 but ahead of last year by approximately \$87,000.00. Insurance has a YTD unfavorable balance due to claims that were paid. Operating grants are unfavorable to budget for the period but a positive \$509,769.00 YTD. The recognition of non-operating cost adjustment results in a YTD favorable operating change in Net Position of \$423,902.00 resulting in a favorable variance of \$244,503.00. Operating grants in May dropped since only Bibb County funding had been received totaling \$192,992.00.

Paratransit financial statements reflected the increase for the purchase of the new buses and charging equipment. Transit funding in June should be reflective of the monthly payment of \$49,000.00 plus \$117,000.00 in SPLOST funds. Revenues currently exceed budget and result in a change in Net Position of \$244,683.00 YTD. With the conclusion of the Financial Report, Dave Dickey made a motion for it to be approved and such occurred following a second by Lynn Farmer.

President Ross was recognized for the presentation of the May 2023 Operations Report. Average time lost for May was one hour and three buses are currently out of service. Paratransit had On-time performance at 94% during May and has openings for three full-time bus drivers. The Human Resource Report reveals there are four open worker's compensation cases and two terminations/resignations during the month. To date 63 events have been scheduled at Terminal Station this year with a projected income of \$175,920.00 and 15 events already scheduled for 2024. Outstanding operating grants from GDOT total \$816,739.00 with 2023 outstanding capital reimbursements totaling \$508,373.00.

Fixed Route ridership increased by 17.41% for the month and 12.59% YTD. Paratransit increased by 8.2% for the month and 14.87% YTD. Mercer Ridership for the year totaled 1782 riders. When the new school year begins the hours of operation will end at 12:30a.m.

The floor was then opened for New Business. President Ross indicated the first four items were previously voted on by proxy and now the formal vote needs to be taken for the record.

1. Ratify Macon-Bibb County \$375,000 Ordinance Agreement – payments must be based on the number of individual riders. A motion was made by Dave Dickey to ratify the Ordinance Agreement. The motion was seconded by Deborah Garcia and approved.
2. Ratify Updated Equal Employment Opportunity Policy – a motion was made by Dave Dickey to ratify the updated Equal Employment Opportunity Policy. The motion was seconded by Rachel Umana and approved.
3. Ratify updated Paratransit Policy Handbook – a motion was made by Dave Dickey to ratify the updated Paratransit Policy Handbook. The motion was approved following a second by Deborah Garcia.
4. Authorization of Community Foundation of Central Georgia Non-Profit Grant Program Application – President Ross shared that Ms. Gaudet had applied for several grants to apply a coating to protect the murals and a request was made for formal Board approval. A motion was made by Dave Dickey to authorize the Community Foundation of Central Georgia Non-Profit Grant Program Application. The motion was seconded by Deborah Garcia and approved.
5. Corporation Resolution with One South Bank establishing a Line of Credit – President Ross stated the Authority has been banking with Truist but the change to One South Bank will result in savings of approximately \$50,000.00 per year in fees. All checking accounts

will be moved to One South as well and a lock box will be obtained with One South. A motion was then made by Dave Dickey to approve the establishment of a Line of Credit with One South Bank up to \$1,300,000.00. The motion was approved following a second by Deborah Garcia.


The Chairman then opened the floor for OLD BUSINESS:

1. ADA Audit by Hecker Design LLC -President Ross stated the ADA Report had been completed by Hecker Design LLC following its approval at the last meeting. He discussed various possible renovations and noted that the elevators are compliant as are the steps into the Morris Cohen Conference Room. He has contacted the architectural firm who previously did the work for their review along with a contractor who believes many of the improvements were completed and are covered by the 1990 ADA regulations. Preparations are currently being made to seek grant funds to cover the potential modifications. Once the review is completed a follow-up report will be made.

Chairman Tompkins stated the Authority will be doing its due diligence after getting the feedback from the consultants.

Chairman Tompkins then opened the floor for Board Member comments, and he again welcomed new Board member Ken Blair. No further comments were made and a motion to adjourn concluded the meeting.

Respectfully submitted,



Lee Brown, Secretary

Approved:


Louis Frank Tompkins, Chairman