

BOARD MEETING MINUTES
MACON-BIBB COUNTY TRANSIT AUTHORITY

August 29, 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 August 29, 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:

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

Members Absent: Lynn Farmer and Charles Murphy

Also in attendance was President/CEO Craig Ross, Brenda Banks - Executive Assistant, Lee Brown-CFO, Jami Gaudet- Public Information Officer, Tony Woodard, Chief Operations Officer, Celestial Yates, Grant/Accounting Associate, Georgia Slagle, CPA for the Authority and F. Bradford Wilson, Jr., attorney for the Authority. A proper Quorum was present.

Also, in attendance were Mike Greenwald, Jackie Glover, Commissioner Elaine Lucas, Brenda Woodford, Gwen Westbrook, Maria Bryant, Idonia Jackson, Gloria Smith, Dorothy Ridley and Wade Horton.

The meeting was called to order by Chairman Tompkins and a moment of silent prayer or reflection was observed. A request was made of the Board to review the agenda for any additions or corrections. President Ross noted that Mark Strozier was not present and President Ross would provide the update on TripSpark. A motion was made by Dave Dickey to approve the agenda with the change that was noted. The motion was approved following a second by Deborah Garcia.

Chairman Tompkins asked the Board to review the Minutes of the July 25 Board meeting. After such occurred, a motion was made by Dave Dickey to approve the Minutes as presented. The motion was seconded by Deborah Garcia and approved.

Chairman Tompkins then greeted everyone in attendance and opened the floor for Public Comments. He recognized Ms. Jackie Glover who stated she wanted to speak on transportation requesting that more information be disseminated to the public as to the operation of the Authority. She would like more public discussion at the meetings.

The Chairman next recognized Wade Horton who stated he wanted to speak on general transit. He would like a copy of the ADA Report on Terminal Station and questioned why it was necessary for additional resolutions to be considered for payment authorizations.

Ms. Elaine Lucas was recognized next. She stated she wanted to speak on the first two items of New Business concerning the grant authorization and Open Meetings Act and voiced her objection to both items.

Ms. Gwen Westbrooks was then afforded the opportunity to speak and she also voiced her opposition to New Business items 1 and 2.

Chairman Tompkins then called on Ms. Georgia Slagle for presentation of the Financial Report. She stated that the final numbers are not yet in and they are waiting on those from GDOT. Operating funds for the end of July were approximately \$1,187,000.00 versus \$818,000.00 the previous year. Grant receivables totaled \$2,127,000.00 with approximately \$788,000.00 consisting of GDOT operating grants. Current assets total \$3,619,000.00 and net property and equipment is \$12,969,000.00.

All payables are current and total \$949,395.00. Presently the total Net Position is \$12,330,803.00. Total operating revenues increased to \$96,079.00 for July, which was \$6,000.00 more than the previous year. Operating expenses stood at \$738,112.00, which was \$20,000.00 less than the previous year. A significant portion of that resulted from the reduction in insurance charges and claims. Operating grants total \$392,795.00.

Rental income for Terminal Station for the month of July was \$1207.00 less than the previous year but total expenses were approximately \$11,000.00 more. The operating change in Net Position for the month was a negative \$17,319.73.

The current cash balance for Paratransit is \$5,822.75 with assets totaling \$1,147,940.00. Current liabilities total \$437,144.16. Revenues for the month total \$129,393.00 with expenses before depreciation of \$135,351.00. The change in Net Position for the month was a negative \$31,264.00. Rachel Umana seconded the motion of Dave Dickey to approve the Financial Report and such occurred.

President Ross was recognized for presentation of the Operations Report for July. The average number of buses out of service for the month totaled 5 and Paratransit operated at a 98% On-time performance level. There are presently a number of full-time driver applications and there are five open worker's compensation cases. Presently there are 64 events scheduled for Terminal Station for 2023. The outstanding balances due from GDOT were noted as well as two

minor property damage claims that had occurred. Ridership for the month of July dramatically increased over the previous year with an additional 15,284 passengers. Paratransit also increased by 129 passengers. Advertisements with the public will continue.

The meeting was then opened for New Business by Chairman Tompkins.

1. Grant Authorization to President & CEO or CFO of the Macon Bibb County Transit Authority to initiate a bank wire transfer up to \$3 Million for the sole purpose of paying invoices to purchase buses. Any amount in excess of \$3 Million must be approved, in writing, by the Chairman (vote). The purchase price for the 3 new electric buses could total up to \$3 million. The sole purpose of the Resolution is to enable the payment to be processed in a timely fashion since the funds must be wired to the manufacturer within 72 hours following receipt from GDOT. All written documentation is provided. The detailed process was explained by President Ross and CFO Lee Brown explaining the procedures that are followed to adhere to the mandatory wiring of funds within 72 hours. In response to questions from Ken Blair and Rachel Umana, President Ross explained that each year the CFO prepares his budget and applies for grants and funding from FTA and GDOT. Mr. Brown handles all the orders. Once discussion concluded Mr. Dickey made the motion the Authority approve the grant authorization as specifically presented. The motion was seconded by Deborah Garcia and approved by a 4 to 1 vote with Ken Blair casting a negative vote.

2. Georgia Open Meetings Act-To give the public the right to comment on Agenda items only. The allotted time for speaking will be five (5) minutes (vote). Chairman Tompkins recognized counsel who stated that the Georgia Open Meetings Act set forth in O.C.G.A and Title 50 requires that the meetings be open to the public and the press for observation but members of the public do not have the right to participate in the meeting. The floor was then opened for discussion. A motion was then made by Ken Blair to amend the original motion to provide that members of the public could be allotted 5 minutes to comment on agenda items only at the beginning of the meeting and also allow 5 minutes at the end of the meeting to address the Board. The motion was seconded by Rachel Umana and approved.

3. Approve and adopt GDOT Authorizing Resolutions for Grants 5307 and 5337 for Operations and Capital Grant Funding (vote). CFO Brown explained the resolutions were necessary to obtain the grants for funding operating expenditures and the purchase of the 3

new electric buses. Ken Blair seconded the motion of Dave Dickey to approve the motion adopting both resolutions and it was approved.

4. APTA TRANSform & Expo Conference in Orlando, FL on October 8-11, 2023.

All but one Board member has responded.

5. Update on ADA issues at Terminal Station- President Ross explained that an architect was hired who is an expert on ADA to inspect the building and indicate areas that were not ADA compliant. President Ross gave an overview of the process and a history of the various work that had been done over the years during previous administrations. An independent contractor has been retained to provide a detailed review of the survey and has done an excellent job analyzing the findings. Ongoing communications will now be held with GDOT seeking additional grants for the necessary funding that will be required. RFPs will be issued for architects and contractors.

6. Two \$1,000.00 on the table grants – Ms. Gaudet explained that these grants were funded by the Knight Foundation and how they were used.

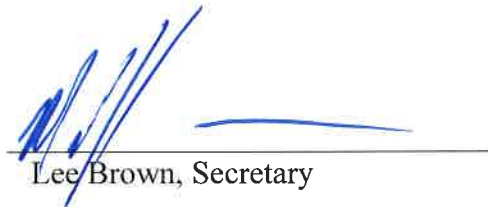
The Chairman then opened the floor for OLD BUSINESS:

1. Update on TripSpark- President Ross stated this investment will take the Authority to the next level with the installation of the software. It will save the customer and the Authority time and expense with the closest bus picking up the passenger. All camera information will be accessible immediately on the Authority's computers.

Board Member comments. Please keep Mr. Dickey and Ms. Farmer in your prayers with upcoming surgeries.

A motion was then made to adjourn the meeting by Dave Dickey, seconded by Rachel Umana and approved.

Respectfully submitted,


Lee Brown, Secretary

Approved:


Louis Frank Tompkins, Chairman