



**MASS TRANSPORTATION AUTHORITY  
MINUTES OF THE APRIL 19, 2007 BOARD MEETING**

**PRESENT:** John Northrup, Acting Chairman, Paul Luttenbacher, Rose Bogardus, Carolyn Sims, Joe Conroy

**STAFF:** Robert Foy, Suzanne Shepherd, Terry Jurrens, Jerry Ragsdale, Ed Benning, Charlene Kowalski

**GUEST:** Greg Mason, CHMP, Inc.

**ABSENT:** Mike Zelle, Paul Newman, Richard Abrams

Acting Chairman Northrup called the meeting to order at 8:16 A.M.

**Comments of the Public** None

**Minutes of the March 29, 2007 Regular Board Meeting**

**Minutes of the March 27, 2007 Finance Committee Meeting**

Ms. Bogardus moved, supported by Mr. Conroy to approve the minutes of the March 29, 2007 Regular Board Meeting and the minutes of the March 27, 2007 Finance Committee Meeting. Motion passed unanimously.

**Resolution #07-34 authorizing the General Manager to issue Change Order Number Two (2) in the amount of \$149,402.00, plus reimbursable expenses as reviewed and authorized by the General Manager, to CHMP Inc., to provide professional architectural/engineering services for development of Curb-to-Curb Service Center Transportation Centers for a revised total agreement not to exceed \$523,695.00.**

Mr. Foy stated that when we initiated our program of replacing leased facilities with MTA owned facilities; we entered into a contract for the A&E design for all of the service centers. The reason for that, other than in Grand Blanc where we have the simulator attached room, the centers would all be cookie cutters of each other. The contract was based upon person hours of the individual disciplines involved. We have now completed the centers for Flint East, Flint West, Burton, Mt. Morris, Grand Blanc and Fenton. We have used up all of the dollars that we had set aside in terms of the A&E effort. In addition, we have overrun by about \$69,000 from what we currently have. We are also projecting another \$80,000 that we will need for the A&E work for the Swartz Creek Center. Therefore, we are asking for your approval to increase the A&E dollars we have to cover all of those expenses that we have incurred to date, plus to add \$80,000 for the upcoming Swartz Creek effort that will began shortly.

Greg Mason, CHMP, Inc. stated that the contract with MTA is an hourly contract. They provide services based upon request by the MTA on the projects. Their services include not only the A&E design but construction administration services. As the MTA directs them, they have gone to the sites, approved shop drawings etc. They bill on a monthly bases as time incurs. Back in 2001 when the contract originated, they included estimates for putting together the packages for the eight facilities. Since the original estimates, there have been wage increases, which equates to about 13% since 2001. They have also found that the hours allocated for administration was short from what was needed. Several of the projects went over the construction schedule by as much as 3-4 months based upon weather condition and contractor performance, which incurs more time for CHMP because they have to keep going out to inspect the project. To date they have actually gone over the contract cap by \$66,702.00. These invoices have been submitted and paid but we need to get the contract caught up to where we are.

There is also \$2,700.00 needed to close out the project at the Fenton Center. CHMP has also estimated that it will take about \$80,000 to do the project for Swartz Creek. Each site needs to have the site drawing customized for that site. You then have the bidding and awarding the construction contract. The balance of the \$80,000 is for construction administration.

Mr. Foy stated that this will take us up through the five service centers. We still have Clio, Flushing and Otisville to build so we will be asking for A&E efforts to do those centers.

After further discussion, Mr. Luttenbacher stated that the Finance Committee reviewed this item and recommends approval by the full Board, therefore Mr. Luttenbacher moved Resolution #07-34. Ms. Bogardus supported. Motion passed unanimously.

**Resolution #07-41 authorizing the General Manager to enter into an agreement with Tri County Services to rework the retention pond basin and catch basins at the MTA Mt. Morris Service Facility in an amount not to exceed \$10,490.00.**

Mr. Foy stated that at the Mt. Morris Center the retention pond was built as part of our contract. The warranty period is now passed and we are having difficulty being able to dissipate the water in the pond.

Mr. Mason stated that the Mt. Morris site was one of our big challenges engineering wise because there was no storm water outlet available for the site. The requirements today by the Genesee County Drain Commission is that you have to hold on sight your excess storm water. This is generally done by a detention pond that has an outlet to get rid of the storm water. Mt. Morris did not have an outlet so we had to develop a retention pond. You rely on dissipation of the water by the soils and by the air. In Mt. Morris we had a good sandy base for the pond. The contract documents required the pond to be designed and the sidewalls stabilized. In CHMP's opinion the walls were not properly stabilized and as a result the silt from the sidewalls washed into the bottom of the basin and sealed off the sandy soil so the water could no longer dissipate through the bottom of the pond. Original recommendation was to go back to the contractor since the contract document required the walls to be stabilized. In review of the contract, it indicated it was beyond the warranty, so as a result MTA has gone out to bid to re-scrape the bottom of the pond and re-stabilize the sidewalls of the pond so it can function the way it was designed to function.

Mr. Foy stated that this is a business judgment. We are not happy with the work the excavator did and they are not willing to come in voluntarily to correct the situation. We would have to take them to court. By the time we got done with the legal cost it would cost more than to just get the work done.

Mr. Conroy moved, supported by Ms. Sims to approve Resolution #07-41. Motion passed unanimously.

**Resolution #07-42 authorizing Robert J. Foy, General Manager to renew its investment and membership dues for 2007, in an amount not to exceed \$11,636.00, to the Genesee Regional Chamber of Commerce.**

Mr. Foy stated that this is our annual dues for the Genesee Regional Chamber of Commerce. In the Finance Committee the question was how did they arrive at \$11,636.00? The dues were arrived because when the Genesee Regional was created it was the combination of four organizations. The Flint Area Chamber of Commerce, The Flint Genesee Economic Growth Alliance, The Genesee Area Focus Council and The Metropolitan Chamber of Commerce. The total amount of dues that we were paying to these four organizations totaled the \$11,636.00.

Mr. Luttenbacher stated that the Finance Committee reviewed this and recommends approval by the full Board, therefore Mr. Luttenbacher moved Resolution #07-42. Mr. Conroy supported. Motion passed unanimously.

**Resolution #07-43 authorizing the General Manger to amend the agreement with The IBI Group to provide on-site Project management for Phase I implementation of the Trapeze Mobile Data Terminal & Automatic Vehicle Locator System project in an amount not to exceed \$114,189.00 for a total agreement in an amount not to exceed \$514,489.00.**

Mr. Foy stated that in December 2002 the Genesee County Intelligent Transportation System Architecture was given final approval by the Federal Highway Administration. That was basically the architecture for ITS throughout Genesee County. It remained dormant for about two years. The MTA decided to take it on and the first thing we did was develop a plan for the purpose of what the ITS implementation in Genesee County should look like. We have to use technology to make ourselves more efficient so that we can provide additional transportation within Genesee County. We contracted with The IBI Group to provide us with a plan for the architecture and deployment of the ITS. The original contract was for \$282,800. Since 9/11 we are required to have an Emergency Preparedness Program, so we entered into a contract for \$29,000 to do a Systemwide Security and Communication Plan. In December 2005 we had the Security and Communications Design for the Transportation Center. This cost was \$54,300. On August 2006 we were looking at how are we going to be able, in the future, deal with the issue of providing options to our passengers on how they are going to pay for riding the bus. This cost was \$34,200. We are now asking for the project management for Phase I of our deployment plan. We need someone to monitor the program. We want to use IBI because all of this has to tie together in order for everything to work. This is part of the \$15 million program for the implementation of the ITS technology.

Mr. Luttenbacher stated that the Finance Committee has reviewed this item and recommends approval, therefore Mr. Luttenbacher moved Resolution #07-43. Mr. Conroy supported.

After further discussion the motion passed unanimously.

**General Manager's Report**

Mr. Foy stated that we provided copies of the letters we sent out to the Mayor and the Flint City Council for the positions we have open on the Board. The Articles of Incorporation establishes an eleven member Board. At the present time we have eight members. Two of the open spaces are positions that need to be appointed by the Mayor. The other position open needs to be appointed by the Flint City Council.

Mr. Foy also stated that we have gotten all the way into the month of March before we had a Federal appropriation to be able to provide Federal dollars for public transit. At the State level we are still looking for the 20% match. They will not certify that there is any match dollars for the Federal dollars. We have been assured that public transit is going to be one of the priorities when they finally come to some kind of conclusion. We may not be able to completely hold public transit harmless but we're not going to be absolutely devastated either. We are at a point where we do not have a commitment of the 20% match from the State, therefore the Federal government will not move on the 80% that they have. We are fortunate that we have local millage money to be able to keep things going. From our standpoint, we are very reluctant to bring forward any request for service cuts or curtailments because when this is finally resolved we may have adequate money to continue everything we are doing.

We have received the first two diesel electric vehicles. The last three will be coming within the next thirty days. We will put them on the road but they will have a different configuration on the paint to let people know that these are vehicles of the future.

Acting Chairman Northrup ruled that the General Manager's Report be received and filed.

**March, 2007 Income/Expense Statement**

Jerry Ragsdale, MTA Assistant General Manager-Administration stated that because we have not been able to get any definite answers on the budget we are unable to bring forth a revised budget. On the fares we are about \$140,000 below estimate. In the non-transportation revenue we are below about \$7100. Vehicle advertising, since we have gone over to a new vender, has greatly improved. We are almost \$18,000 ahead of our estimate. In State cash grants they have reduced the amount of the formula in operating-non urban. Federal cash grants are on target so our total revenue is about \$166,000 below estimate.

In our expenses we are \$634,512 below our estimate so we have a net income of \$468,140. This amount along with the \$751,023 estimated net income totals about \$1.3 million.

Acting Chairman Northrup ruled that the March, 2007 Income/Expense Statement be received and filed.

**March, 2007 Ridership Statistic Report**

Ed Benning, MTA Assistant General Manager-Services stated that ridership for March was 482,956 passengers, which is down 3% for the same time last year. Year-to-date ridership is 2,670,363, down 6%. In the past when we have had a fare increase there has been a downward spiral for a while until ridership eventually comes back up.

Curb-to-Curb service had ridership of 66,672 for the month of March. This is down 9% from a year ago. Peak period service had ridership of 27,590. This 7,000 passenger increase is a direct result of moving some of our student passengers off curb-to-curb service onto peak period. Fixed Route service had ridership of 374,859, which is down 3% and Regional service had a ridership of 13,835, which is down 22%. We have gone in and revised our service into Livingston County because the number of temporary workers has been reduced substantially. We are now seeing some improvement in the regional ridership.

Acting Chairman Northrup ruled that the March, 2007 Ridership Statistic Report be received and filed.

**March, 2007 Complaint Statistic Report**

Mr. Benning stated that the number of complaints for March was 34. If you take the complaints per 100,000 passengers for the month of March, there were 7.1 complaints per 100,000 passengers.

We meet every Friday morning and go over every complaint. The one area that we have the most complaints is driver conduct. We go over these complaints with the Union and in many cases the driver is required to go back through Customer Service Training or Defensive Driving Training.

After further discussion, Acting Chairman Northrup ruled that the March, 2007 Complaint Statistic Report be received and filed.

**Comments of Board Members**

Ms. Bogardus stated that she would like to have a tour of all of the MTA facilities.

**Adjournment**

Meeting was adjourned at 9:40 A.M.

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