



**MASS TRANSPORTATION AUTHORITY
MINUTES OF THE DECEMBER 20, 2007 BOARD MEETING**

PRESENT: Paul Newman, Chairman, Paul Luttenbacher, Richard Abrams, Mike Zolley, Rose Bogardus, John Northrup

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

Chairman Newman called the meeting to order at 8:01 A.M.

Comments of the Public None

Minutes of the November 15, 2007 Regular Board Meeting

Mr. Zolley moved, supported by Mr. Northrup to approve the minutes of the November 15, 2007 Regular Board Meeting. Motion passed unanimously.

Minutes of the November 13, 2007 Finance Committee Meeting

Mr. Abrams moved, supported by Mr. Luttenbacher to approve the minutes of the November 13, 2007 Finance Committee Meeting. Motion passed unanimously.

Minutes of the November 27, 2007 Personnel Committee Meeting

Ms. Bogardus moved, supported by Mr. Northrup to approve the minutes of the November 27, 2007 Personnel Committee Meeting. Motion passed unanimously.

Resolution #08-07 authorizing the General Manager to enter into an agreement with Duo-Guard for the purchase and installation of Twenty (20) passenger shelters and pads in an amount not to exceed \$130,888.00.

Mr. Abrams stated that the Finance Committee has reviewed action items 4, 5, 6 and 8 and has recommended approval to the full Board.

Mr. Foy stated that this is an agreement for the purchase of twenty bus shelters at locations that will be determined throughout Genesee County. One percent of 5307 money that we receive every year must be spent for safety and one percent must be spent for these type of consumer items. This is all Federal and State grant money that is involved.

Mr. Abrams moved, supported by Mr. Northrup to approve Resolution #08-07.

Mr. Zelle asked how we prioritize what shelters are to be updated or add a shelter to a bus stop?

Mr. Foy stated that primarily it is based upon a specific request and upon the number of people that board at the stop being requested. Also we require that someone adopt the shelter to assist the MTA with maintenance and security.

Ms. Bogardus talked about a bill that Senator John Gleason is sponsoring that requires scrape buyers to have a license for buying scrape metal.

Chairman Newman stated that maybe we could get a copy of the bill to discuss at the January Board Meeting.

Motion passed unanimously.

Resolution #08-08 authorizing the General Manager to enter into an agreement with Health Plus Direct to provide a traditional premium based health care plan in an amount not to exceed \$2,031,691.68.

Mr. Northrup moved, supported by Mr. Abrams to approve Resolution #08-08.

Mr. Foy stated that this is the healthcare benefit for our employees. It was competitively bid and Health Plus of Michigan was the lowest, responsible, responsive bidder. We are happy that the annual increase cost associated with this proposal is only 8%.

Motion passed unanimously.

Resolution #08-09 authorizing the General Manager to enter into an agreement with Bohlen Builders, Inc. to act as Coordinator of Special Projects for the construction of the Swartz Creek Service Facility at an hourly rate of \$52.50, for an estimated amount not to exceed \$45,000.00, based upon actual assigned hours.

Mr. Abrams moved, supported by Mr. Luttenbacher to approve Resolution #08-09.

Mr. Foy stated that this is the requirement we have under the Federal Transit Administration that we are required to have an agent of the MTA on the premises whenever we have a construction contract to build a major facility. This was competitively bid and Ed Bohlen of Bohlen Builders was the individual who did the work on the original downtown facility. He came in as the low bidder and he is an individual that we are very familiar with and has worked for us in the past.

Motion passed unanimously.

Resolution #08-10 authorizing the Employment Agreement between the Mass Transportation Authority and Robert J. Foy through December 31, 2009.

Mr. Northrup moved, supported by Mr. Abrams to approve Resolution #08-10.

Chairman Newman stated that this item has been discussed at previous meetings and most recently in a Personnel Committee meeting.

Mr. Zellely stated that the Personnel Committee reflecting all the Board was extremely pleased with Mr. Foy's performance.

Motion passed unanimously.

Resolution #08-11 authorizing the General Manager to negotiate and enter into an agreement with Genesee County for implementation of a Pilot "Door-Through-Door" Transportation Program, for a period of one (1) year, in the amount of \$231,580.00, funded from the Genesee County Senior Millage Program.

Mr. Abrams moved, supported by Mr. Northrup to approve Resolution #08-11.

Mr. Zellely asked if there is a target of how many people will be served and will this result in a separate fleet to handle this service?

Mr. Foy stated that we are starting this off as a trial basis. We do not know how many people will be served. We know that we have \$231,580.00 to begin the process. When the Wiggery Study was completed, one of the recommendations was that there be a single point to deal with the transportation requirements for everyone involved. We estimated that we would do about 1250 rides a month in which we would be providing attendant care inside of the home. We are anticipating that we are going to need about eight attendants. We will be negotiating with the senior centers and the private non-profit agencies about programs they have in place and the continuation of them.

Our outline is to do this program in two phases. We will start the first phase on the 1st of February where we will have drivers trained to be able to go up to the door and be able to assist that individual going from their door to the vehicle. We anticipate that there will be a significant number of people who will want this type service. At the same time, we will be working with the private non-profits about getting the attendants in place. If the individual need is beyond helping with coats, help in getting in or out of their wheelchair and getting down to the vehicle, then that will have to be done outside of this program.

Mr. Foy also stated that individuals will continue calling the service centers to schedule their trips. If the individual is qualified to receive service under this program but are totally able bodied and can go down to the street, that will be no change from what we are doing now. When you get into the Category B, you will have individuals who will need some level of care. When that person calls they will be given over to the person who will schedule them for a special

vehicle. Those vehicles will have drivers that are trained to perform this service. We have ten vehicles scheduled to come in to do this special service.

We will be meeting every month with a group representing the Senior Millage Committee to receive feedback. We will adjust the program as the need arises.

After further discussion Mr. Luttenbacher stated that he doesn't feel that this was the initial intent of the Senior Millage Committee. He feels it should go very heavily to the senior centers. We talked about curtailing some of the services in Your Ride back some time ago because there wasn't enough funds to subsidize it. Probably what is going to happen here is that this program will need more funding. More funding will be requested from the Senior Millage or we are going to say that this program cost too much and we cannot do it and we are going to leave people high and dry who have been using it for a year and give the MTA a black eye in the fact that we can't handle the program.

Mr. Zelley stated that this is a request from the Senior Millage Committee to the MTA. It is not an MTA initiative.

After more discussion Chairman Newman, John Northrup, Richard Abrams, Mike Zelley and Rose Bogardus voted in the affirmative. Mr. Luttenbacher voted no. Motion passed.

FY 2007 4th Quarter Performance Indicators

Mr. Foy stated that this is our regular quarterly report of performance indicators. We will be developing new performance indicators for this fiscal year.

Jerry Ragsdale, MTA Assistant General Manager-Administration stated that the Michigan Department of Transportation requires that we submit an annual update of what we consider important performance indicators for our agency. There is a large list of indicators and we review them and determine what will best fit our needs and then submit those to the State. The staff have met and reviewed the indicators we had for the past year and we will be making a recommendation to the General Manager for this year's indicators.

For 2007 the targets that we established were relatively close to what our average was for the year.

Mr. Foy stated that as we take on more innovated transportation (such as regional service) the cost per passenger trip is much higher than our fixed route because our farebox doesn't recover all of that cost. Also individuals are moving more and more to using a monthly pass. As we are responding more to the needs of the public, we understand that some of our numbers are going to look less positive because we are providing the best bargain in town. In dealing with demand response, as we move the students off of demand response onto our peak period routes, we are carrying 16-17 people in a vehicle. This is very economical as opposed to the individual that is in a wheelchair and we have two people aboard that vehicle. That affects the cost per passenger but we are still at about 50% of what the next lowest organization is in the State of Michigan.

Chairman Newman ruled that the FY 2007 4th Quarter Performance Indicators be received and filed.

General Manager's Report

Mr. Foy stated that as a result of the congressional effort for the Omnibus Bill, Senator Levin called and said they were able to retain the Federal portion in our earmark. We did get cut about 2% that was across the board. This will mean a 5309 grant of about \$3.3 million that we will end up with. This is in addition to approximately \$10 million that we have gotten through other resources. We will have a capital program this year of between \$10-15 million. That will help us with our Intelligent Transportation System and our hybrid program.

Mr. Foy also stated that he met with the Governor at a roundtable and had the opportunity to communicate about the things that we are doing. MTA represented the transportation industry at the roundtable. We talked about the diesel electric hybrid, the hydrogen generation plant and where we intend to go with using alternative fuels. These meetings are very helpful to us in terms of being able to get funding.

The Swartz Creek Service Center is now all set. We have gone through the site review and it has been approved. We will be putting out the RFP very shortly for the construction. We are moving forward in Clio. We have identified the property and reached an agreement on the purchase of the property. We are now going through the pre-purchase process that we have to do in insuring that we have all of the environmental things taken care of.

Mr. Foy stated that we are having our annual employee recognition dinner on Friday, December 21st and invited the Board members to attend. The employees have established a choir and at 12:00 p.m. they will be singing Christmas carols for the employees.

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

Mr. Zelle left the meeting at 9:23 A.M.

November, 2007 Income/Expense Statement

Mr. Ragsdale stated that the passenger fares are almost \$118,000 over our original projection. In non-transportation revenue vehicle advertisement, CBS Advertising System is doing a phenomenal job for us. We are almost \$8,000 over our original projection. In State cash grants we have almost \$102,500 over the estimate of what was originally projected from the State. In Federal cash grants preventive maintenance is actually based on what our cost allocation is. We expect by the end of the year we will be able to recover all of the preventive maintenance dollars. Our total revenue is almost \$182,000 more than we had projected for the year.

In expenses the labor and materials and supplies is where we are over budget. For the year-to-date we are about \$58,000 over what our projection was.

Chairman Newman ruled that the November 2007 Income/Expense Statement be received and filed.

November, 2007 Ridership Statistic Report

Ed Benning, MTA Assistant General Manager-Services stated that the ridership for November was 496,986 passengers. We are up 13% from the prior year. Year-to-date we are up 14%. On our fixed routes we had a ridership of 381,036. This is up 13%. We are continuing to see growth on all of our routes. Peak period service, which primary serves the student population, had a ridership of 44,029 compared to 26,872 a year ago. This is significant because when you look at the curb-to-curb service there is a substantial reduction for East Flint and West Flint. We have moved those students off of Your Ride onto the peak service routes. However, at the service centers throughout the county you will see that many of them are showing increases, which is directly related to evening service for those going to work and for the senior centers in which we are working very closely with. Regional service is up 20% with a ridership of 15,978. We have a number of new choice riders that are riding our service. These are individuals who work at Delphi and EDS.

Chairman Newman ruled that the November 2007 Ridership Statistic Report be received and filed.

November, 2007 Complaint Statistic Report

Mr. Benning stated that we had nineteen complaints for the month. We are actually down compared to prior months. The area, which we continue to work on, is the one that deals with driver conduct. We are training, retraining and working with our drivers and we feel that they are making progress.

Chairman Newman ruled that the November 2007 Complaint Statistic Report be received and filed.

Comments of Board Members

Mr. Abrams stated that relevant to the Swartz Creek Service Center, Mr. Foy, Mr. Ragsdale and the architect made a fine presentation to both the planning commission and the city council. There were very few questions. The presentation was complete and everybody said how much they appreciated how well it was done and as a result it was passed.

Chairman Newman stated that our attorney informed us that he had not received any response from the other attorney in order for us to go into Executive Session so that session is cancelled and will most likely be held at the January meeting.

Adjournment

Meeting was adjourned at 9:32 A.M.

