

# **FORT WAYNE PUBLIC TRANSPORTATION CORPORATION**

## **Board Minutes**

### **Thursday, November 11th, 2021**

The November meeting of the Fort Wayne Public Transportation Corporation/ Citilink Board of Directors was held on Thursday, November 11th, 2021. The Executive Meeting took place from 5:00-5:25 PM via Zoom, and the Regular Meeting started at 5:31 PM via Zoom.

**Directors Present:** Ms. Sherese Fortriede, Mr. Glynn Hines, Mr. Nelson Coats, Mr. Konrad Urberg, Ms. Pone Vongphachanh

**Directors Absent:** Ms. Melissa Fisher, Ms. Lana Keesling

**Staff Present:** Mr. John Metzinger, Dr. Jean Marie Boykins, Mr. Bruce Miller, Ms. Claudia Harris, Mr. Junior Rodriguez, Ms. Pam Schieber, Ms. Ashley Pino, Ms. Kendal Hampton

**Staff Absent:** None.

**Others Present:** Mr. Tom Trent, Corporate Counsel, Ms. Rachel Guin, Corporate Counsel.

Ms. Fortriede began with a roll call of members and noted that Ms. Keesling and Ms. Fisher were absent.

**Approval of Minutes:** Ms. Fortriede moved to the reading, correcting and accepting the previously distributed Board Minutes of 10.14.2021. Mr. Urberg moved to approve the minutes, and Mr. Hines seconded the motion. The motion passed unanimously.

#### **Board of Directors Committee Reports:**

**Executive Committee** – No report.

**Finance Committee** – No report.

**Legislative Committee** – No report.

**Marketing Committee** – No report. Meeting scheduled for November 29<sup>th</sup>.

**Personnel Committee** – No report.

**Transportation Planning Committee**– No Report. Meeting scheduled for December 13<sup>th</sup>.

#### **Staff Reports:**

**General Manager's Report** – The written report is included in the packet. Mr. Metzinger let the Board know that Congress passed a \$1.75 Trillion infrastructure bill the previous week, a historic 5-year authorization. The President is expected to sign the bill into law after lawmakers return from recess. The bill includes \$39 billion for public transportation and a 30% increase to federal transit funding formulas. The bill intends to address the Nation's backlog of capital investments to improve the State of Good Repair, prioritize investments in zero-emission vehicles, improve accessibility for people with disabilities, and expand passenger and freight rail transportation. This investment in public transportation is the largest in our nation's history, which is good news for Citilink. Citilink is using almost all of our existing federal funding to support operating

expenses. The new funding will help Citilink fix or replace outdated vehicles and facilities, potentially helping with ADA accessibility and low or zero-emission buses such as CNG, electric, or hydrogen. Mr. Metzinger stated that over the next few months, Citilink would learn more about the extraordinary opportunities that this additional funding would provide Citilink.

Several staff and Board members have just returned from the American Public Transportation Association's (APTA) TRANSform Conference and Expo in Orlando. They attended excellent learning sessions, networked with many of the 9,000+ attendees and 600+ vendor partners who participated, walked the 300,000 square foot exhibit space, and met with potential new sources to help advance Citilink's mission. Mr. Metzinger stated that it was an incredible experience. He hopes those who attended will feel free to share their perspectives. For Mr. Metzinger, the most meaningful outcome was the chance to know the staff and Board members better. It is fantastic to see our industry respond to this pivotal and transformational time as Citilink, and the Board move together to rebuild and reimagine public transportation in post-pandemic America. Mr. Metzinger believes Citilink can catch a more excellent vision for public transportation in our communities. He looks forward to sharing that further with the Board and staff. Mr. Metzinger thanked the Board for their commitment and that APTA is an essential investment in the team and Citilink's future together. Ms. Fortriede seconded the conference was fantastic. Mr. Hines was impressed with the conference and how the technology will help improve customer satisfaction which he sees as Citilink's primary focus. Ms. Schieber was also amazed by the new technology that Citilink has not seen yet, but she can see Citilink using it to help allow us to become more efficient in the future. Mr. Rodriguez agreed with everyone and stated it was a fantastic experience overall. He stated there are a lot of improvements in technology and would like to see how Citilink can use that to our advantage. Mr. Metzinger thanked Ms. Schieber and Mr. Rodriguez for attending.

**Finance Report** – The Record of Transmittals for October 2021, Interim Record of Transmittals for November 1st through the 12<sup>th</sup>, and financial report are included in the written packet. Mr. Coats motioned for approval; Mr. Urberg seconded the motion. The Board passed the Record of Transmittals unanimously. Mr. Miller presented the written report to the Board.

**Human Resources Report** – The written report is in the packet. Dr. Boykins stated that the only items that have changed since her report was submitted were that there are now 74 employees vaccinated and three with boosters, putting Citilink's vaccination rate at 59.6%.

**Maintenance Report** – The full report is in the packet. Mr. Rodriguez presented his report and let the Board know that he is currently looking to hire another mechanic to help ensure that our preventative maintenance continues to improve.

**Marketing Report** – The full report is in the packet. Ms. Pino let the Board know that she plans on updating the website to become more mobile-friendly. She has begun a website audit to make sure any content and grammatical errors are corrected.

**Operations and Customer Service Report**- The Operations and Customer Service reports are provided in the packet. Mrs. Harris and Ms. Schieber both presented their written reports.

**Introduction and/or Adoption of Resolutions and Ordinances: None.**

**Old Business: None.**

**New Business:**

**A settlement with Metro Media Partners, Inc. -** Mr. Metzinger let the Board know that a settlement has been reached. Citilink will have better control of the location of bus shelters and ensure that, over time, needed ADA accessibility improvements are made. Mr. Metzinger thanked Ms. Guin and Rothberg for their excellent counsel throughout this ordeal and also Board Chair Sherese Fortriede for her leadership and vision to change course in direction. He requested the Board to approve the settlement. Ms. Guin stated Citilink will acquire 63 bus shelters, 23 benches associated with a bus stop and confirmed that all assets have no liabilities. Settlement includes a non-compete agreement for advertising sales within a 40-mile radius of Fort Wayne and transfers existing contracts. The closing date of settlement will be December 10th, 2021. Citilink, in return, is providing \$400,000, a release of all claims against Metro Media Partners/Inspire, and an agreement that Citilink will not go to the public about this settlement until after January 9<sup>th</sup>. It was noted that our meetings are open to the public, and anyone can ask for documents for this meeting. They stated that they understood. Mr. Hines motioned for approval, and Mr. Coats seconded the motion. The Board passed unanimously.

**Amendment to Board of Directors Bylaws regarding the timing of elections** – Ms. Fortriede would like to amend the bylaws to change officer elections from December to February after term appointments have been made. Ms. Fortriede stated that it becomes awkward if a board member gets elected but not reappointed. Mr. Hines stated that he agrees with this amendment. Mr. Coats asked if it would be better to hold the Committee Elections in January, to which Ms. Fortriede responded that would not give a new board member the chance to get acclimated. Nominations would be completed in January. Ms. Vongphachanh motioned to amend the Bylaws to move the election to February instead of December. Mr. Hines seconded the motion, and the Board passed unanimously. Ms. Fortriede then asked to defer the election for 2021 to February. Ms. Vongphachanh motioned to defer, and Mr. Hines and Coats simultaneously seconded the motion. The Board passed this unanimously. Ms. Fortriede then asked to adjust the agenda to table the 2022 Board Officer Nominating Committee to next month's agenda. Ms. Vongphachanh motioned to table the topic to December's meeting, and Mr. Coats seconded the motion. The Board passed unanimously.

**Work Commute Program Concept** – The PowerPoint provided in the meeting is attached to the printed Board Packet. Mr. Metzinger presented an idea that may help us meet priority needs in the community, a Workforce Commute Program. Mr. Metzinger would like to relaunch Citilink's inactive Joblink program. Mr. Metzinger would like to build a program to provide workers with access to jobs and partnerships with businesses that would like to hire them. Joblink could do this through public transportation services, fare purchase agreements with volume discounts, vanpools, carpools, ridesharing such as Uber and Lyft. The pilot program could be funded by federal subsidies while pursuing state/federal funding to sustain success for the long run. Mr. Metzinger would like the Board's permission to proceed with early steps in identifying and clarifying needs, developing partnership relationships, and clarifying funding sources. Ms. Fortriede asked Mr. Metzinger to describe how a vanpool works for clarity. Mr. Metzinger described how vanpools work. Mr. Hines asked if this is a regional concept or Allen County bound? Mr. Metzinger stated that this could be a regional program. The Board's

consensus is that Mr. Metzinger shall move forward with the exploration stages, with an update expected at the Board Retreat in January 2022.

**Communications from the Public, Including Petitions and Remonstrance's:** None

**Open Discussion:** None.

The meeting adjourned at 6:31 PM with no further business.

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Sherese Fortriede  
Chair

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J. Nelson Coats  
Secretary