

FORT WAYNE PUBLIC TRANSPORTATION CORPORATION

April 16, 2009

The April meeting of the Board of Directors of the Fort Wayne Public Transportation Corporation was held on Thursday, April 16, 2009 beginning at 5:30 PM at the Citilink offices, 801 Leesburg Road, Fort Wayne, Indiana.

Directors Present: Ms. Wendy Barrott, Mr. Marvin Gottlieb, Mr. Glynn Hines, Mr. Robert Murphy, and Mr. Paul Musson.

Directors Absent: Mr. Nelson Coats and Mr. Fred Lanahan.

Staff Present: Mr. Ken Housden, Ms. Karen Cohodes, Ms. Betsy Kachmar, and Ms. Robin Strasser.

Others Present: Mr. Denny Logan, Corporate Counsel and Mrs. Lori Housden.

Mr. Murphy called for the roll call of members and then moved to the reading, correcting and approval of the minutes of previous meetings and other formal business. Mr. Murphy asked if there were any additions or corrections to the minutes of the Regular Board meeting of March 12, 2009, the Capital Development meeting of March 26, 2009 and the Executive Committee meeting of April 2, 2009. Mr. Logan added the regular board meeting minutes on page 5 should have the following added: "The Finance Committee was given authority to review comments from board members on the RFP and to finalize the RFP". Mr. Murphy asked for separate motions for the meeting minutes. Mr. Gottlieb made the motion for the regular board meeting minutes; Mr. Hines seconded; Mr. Hines made the motion for the Capital Development meeting minutes; Ms. Barrott seconded; and Ms. Barrott made the motion for the Executive committee meeting minutes; Mr. Hines seconded. All minutes were approved with the amendment of the regular board meeting minutes.

Communications from the Public, Including Petitions and Remonstrances: None.

Board of Directors Committee Reports:

Finance Committee – None.

Operations Committee – None.

Personnel Committee – Mr. Musson stated a temporary leave of absence was granted to one of the employees.

Marketing Committee – None.

Capital Development Committee – Mr. Hines reported the committee met on March 26. The committee received a review from Mr. Housden on the site selection and an update on the current status of the property holdings and acquisitions and reviewed options from Mr. Logan.

Legislative Committee – None.

Executive Committee – Mr. Murphy reported the minutes are attached. Ms. Barrott joined the meeting in Mr. Gottlieb's absence.

Transportation Planning Committee – Ms. Barrott reported a meeting was held, but was unable to attend.

Staff Reports:

Controller's Report:

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Ms. Strasser reported we are keeping our expenses under budget.

Ms. Strasser reported much time this month was spent on submitting grant applications.

Ms. Strasser reported we are watching our cash flow. We're on target compared to what our cash flow projection had been for this time of the year.

Ms. Strasser stated she is working on year end reporting for NTD and quarterly reporting for PMTF and FTA.

Ms. Strasser is working on the health insurance plan.

Ms. Strasser asked for approval for the Record of Transmittals for March and the Interim Record of Transmittals for April 1-16, 2009. The Interim Record of Transmittals is high; \$471,000. We have some large expenditures such as excess worker's comp coverage and fuel which was \$102,000. Mr. Gottlieb made the motion, Mr. Hines seconded. Both Records of Transmittals were approved unanimously.

General Manager's Report:

Mr. Housden reported that Larry Buckel, manager of the office of transit-INDOT has formally requested the transfer from the FTA to our account of \$629,275 in JARC funds.

Mr. Housden reported we are preparing to go out for bid for fuel for 2010, 2011, and 2012. We will be asking for a cost plus firm fixed price.

Mr. Housden stated we have received a verbal commitment from Dan Avery to replace the \$50,000 we were planning on using to re-do the transportation development plan. It will be available after July 1.

Mr. Housden reported we are currently out to bid for a Guaranteed Energy Savings project contractor.

Mr. Housden stated we are waiting for the 15 day comment period to expire on the TIP amendment which will allow Dan Avery to transfer over the \$1.2 million in the CMAQ grant to us from federal highways and from the FTA which will in turn pay for the Campus Shuttle – which is now being called CampusLink.

Mr. Housden stated we have started a joint discussion with the Union and several insurance brokers regarding health insurance coverage and premiums.

Mr. Housden stated we are waiting for our final 5307 formula allocation funding publication in the public register.

Mr. Housden reported our two stimulus grants are waiting for congressional release. The Lugar grant is on hold pending publication of our final 5307 allocation.

Introduction and/or Adoption of Ordinances:

- a. **Resolutions: None**
- b. **Appropriations Ordinances: None**
- c. **General Ordinances: None**

Old Business: None.

New Business:

a. Liability Insurance Contact Approval

Mr. Murphy stated we will now have a discussion on the insurance issue; per the minutes of the Executive Committee Meeting read separately above. Mr. Housden stated one of our goals was to find some “gap” insurance. We are currently self-insured for all our liability connected with operation of the buses. Changes in Indiana state law has raised the limits to \$700,000/person, \$5 million per accident. We have \$450,000 in our self-insured fund. We felt it was proper and good business to find some excess insurance coverage. Through a broker we were able to find insurance that was everything we needed. The net cost is an additional \$26,336 per year with One Beacon. It limits our liability per individual to \$50,000 for the self-insured portion and \$5 million umbrella coverage. We are still clarifying the arrangements for an Errors and Omissions rider. This would be a rider which includes us making bad decisions and getting sued over that, this costs \$1,700. There is also a section which covers EEOC complaints. We have separate liability insurance that covers the board and Citilink as a corporation, and names McDonald Transit as an additional insured which costs us just short of \$80,000. We will be able to allow that to lapse and it will be included in this new policy. Mr. Logan added he feels the policy is a good policy. Ms. Barrott asked about their stability. Mr. Logan stated a lot of insurance companies have lost money. One Beacon lost a considerable amount of money last year, probably due to investments, but they are still an A rated firm. They’re not A++, but they are still rated excellent. They weren’t as strong as one of the other companies, but the premium was significantly lower. Our broker recommended them. They have a history of good earnings and being a solid company. Mr. Murphy complimented the whole staff on their work on this. There is a significant savings and it covers more.

Mr. Hines made the motion that the board ratify and approve the action of the Executive Committee taken April 2, 2009 authorizing the General Manager to bind (execute) the insurance coverage with One Beacon for transit bus liability and umbrella (general/auto) insurance at the quoted rate. Mr. Gottlieb seconded the motion. The motion passed unanimously.

b. Campus Shuttle Bus Order Approval (3 medium duty buses)

Mr. Housden asked for authorization from the board to order three medium duty buses for the Campuslink project as quickly as we have access to the ARRA funds. Ms. Kachmar added these are being ordered off of a previously awarded contract from another transit agency, known as “piggybacking”. Mr. Gottlieb made the motion, Ms. Barrott seconded. The motion passed unanimously.

Open Discussion by the Board:

Mr. Murphy stated one of his students at IPFW came to him and told him how wonderful it is going to be to have bus service. When Mr. Murphy asked her how she knew about it, she said it was on the radio.

Ms. Kachmar informed the board of the new newsletter and that one of our drivers, Winston Meriwether retired today after 23 years of service.

There being no further business, the meeting adjourned at 6:00PM.

Attest:

Frederick A. Lanahan
Chairman

Marvin Gottlieb
Secretary