

FORT WAYNE PUBLIC TRANSPORTATION CORPORATION

July 16, 2009

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

Directors Present: Mr. Fred Lanahan, Chair, Ms. Wendy Barrott, Mr. Nelson Costs, Mr. Marvin Gottlieb, Mr. Robert Murphy, and Mr. Paul Musson.

Directors Absent: Mr. Glynn Hines

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

Others Present: Mr. Denny Logan, Corporate Counsel, Mr. Jonathan Albright, Corporate Counsel, Mr. John Bartosiewicz, McDonald Transit, Mr. Ben Lanka, Journal Gazette, Mr. Mike Thomas, Citilink employee, and Mr. Quinchaun Lamb, Citilink employee.

Mr. Lanahan called for the roll call of members and then moved to the second item on the agenda which is a public hearing on Ordinance G-01-09: An Ordinance Concerning Transit Management Services to be provided to Fort Wayne Public Transportation Corporation/dba/Citilink. Mr. Lanahan deferred to Mr. Logan. Mr. Logan officially opened the public hearing. Mr. Logan reminded everyone that a resolution was passed at the last board meeting wherein the board of Citilink unanimously determined that McDonald Transit was the leading candidate for a management contract for transit management services starting January 1, 2010. Mr. Coats introduced the ordinance at the last meeting. Per board instruction, Mr. Logan and Mr. Coats have negotiated a management contract with McDonald Transit. It has been circulated to all board members by e-mail in advance of tonight's meeting. It is essentially an update from the existing contract Citilink has with McDonald Transit. It includes the fees for all 10 years. A public hearing is required prior to entering into a management contract. Mr. Logan had all the proper notices published per state statute. Mr. Logan gave the original documents to Ms. Cohodes to be included in the permanent record. Mr. Logan asked if any member of the public would like to address the board. There being none, Mr. Logan asked if there were any comments from members of the board. There being none, Mr. Logan asked if there were any questions or comments from representatives from McDonald Transit. Mr. John Bartosiewicz from McDonald Transit thanked the board for their support and looks forward to a continuing long, positive and successful relationship with the board. Mr. Logan closed the public hearing.

Mr. Lanahan then moved to the reading, correcting and approval of the minutes of previous meetings and other formal business. Mr. Lanahan asked if there were any additions or corrections to the minutes of the Regular Board meeting of June 11, 2009 and the Executive Committee Meeting of June 18, 2009. There being none, Mr. Lanahan asked for a motion to approve both sets of minutes. Ms. Barrott made the motion, Mr. Murphy seconded. Both sets of minutes were approved unanimously.

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

Board of Directors Committee Reports:

Finance Committee – Mr. Coats reported the finance committee met prior to the board meeting. The committee reviewed the budget which will be presented later in the meeting.

Operations Committee – None.

Board Meeting Minutes

July 16, 2009

Page 2

Personnel Committee – None.

Marketing Committee – None.

Capital Development Committee – None.

Legislative Committee – None.

Executive Committee – Mr. Lanahan stated the minutes are attached.

Transportation Planning Committee – Ms. Barrott reported the meeting was cancelled.

RFP Task Force – Mr. Coats reported the contract was circulated and comments solicited.

Staff Reports:

Controller's Report:

Ms. Strasser handed out the Interim Record of Transmittals for July 1-16, 2009.

Ms. Strasser reported the Triennial review is over. There were three findings; all related to the procurement area. These were very minor findings. It was a very good review.

Mr. Lanahan asked about check #06-06653 to EDM. Ms. Strasser answered that check is for the purchase of youth tickets to ride bus passes.

Mr. Lanahan asked for a motion to approve both Records of Transmittals. Mr. Gottlieb made the motion, Mr. Coats seconded. The motion to approve the Record of Transmittals for June, 2009 and the Interim Record of Transmittals for July 1-16, 2009 were approved unanimously.

General Manager's Report:

Mr. Housden reported that Ms. Strasser will be presenting the 2010 draft budget later in the meeting.

Mr. Housden stated the ATU contract negotiations are scheduled to begin August 11, 12, & 13th.

Mr. Housden reported CampusLink contracts have been finalized. There are many implementation items that Ms. Kachmar and the CampusLink implementation team is working on.

Mr. Housden reported on fuel bids. We received some non-responsive bids. Mr. Logan is working with staff to re-craft the fuel bid. It should go out in the next 10 days.

Mr. Housden reported we've been busy with some bus spec pieces and pre-construction meetings. Max Vincenzo is in California to meet on the three El Dorado vehicles we ordered for the CampusLink project. Mr. Housden reported we ordered the buses for CampusLink. They will cost \$162,000 each plus the on-board camera system. We haven't completely nailed down the cost of the graphics package. We're looking at about \$175,000 each. These will be funded by 100% federal stimulus money.

Mr. Housden reported he, Ms. Strasser and Ms. Cohodes have been working with the Union Executive board to review options on our medical insurance. There were meetings with three different brokers. They each gave independent pitches. Basically they all said the same thing. That's why there's a 15% increase on medical insurance included in the budget. We are hopeful that during the negotiation process we can find some common ground where we can reduce the cost of the medical insurance for the employees and save the company some money.

Mr. Housden stated we are working on finalizing the transportation development plan update. We have three dates: 22nd, 24th, and 26th of September where we will be doing on-board surveys.

Mr. Housden stated he will be asking for authorization for five Access buses. The bid we have previously was without the cost of the chassis. This will be through the Minnesota contract which remains the least expensive. We will be asking for permission to purchase five Access buses which will be funded by an 80/20 split out of 5307 federal formula funds and local funds. We will also be purchasing four replacement flex route buses with 100% federal stimulus funds. All the buses are Glaval buses and are built in Elkhart, IN.

Mr. Housden reported we ordered an update to the GFI system funded with 100% federal stimulus funds.

Mr. Housden stated the Tigger grant application is still pending. We've been in contact with Congressman Souder's office who has written a letter of support. We've been talking to Senator Lugar's office and with Marisol Simon at FTA Region 5.

Mr. Housden reported ridership is down about 14-15% for the year. A number of systems across the United States have the same numbers. It is likely a symptom of our economic times. Our last survey showed that over 51% of our riders were work related. We're also down in Access ridership. CampusLink should have a positive impact on our ridership.

Mr. Housden reported on the goals & objectives. Ridership is down. We will likely exceed our goal for encouraging Access passengers to use fixed route when they are able. On-time performance is getting better. Accident rates are better. We have met our goal for driver safety & defensive driving meetings. We will exceed our goal for meetings with the Union executive board. The maintenance area is on target. We met the goal or are close in all categories. We are watching the average miles per gallon for the fleet. All other areas are either at goal or near goal.

Introduction and/or Adoption of Ordinances:

a. Resolutions:

R-02-09: Robert Murphy Proclamation

A proclamation and plaque were presented to Mr. Murphy. Mr. Lanahan read the proclamation. A motion was made by Mr. Coats and seconded by Mr. Gottlieb to approve the Resolution. The motion passed unanimously. Mr. Lanahan read the plaque presented to Mr. Murphy.

b. Appropriations Ordinances: None

c. General Ordinances:

G-01-09: An Ordinance Concerning Transit Management Services to be provided to Fort Wayne Public Transportation Corporation/DBA/Citilink

Mr. Logan reminded the board this was read into the record last month at the board meeting. Mr. Logan asked Mr. Lanahan to read the resolution portion of the ordinance. Mr. Murphy moved to adopt the ordinance. Ms. Barrott seconded. The motion was approved unanimously. Mr. Logan asked Mr. Lanahan to have the board officially approve the contract. Mr. Coats made the motion, Mr. Musson seconded. The motion to approve the contract was approved unanimously.

Old Business: None.

New Business:

a. Introduction of 2010 Budget-Preliminary

Ms. Strasser asked if everyone has a copy of the updated 2010 budget. The main change is to allow some leeway should there be a change in the estimated average growth factor for local property taxes. We would advertise the full 5% allowable knowing that, when we actually present the budget for approval to the board, we will take into account the effect of the circuit breaker limitations; because that is going to be a reality. The budget reflects a 2% decrease from what was approved last year by the City Council. We have several areas where we have increased revenue estimates due to JARC funding we have received to reinstate ½ hour service in the peak hours on Routes 2 & 3. The CMAQ funding increase is for the CampusLink circulator and discount pass project. We reduced passenger fare revenue to reflect the decrease in ridership that we have experienced so far this year. Ms. Strasser stated the purpose of proposing this budget is to give authority to advertise it in the Fort Wayne papers, which we are required to do. The State Legislature previously stated we had to advertise by August 2 and August 10. They've extended that to September 2 and September 10. We have to send it to the County Council for review by September 2. They're planning on doing their review on September 9. We will present a revised final budget for approval at a later date. Mr. Logan stated a vote is not needed at this time; however, a move for introduction is needed. Mr. Coats made the move for introduction. Mr. Lanahan stated Ms. Strasser has the authority to go forward with the advertisement.

b. Bus Contract Award

Mr. Housden passed around Mr. Vincenzo's recommendation to approve a contract to purchase nine light duty buses from Hoglund Bus and Truck Company in Monticello, Minnesota. The state of Minnesota cooperative purchase agreement appears to be our best option at this time. Five vehicles will replace ACCESS paratransit buses that have met their useful life; the previously awarded contract defaulted. The cost will be right at \$80,000/bus and four vehicles that will replace flex route buses which will cost \$87,000/bus for a total contract award of \$748,000. Mr. Housden is requesting a motion to award the contract for nine light transit vehicles to Hoglund Bus and Truck Company, Monticello, MN. The buses are built in Elkhart, IN. Ms. Barrott made the motion, Mr. Murphy seconded. The motion passed unanimously.

Open Discussion by the Board:

Mr. Murphy stated his Citilink experience for nine years is probably one of the hardest things to give up as he moves to Colorado. Citilink has come a long way from where it used to be and he really hopes it will continue to do so. Mr. Murphy thanked everyone. Mr. Lanahan thanked Mr. Murphy for his service.

There being no further business, the meeting adjourned at 6:20PM.

Attest:

Frederick A. Lanahan
Chairman

Marvin Gottlieb
Secretary