Bloomington Public Transportation Corporation
130 West Grimes Lane, Bloomington, Indiana 47403
812.332.5688 Fax 812.332.3660

To: The BPTC Board of Directors
From: John Connell, General Manager
Date: January 19, 2024
Re: Board Meeting, Tuesday, January 23, 2024, 5:30 p.m.

Included below are your notes for the meeting of the Board of Directors set for Tuesday, January 23, 2024 at 5:30 p.m. in the Edward J. Kuntz Board Room, 130 W. Grimes Lane in Bloomington.

ACTION ITEMS

1. **Resolution 24-01 Carryover of 2023 Encumbered funds**
   Resolution 24-01 authorizes the carryover of $22,000,211 of 2023 encumbered funds to be appropriated to the 2024 budget. The carryover funds are for projects started in 2023 that will be completed during calendar year 2024. A list of 2023 encumbrances is included herein.

2. **Resolution 24-02 Execution of 2024 Indiana Department of Transportation – Public Mass Transit Fund Grant Agreement**
   INDOT has sent us our PMTF contract and our allocation amount for 2024. BPTC will receive $2,607,880 for 2024, the same amount as 2023. These funds will be primarily used for operating assistance for fixed route and BT Access services. Included in your packet is Resolution 24-02 which authorizes the Chair to execute the PMTF agreement with INDOT.

3. **Resolution 24-03 Approval of the Terms of Engagement with Faegre Drinker Biddle & Reath, LLP for lobbying services.**
   Fort Wayne Citi-Link and BPTC partnered on joint RFP for lobbying services. Citi-Link and BPTC determined Faegre Drinker was best suited to represent both agencies in our lobbying efforts. The total fee for engagement of service is $50,000. The following firms also submitted proposals:
   - The Ferguson Group
   - Hornedo Strategies
   - Ice Miller Strategies
   - Barnes & Thornburg LLP
   - Krieg Devault

AGENDA

Bloomington Public Transportation Corporation (BPTC)

Tuesday, January 24, 2024

130 W. Grimes Lane, Bloomington, IN 47403

Conference Room, 5:30 P.M

The January 24, 2024 Board meeting will be a hybrid meeting with the ability for Board members and/or the public to attend the meeting in-person or virtually at the link below:

Join Zoom Meeting
https://us02web.zoom.us/j/87251865839?pwd=Q1R5SkpDdy91U2hJcGpDQXZqNENLQT09

Meeting ID: 872 5186 5839
Passcode: 375508

PUBLIC MEETING **01/24/2024**

I. ROLL CALL

II. OLD BUSINESS - None

III. APPROVAL OF MINUTES – December 19, 2023

IV. NEW BUSINESS – ACTION ITEMS

1. Resolution 24-01; a resolution authorizing the encumbrance of funds from Calendar Year 2023 to 2024 budget.

2. Resolution 24-02; a resolution authorizing the BPTC Chair to execute a grant agreement for 2024 with the Indiana Department of Transportation for financial assistance through the Public Mass Transportation Fund under I.C. 8-9.5-6-4

3. Resolution 24 -03; a resolution approving Terms of Engagement with Faegre Drinker Biddle & Reath, LLP, for lobbying services.

V. MANAGER & STAFF REPORTS

1. PROJECT UPDATES – John Connell

- CAD/ AVL update -- ETA
- Micro-Transit / Paratransit Dispatch software update- Ride Company
- Fare Collection Equipment Project – Cubic
- Property Acquisition --Hanson Professional Services

- SB 52, Prohibiting Bus only lanes

2. DECEMBER OPERATING STATISTICS – Shelley Strimaitis

3. DECEMBER FINANCIAL REPORT -- Christa Browning

4. DECEMBER PERSONNEL REPORT – Brenda Underwood

VI. APPROVAL OF CLAIMS

VII. COMMENTS FROM THE PUBLIC

VIII. COMMENTS FROM BOARD MEMBERS

IX. ADJOURNMENT – NEXT MEETING: February 20, 2024.

RESOLUTION 24-01

A RESOLUTION AUTHORIZING THE ENCUMBRANCE OF APPROPRIATIONS FROM THE CALENDAR YEAR 2023 BUDGET

WHEREAS, the Bloomington Public Transportation Corporation has carryover of 2023 appropriations for committed or contractual obligations that will not be paid until after January 1st of 2024, and

WHEREAS, appropriations are available from Budget Class III-Professional Services and Charges, and Budget Class IV-Capital Outlays, for committed and contractual obligations.

NOW THEREFORE, BE IT RESOLVED: The Bloomington Public Transportation Corporation Board of Directors directs the Controller to encumber appropriations into the Calendar Year 2024 budget to reflect the following:

Budget Class III – Professional Services and Charges	818,624
Budget Class IV- Capital Outlays	21,181,587
TOTAL	**$22,000,211**

APPROVE:

James McLary, Chairman
Bloomington Public Transportation Corporation

ATTEST:

Nancy Obermeyer, Secretary
Bloomington Public Transportation Corporation

Approved the 23rd day of January, 2024.

2024 Encumbrances

						Budget Lines
Bus/Pass Equipment						
ETA - CAD/AVL		961,354	5635/900	4405/100 4365/100	600,000 361,354	2,670,964
RideCo-Mircrotransit platform		303,360	5635/900	4365/100	303,360	
Cubic-Fare collection		1,406,250	5635/900	4405/100 4365/100	1,125,000 281,250	
Motor Equipment						18,510,623
16 40' Battery Electric Gillig Electric Buses		15,944,244	5645/900	4405/100 4365/100	12,755,395 3,188,849	
Midwest Transit-1 lg Van; 3 small vans		793,402	5645/900	4405/100 4365/100	678,697 114,705	
ChargePoint		1,772,977	5645/900	4405/100 4365/100	1,418,382 354,595	
Total Capital-Class IV	**21,181,587**					
Other Professional						
IDS-Advertising		3,951	5345/100	4365/100	3,951	818,624
Remix-Annual due		37,000	5345/100	4365/100	37,000	
Hanson-Real Estate study		250,000	5345/100	4415/100 4365/100	37,393 212,607	
Left Turn Right Turn - IT services		51,358	5345/100	4365/100	51,358	
Foursquare-Green Line study		473,034	5345/100	4365/100	473,034	
SociallyUP		3,281	5345/100	4365/100	3,281	
Total Other Professional - Class III	**818,624**					
TOTALS		**22,000,211**			**22,000,211**	**22,000,211**

RESOLUTION 24-02

A resolution authorizing the BPTC Chair to execute a grant agreement for 2024 with the Indiana Department of Transportation for financial assistance through the Public Mass Transportation Fund under I.C. 8-9.5-6-4.

WHEREAS, the Indiana Department of Transportation (INDOT) has been delegated authority to award financial assistance through the Public Mass Transportation Fund (PMTF) to eligible applicants such as BPTC for transportation project(s); and

WHEREAS, the grant or cooperative agreement for PMTF financial assistance imposes certain obligations upon the BPTC, and requires the BPTC to provide the local share of the project cost; and

WHEREAS, the BPTC has or will provide all annual certifications and assurances to the Indiana Department of Transportation required for the project;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Directors of the Bloomington Public Transportation Corporation (BPTC):

1. That James McLary, Chair of the Board of Directors of the BPTC, is authorized to execute grant agreements for PMTF assistance for 2024 on behalf of the grantee, Bloomington Public Transportation Corporation, with the Indiana Department of Transportation for PMTF assistance authorized by I.C. 8-9.5-6-4; and

2. That James McLary, Chair of the Board of Directors of the BPTC, is authorized to execute with its grant agreements the annual certifications and assurances and other documents the Indiana Department of Transportation requires before awarding a PMTF assistance grant or cooperative agreement.

CERTIFICATION

The undersigned duly qualified Secretary of the Board of Directors of the BPTC, acting on behalf of the Bloomington Public Transportation Corporation, certifies that the foregoing is a true and correct copy of a resolution adopted at a legally convened meeting of the Bloomington Public Transportation Corporation held on January 23, 2024.

APPROVE:

_____1-23-24
James McLary
Chair
Bloomington Public
Transportation Corporation

ATTEST:

_____1-23-24
Nancy Obermeyer
Secretary
Bloomington Public
Transportation Corporation

Approved the _____day of_____2024

RESOLUTION 24-03

A resolution approving the Terms of Engagement for Lobbying Services.

WHEREAS, under Indiana Code 5-22-9-1, the Bloomington Public Transportation Corporation (BPTC) has determined that the use of competitive sealed bidding is not practicable nor advantageous for the procurement of professional services as there are several criteria that should be considered in such a procurement of services including approach, key personnel and credentials, and

WHEREAS, the BPTC partnered with Citi-Link on a joint procurement for professional lobbying services from interested and qualified transit lobbying firms; and

WHEREAS, the BPTC General Manager, reviewed and evaluated proposals received from interested consulting firms and has determined that the firm of Faegre Drinker Biddle & Reath, LLP, is the best and most advantageous firm for the BPTC to use for lobbying services; and

NOW THEREFORE, BE IT RESOLVED: The BPTC Board of Directors authorizes the execution of the Terms of Engagement with Faegre Drinker Biddle & Reath, LLP in the amount not to exceed $50,000.00 for professional services.

APPROVE:

_____ 1-24-24
James McLary, Secretary
Bloomington Public Transportation Corporation

ATTEST:

_____ 1-24-24
Nancy Obermeyer, Chair
Bloomington Public Transportation Corporation

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December 20, 2023

John Connell
General Manager Via email at johnconnell@bloomingtontransit.com
Bloomington Public Transportation Corporation
130 W. Grimes Lane
Bloomington, IN 47403

RE: Engagement Letter

Dear Mr. Connell:

Thank you for asking Faegre Drinker Biddle & Reath LLP (the "Firm") to represent Bloomington Public Transportation Corporation (the "Company" or "you"). This letter will confirm the terms of our engagement.

1. Client and Scope of Representation. We will represent the Company in connection with Governmental Affairs services in the State of Indiana and such other matters as we may mutually agree. In this engagement, we are not representing others, including your parent or other owners, investors, subsidiaries, or other affiliates, or your directors, officers, or employees. If we represent the Company in other matters, this letter will apply unless we otherwise agree in writing.

2. Fees. Our fees for purposes of this engagement will be $50,000.00 per year, beginning January 1, 2024. We will bill you monthly in the amount of $4,166.66 for 12 months. Unless this engagement is terminated pursuant to Section 6 of this engagement, fees for services beyond the first year of this engagement shall be subject to the mutual agreement of the Firm and the Company.

3. Expenses and Disbursements. We will bill the Company for certain disbursements and expenses that we incur on your behalf. Expenses may include charges for international telephone calls, photocopying, computerized research, database management, mass mailings, and express delivery. The amounts we charge generally reflect our actual direct and indirect costs, but some amounts may be more or less than our actual costs. Disbursements may include travel expenses, filing and other fees, and bills rendered to the Firm by third-party service providers. In the case of certain expenditures on your behalf, we may send bills from third-party service providers to you for direct payment.

4. Invoices. We will provide invoices to you monthly. Each invoice will include a description of the services performed and a description of any expenses and disbursements incurred by us on your behalf for which we expect reimbursement. Payment of our invoices is

due within thirty (30) days of the invoice date. Please contact me if you have questions about any ofthem.

5. Standard Terms of Engagement. The Standard Terms of Engagement ("Standard Terms") attached to this letter are incorporated herein. Where the terms and conditions of this letter and the Standard Terms differ, this letter shall control. In particular, the Standard Terms include:

(a) An agreement to arbitrate all disputes, which affects your rights. Disputes in arbitration are resolved without a jury and with less discovery and less appellate review than a court proceeding; and

(b) Your agreement to our future representation of other clients who may have interests adverse to you in unrelated matters.

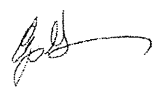
6. Conclusion of Representation. Either you or the Firm may terminate this engagement at any time, with or without cause, and without further obligation by either you or us (other than our obligation to return to you any unused advance balance and any documents or other property you sent us and then in our possession and, if we are then representing you in any litigation, any obligation that may be imposed by rules of the court in which the litigation is then pending, and your obligation to pay us the unpaid balance of any billed or unbilled fees and disbursements and expenses that are then accrued). Our representation of you will end in any event and without further notice upon the earlier of (a) our completion of all matters on which we have been engaged or (b) whenever there is no outstanding request from you for legal services and one year has elapsed since our last recorded work for you.

7. Entire Agreement and Miscellaneous. You and we understand that this letter, including the Standard Terms of Engagement and any other attachments, constitutes the entire agreement pertaining to the engagement of the Firm by you, and that it shall not be modified by any policies, procedures, guidelines or correspondence from you or your representative or a referral organization unless agreed to in writing by the Firm. Acknowledgements in an electronic billing system shall not be deemed an agreement by the Firm of the acceptance of any such policy, procedure, guidelines or correspondence.

***8.* E-Verify.** We understand that, pursuant to I.C. 22-5-1.7-11, the Firm is required to enroll in the E-Verify Program and verify the work eligibility status of all newly hired employees. This requirement shall only be effective so long as the E-Verify Program remains in existence. Further, the Firm shall sign an affidavit affirming that it does not knowingly employ an unauthorized alien. If the Firm uses a subcontractor to provide services, it shall comply with I.C.22-5-1.7-15.

By telling us to proceed, you agree that this letter, together with the attached Standard Terms will govern our relationship. For the sake of good order, however, we request that you countersign and return to us the enclosed copy of this letter.

Very truly yours,



Chip Garver

CG/llg
Attachment (Standard Terms of Engagement)

ACKNOWLEDGED and AGREED TO

this _____ day of January, 2024.

Bloomington Public Transportation Corporation

By:_____
John Connell
General Manager

Standard Terms of Engagement

1. ***Budgets and Estimates***. It is impractical to determine in advance the amount of effort required to complete work on a matter or the total amount of fees and costs that may be incurred. Any estimates or budgets provided are not intended to be binding, are subject to unforeseen circumstances and adjustments, and by their nature are inexact.

2. ***Accuracy of Information***. Our ability to represent you depends on your cooperation and the accuracy and completeness of the information you provide to us. You agree to furnish us throughout our engagement all information that we deem necessary to perform the services described in our engagement letter, including informing us of all persons and entities that are or may become involved in the matter so that we may conduct a conflicts check. You agree to review all documents provided by us for their accuracy and completeness before any use thereof.

3. ***Other Clients***. The Firm represents clients in various industries, sectors and businesses around the world. The Firm's representation of you shall not preclude the Firm from representing either existing or future clients that are involved in the same industries, sectors or businesses in which you are involved or in any other sector, business or industry.

4. ***Advance Consent to Future Conflict Matters***. It is possible that, from time to time, we may be asked to represent other clients (a) in disputes or transactions in which our other clients' interests are directly or indirectly adverse to your interests, or (b) in matters which otherwise present a conflict of interest under applicable Rules of Professional Conduct governing the legal profession (collectively, "Future Conflict Matters"). We will not act as plaintiff's counsel in litigation or arbitration against a current client ("Litigation Against You"). However, in recognition of our need to serve the interests of our many clients, and as a condition of our accepting you as a client, **this confirms your agreement and consent that the Firm may, without further notice to you, represent other clients in Future Conflict Matters (except Litigation Against You) so long as those matters are <u>not substantially related</u> to any matter in which we are acting or have acted as your legal counsel.** (Matters are "substantially related" if they involve the same transaction or legal dispute, or if there otherwise is a substantial risk that confidential, factual information obtained in the course of representing one client would materially advance another client's position against that client.)

5. ***Examples of Matters Covered by the Advance Consent to Future Conflict Matters***. The following are examples of the types of Future Conflict Matters in which you are consenting that we may be adverse to you:

a. Transactional matters to which you are a party, such as contract negotiation and documentation, real estate transactions, financing transactions (including leases, loan originations and workouts), and mergers and acquisitions;

b. Intellectual property matters such as providing evaluations, constructions or opinions on infringement, enforceability or validity that might involve your intellectual property or technology;

c. Bankruptcies, receiverships and other insolvency proceedings in which you are an interested party, including representations of debtors, trustees, receivers, committees or other creditors in matters where you are a creditor or other interested person;

d. Representation of defendants or third parties in litigation or arbitration matters in which you are a plaintiff, co-defendant or third-party plaintiff, including defense of claims, cross-claims or third-party claims you are asserting, and prosecution of counterclaims or cross-claims against you; and

e. Representation of non-parties (such as witnesses or subpoena recipients) in litigation or arbitrations to which you are a party, and representation of parties in litigation or arbitration in which you are a non-party witness or subpoena recipient.

6. ***Work Product***. All client supplied materials, correspondence with you or with third parties and all attorney end-product are your property. Except to the extent provided by applicable Rules of Professional Conduct or other law, all other materials and documents are attorney file materials and are Firm property.

7. ***No Duty to Update After Completion***. You are engaging the Firm to provide legal services in connection with a specific matter. After completion of the matter, changes may occur in applicable laws or regulations that could have an impact on your rights and liabilities. Unless you engage the Firm after the matter's completion to provide additional advice or representation on issues arising from the matter, we have no continuing obligation to advise you as to future developments.

8. ***Records Retention.*** Unless you request in writing that we deliver files and records for a matter to you (or transfer the files to other counsel) within ten years after our involvement in the matter has ended, we will have no obligation to retain the files, and we may destroy them without further notice to you.

9. ***Governing Law***. Except as may otherwise be required pursuant to the applicable Rules of Professional Conduct or law, all questions arising under or involving this

engagement or concerning rights and duties between us will be governed by the laws of the State of Delaware (excluding choice of law provisions).

10. ***Agreement to Arbitrate.*** All Disputes (as defined below) shall be resolved through individual binding arbitration. In arbitration, there is no judge or jury and there is less discovery and less appellate review than in a proceeding in a court. In addition, by agreeing to arbitrate, both you and the Firm are agreeing to waive the right to a jury trial. For the purposes of this section, a "Dispute" is defined as any controversy or claim, whether in tort, contract, or otherwise, arising out of or relating to the relationship between you and your Arbitration Parties and the Firm and its Arbitration Parties or the services provided or the fees charged by the Firm or its Arbitration Parties. A Dispute, however, does not include (i) any issues relating to the existence, scope, validity, or enforceability of this arbitration provision or (ii) any controversy or claim relating to fees charged that a Client Arbitration Party elects to resolve pursuant to an applicable jurisdiction's optional fee dispute arbitration or mediation process (information on these processes can be provided upon request). Arbitration Parties are defined as a party's affiliates, successors, owners, partners, principals, attorneys, officers, directors or employees.

11. ***Arbitration Procedures***. The arbitration shall be governed by the Federal Arbitration Act, 9 U.S.C. §§ 1 et seq., and conducted, except as otherwise agreed in writing, in accordance with either (i) the American Arbitration Association ("AAA") pursuant to its Commercial Arbitration Rules if you are located in the United States or (ii) the International Institute for Conflict Prevention and Resolution Rules for Non Administered Arbitration if you are located in a jurisdiction other than the United States. The arbitration shall be conducted before a panel of three neutral arbitrators and shall be commenced and held in the city and state in which the lawyer who has primary responsibility for your matter has his or her principal office. All aspects of the arbitration, including the fact that there is an arbitration proceeding, shall be treated as confidential and neither the parties nor the arbitrators may disclose the content or results of the arbitration, except as necessary to comply with legal or regulatory requirements, including as may be necessary or desirable to enforce the decision of the arbitrators. The result of the arbitration shall be binding on the parties and judgment on the arbitrators' award may be entered in any court having jurisdiction. **By agreeing to arbitrate, you also waive the right to prosecute or participate in a class action, collective action, or other representative action.** This class action waiver is a material and essential part of and cannot be severed from this arbitration provision.

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12. ***Waiver of Jury Trial***. **You waive any right you may have to a trial by jury of any dispute arising under or relating in any way to the engagement letter, these Standard Terms of Engagement or the Firm's services.**

13. ***Independent Advice***. You have been afforded the full opportunity to review the engagement letter and these standard terms and to seek the advice of independent counsel.

14. ***Fee Arbitration – New York Only***. If a dispute arises between us relating to our fees, you have the right to arbitration of the dispute pursuant to Part 137 of the Rules of the Chief Administrator of the Courts in New York, a copy of which will be provided to you upon request.

15. ***Public Identification of Client***. The Firm sometimes identifies clients in presentation to prospective clients or in various public communications, including press releases, our website, and other publications used to describe our Firm, our lawyers and our capabilities, and to clear conflicts. In connection with and as a part of such communications, we sometimes describe the nature of work done for particular clients. If you do not wish for the Firm to reveal your name and the nature of the Firm's work for you, please notify us in writing.

16. ***Client Representations***. You represent and warrant that (1) you are not, and you are not owned more than 50% by any party or combination of parties, named on the "List of Specially Designated Nationals and Blocked Persons" ("SDN List") maintained by the U.S. Department of the Treasury's Office of Foreign Assets Control ("OFAC") or any other list inclusion on which would prohibit or restrict the Firm from transacting business with you or that would prohibit you from making payment of amounts owed to the Firm without authorization from the U.S. Government; (2) you are not, and you are not owned more than 50% by any party or combination of parties, subject to any other sanctions programs administered by OFAC such as, but not limited to, the List of non-SDN Menu-Based Sanctions ("Non-SDN MBS"), or by individuals normally resident in or entities incorporated to do business in countries or geographic regions subject to comprehensive geographic sanctions administered and enforced by OFAC ("Embargoed Jurisdictions"). Such Embargoed Jurisdictions may include the following countries and geographic regions: Cuba, Iran, North Korea, Syria, and the Crimean Region of the Ukraine, the so-called Donetsk People's Republic and the Luhansk People's Republic region in Ukraine), and are subject to change from time to time; (3) you are in material compliance with all applicable laws and regulations relating to the prevention of money laundering and the financing of terrorism; and (4) you will not cause the Firm to violate any laws or regulations administered or enforced by OFAC. In the event you are or become in breach of any of the foregoing representations and warranties during the period of this engagement, you will immediately notify the Firm and said breach will constitute cause for the Firm to terminate this engagement immediately and without prior notice.

Bloomington Public Transportation Corporation
Monthly Statistics and Performance Indicators

Safety	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Accidents													
Fixed Route													
2023 Collision Accidents	6	4	6	5	5	6	2	4	9	6	8	5	66
2022 Collision Accidents	13	4	2	4	4	1	2	10	2	4	4	2	52
2022-2023 Change	-7	0	4	1	1	5	0	-6	7	2	4	3	14
2023 Collision Rate (Per 100k mi)	7.59	5.16	7.14	6.15	6.72	8.95	3.13	5.22	10.83	7.15	9.56	7.54	7.17
2022 Collision Rate (Per 100k mi)	16.98	5.35	2.38	5.07	5.74	1.45	3.08	12.33	2.48	5.08	5.27	2.76	5.73
Fixed Route													
2023 Preventable Accidents	3	1	1	4	4	3	2	3	4	3	4	2	34
2022 Preventable Accidents	8	4	1	3	3	0	0	6	1	0	2	2	30
2022-2023 Change	-5	-3	0	1	1	3	2	-3	3	3	2	0	4
2023 Preventables Rate (Per 100k mi)	3.79	1.29	1.19	4.92	5.38	4.48	3.13	3.91	4.81	3.58	4.78	3.02	3.69
2022 Preventables Rate (Per 100k mi)	10.45	5.35	1.19	3.80	4.30	-	-	7.40	1.24	-	2.64	2.76	3.31
BT Access													
2023 Collision Accidents	1	1	0	0	0	0	1	0	0	1	0	0	4
2022 Collision Accidents	1	1	1	0	1	0	0	1	0	0	0	0	5
2022-2023 Change	0	0	-1	0	-1	0	1	-1	0	1	0	0	-1
2023 Collision Rate (Per 100k mi)	11.11	9.22	-	-	-	-	9.64	-	-	6.98	-	-	2.95
2022 Collision Rate (Per 100k mi)	0.00	0.00	0.00	-	0.00	-	-	0.00	-	-	-	-	0.00
BT Access													
2023 Preventable Accidents	1	1	0	0	0	0	0	0	0	0	0	0	2
2022 Preventable Accidents	0	0	0	0	1	0	0	1	0	0	0	0	2
2022-2023 Change	1	1	0	0	-1	0	0	-1	0	0	0	0	0
2023 Preventables Rate (Per 100k mi)	11.11	9.22	-	-	-	-	-	-	-	-	-	-	1.47
2022 Preventables Rate (Per 100k mi)	-	-	-	-	0.00	-	-	0.00	-	-	-	-	0.00
Roadcalls													
Fixed Route													
2023 Roadcalls	2	5	4	3	2	3	0	0	4	7	9	9	48
2022 Roadcalls	13	10	4	0	8	5	7	5	2	8	9	7	78
2022-2023 Change	-11	-5	0	3	-6	-2	-7	-5	2	-1	0	2	-30
2023 Roadcalls (Per 100k mi)	2.53	6.45	4.76	3.69	2.69	4.48	-	-	4.81	8.35	10.76	13.57	5.21
2022 Roadcalls (Per 100k mi)	16.98	13.36	4.76	-	11.47	7.24	10.78	6.17	2.48	10.15	11.86	9.65	8.60
BT Access													
2023 Roadcalls	0	0	0	0	0	0	0	0	0	0	1	0	1
2022 Roadcalls	0	1	0	0	0	0	0	0	0	0	0	0	1
2022-2023 Change	0	-1	0	0	0	0	0	0	0	0	1	0	0
2023 Roadcalls (Per 100k mi)	-	-	-	-	-	-	-	-	-	-	7.20	-	0.74
2022 Roadcalls (Per 100k mi)	-	14.35	-	-	-	-	-	-	-	-	-	-	1.03

Bloomington Public Transportation Corporation
Monthly Statistics and Performance Indicators

Ridership	January	February	March	April	May	June	July	August	September	October	November	December	YTD Total
Fixed Route													
2023 Passenger Trips	205,533	240,684	216,939	229,627	103,216	86,058	83,248	230,965	306,195	315,137	255,040	151,215	2,423,857
2022 Passenger Trips	151,967	170,221	174,265	177,476	81,871	75,301	67,547	178,423	262,200	245,874	209,554	137,075	1,931,774
2022-2023 Change	53,566	70,463	42,674	52,151	21,345	10,757	15,701	52,542	43,995	69,263	45,486	14,140	492,083
2022-2023 Percent Change	35%	41%	24%	29%	26%	14%	23%	29%	17%	28%	22%	10%	25%
2023 Revenue Hours	7,268	7,246	7,739	7,576	6,789	6,361	6,051	6,302	8,172	8,379	8,347	6,550	86,780
2022 Revenue Hours	7,283	7,242	7,966	7,624	6,455	6,285	5,625	7,317	7,680	7,535	7,205	6,687	84,904
2023 Passengers Per Rev Hour	28.28	33.22	28.03	30.31	15.20	13.53	13.76	36.65	37.47	37.61	30.55	23.09	27.93
2022 Passengers Per Rev Hour	20.87	23.50	21.88	23.28	12.68	11.98	12.01	24.38	34.14	32.63	29.08	20.50	22.75
2023 Revenue Miles	79,100	77,477	83,994	81,278	74,370	67,027	63,872	76,681	83,093	83,869	83,663	66,310	920,734
2022 Revenue Miles	76,542	74,832	84,105	78,922	69,744	69,031	64,934	81,072	80,607	78,810	75,859	72,528	906,986
2023 Passengers Per Rev Mile	2.60	3.11	2.58	2.83	1.39	1.28	1.30	3.01	3.68	3.76	3.05	2.28	2.63
2022 Passengers Per Rev Mile	1.99	2.27	2.07	2.25	1.17	1.09	1.04	2.20	3.25	3.12	2.76	1.89	2.13
BT Access													
2023 Passenger Trips	2,282	2,273	2,491	2,444	2,553	2,444	2,486	3,093	2,623	2,771	2,520	2,319	30,299
2022 Passenger Trips	1,739	1,656	1,995	1,961	2,014	1,924	1,739	2,185	2,043	2,096	2,052	1,923	23,327
2022-2023 Change	543	617	496	483	539	520	747	908	580	675	468	396	6,972
2022-2023 Percent Change	31%	37%	25%	25%	27%	27%	43%	42%	28%	32%	23%	21%	30%
2023 Revenue Hours	926	872	969	1,003	1,088	999	1,030	1,268	966	1,065	975	1,051	12,212
2022 Revenue Hours	781	745	881	859	839	832	781	979	874	924	819	784	10,098
2023 Passengers Per Rev Hour	2.46	2.61	2.57	2.44	2.35	2.45	2.41	2.44	2.72	2.60	2.58	2.21	2.48
2022 Passengers Per Rev Hour	2.23	2.22	2.26	2.28	2.40	2.31	2.23	2.23	2.34	2.27	2.51	2.45	2.31
2023 Revenue Miles	9,002	10,850	9,777	9,744	9,921	9,973	10,377	12,210	12,619	14,329	13,881	13,047	135,730
2022 Revenue Miles	7,501	6,967	8,183	8,054	8,258	7,696	7,501	9,524	7,834	8,599	8,132	8,554	96,803
2023 Passengers Per Rev Mile	0.25	0.21	0.25	0.25	0.26	0.25	0.24	0.25	0.21	0.19	0.18	0.18	0.22
2022 Passengers Per Rev Mile	0.23	0.24	0.24	0.24	0.24	0.25	0.23	0.23	0.26	0.24	0.25	0.22	0.24
Total Ridership													
2023 Passenger Trips	207,815	242,957	219,430	232,071	105,769	88,502	85,734	234,058	308,818	317,908	257,560	153,534	2,454,156
2022 Passenger Trips	153,706	171,877	176,260	179,437	83,885	77,225	69,286	180,608	264,243	247,970	211,606	138,998	1,955,101
2022-2023 Change	54,109	71,080	43,170	52,634	21,884	11,277	16,448	53,450	44,575	69,938	45,954	14,536	499,055
2022-2023 Percent Change	35%	41%	24%	29%	26%	15%	24%	30%	17%	28%	22%	10%	26%

Monthly Management Report 2023

Bloomington Public Transportation Corporation

Monthly Statistics and Performance Indicators

Fixed Route:

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Total Passengers	205,533	240,684	216,939	229,627	103,216	86,058	83,248	230,965	306,195	315,137	255,040	151,215	2,423,857
Revenue Miles	79,100	77,477	83,994	81,278	74,370	67,027	63,872	76,681	83,093	83,869	83,663	66,310	920,734
Total Miles	82,359	80,496	86,547	84,481	76,189	69,343	66,142	79,705	86,809	87,949	87,452	69,089	956,562
Revenue Hours	7,268	7,246	7,739	7,576	6,789	6,361	6,051	6,302	8,172	8,379	8,347	6,550	86,779
Total Hours	7,544	7,463	7,933	7,808	6,932	6,538	6,224	6,472	8,419	8,633	8,576	6,722	89,265
**Revenue*	$170,717.84	$ 74,048.86	$ 173,120.35	$182,462.27	$ 4,054,669.90	$ 36,541.61	$168,249.14	$ 156,821.95	$ 381,663	$ 174,325	$ 183,959	$ 188,533	$ 5,945,113
Road Calls	2	5	4	3	2	3	0	0	4	7	9	9	48
Collision Accidents	6	4	6	5	5	6	2	4	9	6	8	5	66
On Time Performance	69.2%	71.3%	71.9%	72.1%	73.6%	79.7%	79.9%	64.6%	63.4%	62.8%	65.3%	70.4%	70.3%
PM Inspection OT %	100.00%	100.00%	100.0%	100.0%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%	100.00%

Paratransit:

	January	February	March	April	May	June	July	August	September	October	November	December	YTD
Total Passengers	2,282	2,273	2,491	2,444	2,553	2,444	2,486	3,093	2,623	2,771	2,520	2,319	30,299
Revenue Miles	9,002	10,850	9,777	9,744	9,921	9,973	10,377	12,210	12,619	14,329	13,881	13,047	135,730
Total Miles	10,186	11,504	10,353	10,331	10,703	10,929	11,527	13,024	13,200	15,115	14,564	13,758	145,195
Revenue Hours	926	872	969	1,003	1,088	999	1,030	1,268	966	1,065	975	1,051	12,212
Total Hours	981	992	1,069	1,095	1,210	1,115	1,167	1,556	1,164	1,283	1,136	1,184	13,952
Revenue	$2,574.75	$4,373.55	$4,448.11	$3,947.88	$4,397.85	$4,163.88	$4,896.05	$4,985.75	$4,625	$5,035	$4,204	$5,374	$ 53,025.60
Road Calls	0	0	0	0	0	0	0	0	0	0	1	0	1
Collision Accidents	1	1	0	0	0	0	1	0	0	1	0	0	4
On Time Performance	91.7%	95.5%	96.8%	96.7%	98.1%	97.9%	96.4%	95.7%	95.0%	94.8%	94.7%	95.0%	95.7%
PM Inspection OT %	100.00%	100.00%	n/a	100.00%	100.00%	100.00%	100.00%	100%	100.00%	100.00%	100.00%	100.00%	100.0%
Trip Denials	0	0	0	0	0	1	0	0	0	0	0	0	1
Missed Trips	3	1	1	2	1	2	3	4	2	2	0	0	21
Excessive Long Trips	3	2	3	2	1	2	3	10	14	11	13	4	68

***Receipt of COB LIT funds in May 2023**

BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
FINANCIAL NARRATIVE FOR THE MONTH ENDING
DECEMBER 31, 2023

Operating Expenses

Operating expenses for December totaled $926,521 bringing year-to-date operating expenses to $10,134,392. Salary and Fringe benefits expense for December were $431,957. This represents a decrease from November due to the timing of payrolls and payroll accruals. Materials and Supplies for December were $193,823. This represents an increase from November contributed to the timing of parts and supplies purchased and their usage and end of the year accruals. Services and Utilities expense for the month totaled $300,741. This represents an increase from November. This increase is due to end of year accruals which include November and December from Uber, Lyft, and Left Turn Right Turn. BT ended the year under budget by 22% with a grand total operating expenses for 2023 at $10,134,392.

Operating Revenues

Operating Revenues for 2023 totaled $12,948,361 yielding a 2023 operating gain of $2,813,969.

Capital Expenditures

There were no major capital expenditures during December.

Operating Cash Balance

December 31, 2023	December 31, 2022	Change
$15,780,269	$12,720,721	$3,059,548 increase

Self - Insurance Fund

Medical monthly administrative fees and claims for December were $154.

Self-Insurance Cash Balance

December 31, 2023	December 31, 2022	Change
$270,584	$272,089	$1,505 decrease

BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
SUMMARY OF REVENUES AND EXPENSES
FOR THE PERIOD ENDED DECEMBER 31, 2023

	MONTH ENDING 12/31/2023	PERCENT OF ANNUAL BUDGET	YTD	ANNUAL BUDGET PLUS ENCUMBRANCES/ ADD'L APPROP.	PERCENT OF ANNUAL BUDGET USED
Operating Expenses:					
Salary and Fringe Benefits	$ 431,957	6%	$ 6,525,390	7,591,610	86%
Materials and Supplies	193,823	9%	1,400,388	2,065,211	68%
Services and Utilities	300,741	9%	2,208,614	3,348,019	66%
Total Operating Expenses	926,521	7%	10,134,392	13,004,840	78%
Operating Revenues:					
Local Tax Revenue	177,274	3%	2,236,133	6,045,281	37%
Fare Revenue	194,821	9%	5,951,610	2,061,412	289%
Other Locally Derived Revenue	104,847	2%	911,687	4,985,474	18%
	476,941	4%	9,099,430	13,092,167	70%
Federal Operating Grants	237,051	9%	1,241,051	2,538,517	49%
State Operating Grants (PMTF)	-	0%	2,607,880	2,607,880	100%
Total Operating Revenues	713,992		12,948,361	18,238,564	
Operating Gain/(Loss)	(212,529)		2,813,969		
Federal Capital Grants	23,921	#DIV/0!	280,569	20,983,141	#DIV/0!
State Capital Grants	-	0%	-	-	0%
Transfer from Capital Reserve	-	0%	-	-	0%
Revenue from Capital Grants/Reserve	23,921	#DIV/0!	280,569	-	#DIV/0!
Capital Expenditures:	11,650	0%	336,756	26,216,765	1%
Capital Gain/(Loss)	12,271		(56,187)		
Net Gain/(Loss)	(200,258)		2,757,782		

BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION
COMPARATIVE SUMMARY OF REVENUES AND EXPENSES
FOR THE PERIODS ENDED DECEMBER 2022 AND 2023

	MONTH ENDING 12/31/2023	MONTH ENDING 12/31/2022	% CHANGE	YTD 12/31/2023	YTD 12/31/2022	% CHANGE
Operating Expenses:						
Salary and Fringe Benefits	$ 431,957	$788,099	-45%	$ 6,525,390	$5,966,122	9%
Materials and Supplies	193,823	49,834	289%	1,400,388	1,288,411	9%
Services and Utilities	300,741	241,198	25%	2,208,614	1,535,987	44%
Total Operating Expenses	926,521	1,079,131	-14%	10,134,392	8,790,520	15%
Operating Revenues:						
Local Tax Revenue	177,274	160,448	10%	2,236,133	2,148,114	4%
Fare Revenue	194,821	179,495	9%	5,951,610	1,727,538	245%
Other Locally Derived Revenue	104,847	97,327	8%	911,687	752,477	21%
Total Locally Derived Revenue	476,941	437,270	9%	9,099,430	4,628,129	97%
Federal Operating Grants	237,051	650,000	-64%	1,241,051	3,055,708	-59%
State Operating Grants (PMTF)	-	-	0%	2,607,880	2,579,272	1%
Total Operating Revenues	713,992	1,087,270	-34%	12,948,361	10,263,109	26%
Operating Gain/(Loss)	(212,529)	8,139		2,813,969	1,472,589	
Federal Capital Grants	23,921	95,679	-75%	280,569	217,457	29%
State Capital Grants	-	-	#DIV/0!	-	-	#DIV/0!
Transfer from Capital Reserve	-	-	#DIV/0!	-	-	#DIV/0!
Revenue from Capital Grants/Reserve	23,921	95,679	#DIV/0!	280,569	217,457	29%
Capital Expenditures:	11,650	23,295	-50%	336,756	405,233	-17%
Capital Gain/(Loss)	12,271	72,384		(56,187)	(187,776)	
Net Gain/(Loss)	(200,258)	80,523		2,757,782	1,284,813	

Bloomington Public Transportation Corporation
Personnel Report
DECEMBER 2023

	Monthly New Hires	Monthly Terminations	End of Month Vacancies
Administrative Staff	0	2	2
Fixed Route Drivers	0	1	5
BT Access Drivers	0	0	0
Maintenance	0	0	1
Mechanic	0	0	2
Service Person	0	0	0
Service Attendants	0	0	3
Total	0	3	13

REGULAR BOARD MEETING - BLOOMINGTON PUBLIC TRANSPORTATION CORPORATION (BPTC) DECEMBER 19, 2023 5:30 P.M.

MINUTES

Chair James McLary convened the regular meeting of the Board of Directors of the Bloomington Public Transportation Corporation.

Join Zoom Meeting at the following link:

http://us02web.zoom.us/j/89505563135?pwd=elNHdHFreEtMQtRV0NsRHJVaXl1UT09

Meeting ID: 895 0556 3135
Passcode: 185588

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+1 346 248 7799 US (Houston)

Meeting ID: 840 2869 4365
Passcode: 352724

ROLL CALL

Board Members and staff present: Chair James McLary, Vice Chair Kent McDaniel, Secretary Nancy Obermeyer, Board Member Doug Horn, Board Member Don Griffin, General Manager John Connell, Controller Christa Browning, Operations Manager Mike Clark, Human Resource and Marketing Administrator Brenda Underwood, Grants and Procurement Specialist Zac Huneck, Planning and Special Projects Manager Shelley Strimaitis, Fleet Maintenance Manager Larry Green, and Marketing and Devlopment Manager Kathy Schultz

Members of the Public: Via Zoom: Justin VanLeeuwen IU Campus Bus and Andrew Coomer and AFSME Union President Scott Smith

OLD BUSINESS

There was no old business.

MINUTES

Secretary Nancy Obermeyer made a motion to approve the November 28, 2023 Board Minutes. The motion was seconded by Board Member Griffin. The minutes were approved unanimously.

PUBLIC HEARING

A public hearing to receive public comment on Ordinance 23-02; which is an ordinance amending salary and wage rates of appointed officers and employees of the Bloomington Public Transportation Corporation, Monroe County, Indiana for the year 2024.

General Manager Connell stated that the annual salary ordinance requires a public hearing, it lists the various positions and the maximum salary for each position in 2024. He said the annual salary ordinance is a recurring routine item which requires approval by the Board. He said the salary ordinance is required for public organizations under state law.

Chair McLary stated having no public comment he will close the public hearing.

NEW BUSINESS ACTION ITEMS

Secretary Obermeyer made a motion to approve Ordinance 23-02; an ordinance to approve the annual salaries which is required under state law. Vice Chair McDaniel seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-23; a resolution declaring the following BPTC equipment and parts obsolete, scrap, and or surplus. He said this resolution authorizes the BPTC General Manager to dispose of items in accordance with BPTC procurement policies. Some of the items include computers, a copy machine, a bus transmission and a coolant pump.

Board Member Griffin made a motion to approve Resolution 23-23; a resolution declaring BPTC equipment and parts obsolete, scrap and or surplus. Secretary Obermeyer seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-24; a resolution approval of transfer of funds between Budget Categories. He stated resolution 23-24 provides for the transfer of $500,000 from Budget Class IV, Motor Equipment to Budget Class I, Salaries and Wages and from budget Class IV, Motor Equipment to Budget class II, Professional Service. He said the transfer is a precautionary measure because of the Micro-Transit and Overtime Costs.

Secretary Obermeyer made a motion to approve Resolution 23-24; for approval of the transfer of funds between budget categories. Vice Chair McDaniel seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-25; a resolution approving the 2024 Public Official Bond for Christa Browning, Controller of BPTC. General Manager said this resolution provides authorization for Christa Browning, BT Controller to be bonded for 2024.

Board Member Horn made a motion to approve Resolution 23-25; a resolution approving the 2024 Public Official bond for Christa Browning, Controller of the BPTC. Secretary Obermeyer seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-26; the resolution authorizes continued use of the vending machine funds for employee events and activities in 2024. He said the vending machines are provided for employees in the dispatch area as well as the maintenance break room. He noted we also have soda and snack machines at our downtown transit center. He said historically, BPTC has used commissions from these vending machines to fund employee functions such as picnics and Holiday parties as well as other employee activities.

General Manager Connell stated that each year the Board has adopted a resolution which authorizes the use of vending machine commissions to fund such activities. He said Human Resources and Marketing Administrator Brenda Underwood maintains records of the vending machine fund and is the authorized person to disburse such funds. He noted that in typical years we collect $2,000 to $3,000 annually in vending machine commissions.

Board Member Griffin made a motion to approve Resolution 23-26; authorizing continued use of the vending machine funds for employee events in 2024. Secretary Obermeyer seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-27; a resolution approving Addendum to the Inter-local Cooperation Agreement between the Bloomington Public Transportation Corporation and the City of Bloomington for professional services, thereby extending by one year on the same terms that applied in 2023.

General Manager Connell stated this resolution will continue the terms of the existing agreement for certain professional services until December 31, 2024. He said the fee schedule has increased slightly and attorney fees will be billed at $95.02 per hour and the IT fee will be billed at $12,688 for 2024. He noted the extension of the existing agreement should allow adequate time for staff to assess and implement a strategy for the evolution of BT's Information Technology and future needs.

Board Member Griffin made a motion to approve Resolution 23-27; a resolution approving Addendum to the Inter-local Cooperation Agreement between the Bloomington Public Transportation Corporation and the City of Bloomington for professional services, thereby extending by one year on the same terms that applied in 2023. Secretary Obermeyer seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-28; a resolution authorizing the award of purchase for three (3) large BT Access paratransit vehicles, one (1) small BT Access paratransit vehicle and three (3) Low Floor Mini-Van from Midwest Transit Equipment under State of Indiana Quantity Purchase Agreement (QPA) #44253.

General Manager Connell stated that the good news is the truck chassis crisis is coming to an end. He said Mini Bus manufacturers are once again capable of procuring the equipment necessary to build buses. He noted the bad news is vehicle costs have increased roughly 85% and lead times are running nine months compared to three months. He said we feel fortunate to be able to make the purchase off the amended INDOT QPA.

Secretary Obermeyer made a motion to approve Resolution 23-28; a resolution authorizing the award of purchase for three (3) paratransit vehicles. Vice Chair McDaniel seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-29; a resolution authorizing the General Manager to negotiate a contract with Ride Co USA Inc. for the purchase of and ADA Para-Transit/On Demand Micro-Transit software platform and related hardware with the assistance of Rothberg Law, not to exceed $135,000.

General Manager Connell stated the evaluation committee which included our IT consultant, Left Turn Right Turn, has selected The Ride Company as the successful vendor to provide new ON-Demand dispatch software. He said this software solution will allow for integrating BT & TNC Micro-Transit trips with ADA paratransit trips, on demand customer scheduling of trips through an app and allow for easier data collection. He said he and Staff are currently finalizing the contract details with the assistance of Rothberg Law.

Vice Chair McDaniel made a motion to approve Resolution 23-29; a resolution authorizing the General Manager to negotiate a contract with Ride Co USA Inc. for the purchase of ADA Paratransit software not to exceed $135,000. Secretary Obermeyer seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-30; a resolution authorizing the General Manager to negotiate a contract with Cubic Transportation Inc. for the purchase of Electronic Fare collection Equipment and system software with the assistance of Rothberg Law not to exceed $1,406,250.

General Manager Connell stated the evaluation committee which included our IT consultant, Left Turn Right Turn, has selected Cubic Transportation Inc. as the successful vendor to provide new Fare collection equipment, software and operating platforms. He said this software solution will allow for electronic payments, fare capping, seamless integration with our new CAD/AVL system, customer fare transactions through an app and allow for easier data collection. He noted that he and Staff are currently finalizing the contract detail with the assistance of Rothberg Law.

Secretary Obermeyer made a motion to approve Resolution 23-30; a resolution authorizing the General Manager to negotiate a contract with Cubic Transportation Inc. Board Member Griffin seconded the motion. The motion was approved unanimously.

General Manager Connell presented Resolution 23-31; a resolution approving Contract Change Order #1 with FourSquare ITP.

General Manager Connell stated that Staff is recommending the issuance of a change order to FourSquare ITP Green Line Study in an amount not to exceed $30,000 for facilitating services for the Transit Summit. He said given the level of interest in preserving and possibly expanding transit services among locally elected officials, Staff and I recommend having a professional facilitator to guide the discussion, outline options and possible funding mechanisms.

Board Member Griffin made a motion to approve Resolution 23-31; a resolution approving Contract change Order #1 with FourSquare ITP. Secretary Obermeyer seconded the motion. The motion was approved unanimously.

General Manager Connell stated included in the Board packet is a proposed 2024 Board meeting schedule. He said most meetings are scheduled for the 3rd Tuesday of the month. He said if necessary we can make changes to the schedule and advertise any changes.
Secretary Obermeyer made a motion to approve the 2024 Board meeting dates. Board member Griffin seconded the motion. The motion was approved unanimously.

General Manager Connell stated Indiana Code requires that the Board annually elect a Chair and Secretary. Traditionally, you have also elected a Vice Chair and Treasurer. He said that he and Staff recommends that a Secretary Pro Tem also be designated as well. He noted the Secretary Pro Tem position only comes into play when the Secretary is not available for Board document signatures. He said in addition, the Board needs to appoint a board representative to serve on the MPO Policy Committee.

Board Member Horn made a motion to approve to maintain our 2023 Officers appointments into 2024, Chair McLary, Vice Chair McDaniel, Secretary Obermeyer, Board Member Griffin and Board Member Horn, in addition Board Member Horn made a motion to approve Board Member Griffin as Secretary Pro Tem and for Board Member Horn to remain MPO. Board member Griffin seconded the motions. The motions were approved unanimously.

MANAGER AND STAFF REPORTS

General Manager Connell stated we are going to discuss this more in the working session if you recall we have $100,000 budgeted in 2024 for lobbying activities. He said we have been working with Citilink in Fort Wayne and we put out a joint procurement. We have had conversations about some common goals that both of us have as General Managers. There are some shared priorities between the two systems. Instead of having independent contracts what we would do is we would have independent contracts for example the monthly fee that they originally proposed is $5000 per month and if there are two of us working on shared projects there should be some economies of scale. If we are representing not only our interest but their interest as well on a shared vision then there should be some savings in there. If we work together we should be able to reduce the price. Chair McLary said it might be good if Vice Chair McDaniel take a look at it given his experience.

General Manager Connell said property acquisition project Hanson Professional Service has provided the evaluation of the nine parcels we are currently looking at. These are the adjoining properties we initially talked about. He said they feel confident they should have a report back to us around January 4, 2024.

General Manager Connell said the CAD/AVL project is coming along and ETA plans are to start installing the hardware on the buses, second week of January 2024.

General Manager Connell stated Left Turn Right Turn has completed a summary plan for us to transition IT from the City.

Planning and Special Projects Manager Shelley Strimaitis stated that November 2023 fixed route provided 255,040 trips which is up 22% from November 2022. She said BT Access provided 2520 trips which is up 23% from November 2022.

Controller Christa Browning gave an overview of the November 2023 Financial Report.

Human Resource and Marketing Administrator Brenda Underwood stated we lost one part-time Bus Operator this month which leaves us with five fixed-route Bus Operator positions open. She said we potentially have three Bus Operators starting in January. She noted we have one Bus Operator position for BT Access filled and they will be starting in January also. She noted we have not had any luck filling the Mechanics or Service Attendants positions yet. She said we did deliver the Stuff-A-Bus today. She said the bus was out eight days and she had corporate pick-ups yesterday. She noted the bus was stuffed from floor to ceiling and from back to front. She said it went really well this year.

Board Member Horn stated he attended the December 8, 2023 meeting of the Bloomington Monroe County Metropolitan Planning Organization Policy Committee.

He said MPO staff reported that a petition had been filed with INDOT and Federal authorities to "smooth" new urban area boundaries dictated by the 2020 census. He noted this may merit BPTC staff attention as time passes.

He said the Committee entertained seven (7) BMCMPO FY 2024-2028 Transportation Improvement Plan (TIP) Amendments; 1 filed by Monroe County, 5 by INDOT and 1 by Bloomington Public Transit Corporation. The BPTC amendment increased funding for Land Acquisition for Service and Fleet Expansion by $4,048,558 using State Transportation Block Grant (STBG) Funds; $3,978,983 from a previous flex transfer from the City of Bloomington to BPTC Bus Acquisition and the balance of $69,575 from slated bus stop improvement funds. He said all proposed amendments were approved. He noted he cast BPTC's vote with the majority.

The next meeting of the Policy Committee will be on February 9, 2024 at 1:30PM in the City of Bloomington Common Council Chamber.

CLAIMS

Secretary Obermeyer made a motion to approve claims for December 19th 2023. The motion was seconded by Board Member Griffin. The motion was approved unanimously.

PUBLIC COMMENTS

Andrew Coomer questioned what the projected timeline is for Double Map to be going away? General Manager Connell stated it will be going away at the end of the year. Andrew also asked when Bloomington Public Transportation switches to electronic fare will there be kiosk at any location to purchase fare media. General Manager Connell said there will be retail locations where you can purchase fare media.

Planning and Special Projects Manager Shelley Strimaitis stated Double Map will be available until the new CAD AVL Software is installed on the buses.

Andrew questioned if the customers will get a new APP to download? Planning and Special Projects Manager Shelley Strimaitis said the new APP is called SPOT she noted you can look it up and other cities do use it as well.

COMMENTS FROM THE BOARD MEMBERS

Chair McLary stated four of the Board Members attended the Driver Recognition Celebration Dinner. He said it was a great time and nice seeing so many drivers attend. Mr. McLary said he would like to thank Brenda Underwood for her hard work and putting together a great event.

Board Member Horn said it was the first time he has attended the event and he was impressed with the spirit of camaraderie. He said he was grateful to be included and thought it was a great event.

ADJOURNMET

Board Member Horn made a motion to adjourn. Secretary Obermeyer seconded it. The motion was approved unanimously.

APPROVE:

_____ **01-23-24**
James McLary, Chair
Board of Directors BPTC

ATTEST:

_____ **01-23-24**
Nancy Obermeyer, Secretary
Board of Directors BPTC