

**FRANKLIN TRANSIT AUTHORITY
MINUTES OF BOARD MEETING
THURSDAY, December 9, 2010– 3:30 PM**

The Franklin Transit Authority met on Thursday, December 9, 2010 at 3:30 pm at 708 Columbia Ave., Franklin, TN.

Members present

Preston Elliott, Chair
Pearl Bransford
Nancy Williams
Dale Thomas
Nancy Fletcher Blume
Bob Horner

Others Present

Debbie Henry, TMA Executive Director
Allyson Shumate, TMA Staff
Kristen Corn, City of Franklin Legal

1. Call to Order

Chairman Preston Elliott called the meeting to order.

2. Roll Call/Confirm Quorum

Chairman Preston Elliott confirmed that there was a quorum.

3. Public Comment

Chairman Preston Elliott asked for public comments; none given.

CONSENT CALENDAR

4. Minutes September 16, 2010 Regular Meeting

Alderman Pearl Bransford motioned to approve the minutes of the September 16, 2010 regular meeting. Bob Horner seconded the motion. Motion carried unanimously.

OLD BUSINESS

5. Year – to – Date Financial Statement

Ms. Henry presented the year to date October 2010 financial statements to the Authority, and commented this being the month that all insurance premiums were due as well as three payrolls. The expenses and revenues were on track. Chairman Preston Elliott called for the acceptance of the financial report. *Dale Thomas motioned, Nancy Fletcher Blume seconded and the motion passed unanimously.*

6. Transit Ridership Report

Ms. Debbie Henry reported the ridership for the months of September and October 2010. The implementation of the new RouteMatch software provided insight on the trip purposes for the TODD service. Chair Preston Elliott questioned if passengers per hour was an appropriate measure for the Franklin Transit service, due to the nature of the on demand. It was determined the Authority would re-evaluate and determine if that particular measure should be changed. Chairman Preston Elliott called for the acceptance of the ridership report. *Dale Thomas motioned, Nancy Fletcher Blume seconded and the motion passed unanimously.*

7. Capital Projects Reports

Ms. Debbie Henry reviewed the capital project report and milestone status for major projects. The AVL / Dispatching project is nearing completion. Ms. Henry reviewed the final activity for this project which is the next bus signs. The next bus sign for the transit center has been ordered and will be installed for the other properties to view.

NEW BUSINESS

8. Approval of TDOT Annual Operating Assistance Contract

Ms. Debbie Henry stated the annual contract for operating assistance has been received and is ready for signature. Funding is the same as last year. Chairman Preston Elliott called for the motion to approve the contract for operating assistance. *Bob Horner motioned, Dale Thomas seconded and the motion passed unanimously.*

9. Triennial Review

Ms. Allyson Shumate briefed the Authority on the Triennial Review which was held on August 11th and 12th. This review covered 18 areas of compliance, and was the first for the Franklin Transit Authority. The actions were reviewed and the status provided. All actions have been completed and submitted to Federal Transit Administration. The close out letter should be received within the next month.

OTHER BUSINESS

10. Report of the Executive Director

Ms. Henry updated the Authority on the activities over the last two months including the niche marketing events and upcoming safe ride home.

11. Adjourn

Chairman Preston Elliott called for a motion to adjourn. *Bob Horner motioned, Dale Thomas seconded and the motion passed unanimously.* The meeting was adjourned at approximately 4:30 pm.

Preston Elliott, Chairman